

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 16 MARCH 2015

PRESENT:

Cllr. G A Bradley (Chairman)

Four members of the public

Cllr. J L Craven

Cllr. E M Jones

City Cllr. Chris Steward

Cllr. P H F Powell

Cllr. M Reynolds

Mr B J W Mackman (Clerk)

Cllr. C S Walsh

15/054 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

15/055 – PUBLIC PARTICIPATION

None

15/056 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and accepted from Cllr. D A Simpson.

15/057 - TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 16 FEBRUARY 2015

The minutes of the Parish Council meeting held on 16 February 2015 having been circulated prior to the meeting, were approved and signed.

15/058 - TO RECEIVE THE CITY OF YORK COUNCILLORS' REPORTS – FOR INFORMATION ONLY

City Cllr. Chris Steward said that he had come to sit throughout the meeting and be available to answer any questions but that he had nothing to report.

15/059 – TO RECEIVE THE CLERK'S REPORT:

(a) *Progress on verge protection in Main Street and Ousemoor Lane (Min. 15/034b)*

It was noted that all the bollards have been installed on the verge round the triangle and between the Community Centre and the triangle.

(b) *Progress on the Saxe Dane Lodge field drain clearance (Min. 15/034c)*

The work will be done when the ground is dryer.

(c) *Progress on refurbishing the Parish Council's seats on highway verges (Min. 15/034d)*

It was noted that all the seats have been refurbished. The Councillors commented favourably on the appearance of the seat in front of the Wild Life pond at the end of Church Lane.

(d) *Progress on repairs to the Cartshed (Min. 15/038d)*

It was noted that the Cartshed roof had been repaired. The gutters have been cleaned and will be painted when the weather is dryer.

(e) *Progress on awarding a contract for cleaning the glass in the Millfield Lane bus shelter (Min. 15/044)*

Cllr. Bradley reported having been given a quotation in excess of the figure authorised at the February meeting. It was agreed that the quotation should be amended to exclude the roof. New quotations are to be sought. **(Action Cllr. Bradley)**

15/060 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

15/060/1 - The Clerk referred to the following items of correspondence:-

- (a) Came & Co – enquiry as to the construction of the Cartshed
- (b) CYC - Big Spring Clean 2015
- (c) PKF Littlejohn - Annual Return and audit papers received
- (d) Robin Tomlinson – complaint about the advertising hoardings at the entrance to the Poppleton Business Park which the Clerk had passed to City Cllr. Ian Gillies who had taken up the case and asked the City Council’s Enforcement Officer to take the necessary steps to remedy the situation
- (e) Details of the new pension scheme from the Pensions Regulator. The Clerk confirmed he had completed and returned a nomination form naming him as the Parish Council’s contact.

15/060/2 - It was noted that the correspondence received since the February meeting, as listed below, had already been circulated to the Councillors

<i>From Whom</i>	<i>Subject</i>	<i>Date Sent</i>
Julian Sturdy	E-Bulletin	19-Feb-15
North Yorkshire Police	Community Speed Watch	27-Feb-15
National Plant Monitoring Scheme	Details of scheme	10-Mar-15
Julian Sturdy	E-Bulletin	10-Mar-15
YLCA	Internal audit response	11-Mar-15
Julian Sturdy	Surgeries notice	14-Mar-15

15/060/3 - It was agreed that the correspondence received since the February meeting, as listed below, be circulated to the Councillors

- (a) Clerk & Councils Direct - March 2015 - Issue 98
- (b) RAY - Invitation to join
- (c) Upper Poppleton Parish Council - Minutes of 9 February 2015

15/061 – FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the previous financial year and a report for the current financial year for the period to 16 March 2015. The reports reflected the receipts and payments below. The bank balances at 16 March were:

Current Account	£500.00
Business Money Manager Account	£22,646.49
National Savings Investment Account	£14,913.84

(b) Accounts for payment (net of VAT);

1774	Poppleton Community Trust	Grant for 2014-15	£5,000.00
1775	Exactis	Printing leaflets (Parish Council funds)	£240.00
1776	Poppleton Community Trust	Room hire - January	£20.70
1777	Ken Falkingham	Refurbishing seat, repairs to the Cartshed roof and installing the bollards at the triangle in Main Street	£1,880.85

(b) *Accounts for payment (net of VAT);*

1778	H & H Land & Property	Consultant's fees (Locality funds)	£2,160.00
1779	James Mackman	Salary – March	£473.94
1780	Post Office Ltd	Tax – March	£118.60
1781	James Mackman	Expenses	£23.35
1782	Peter Powell	Travelling expenses	£100.80
1783	Cllr. Jones	Reimbursement of travel expenses to Durham (Parish Council funds)	£88.80

(c) *Income Received*

HSBC	Bank interest	£3.46
City of York Council	Double taxation grants	£6,936.00
Northern Powergrid	Wayleave	£3.45
Main Street households	Common Land easement cheques	£20.00

(d) *To appoint an internal auditor*

It was agreed to reappoint Mrs Linda Cariss as the internal auditor.

(e) *Council Tax Demand*

It was observed that the Parish Council precept shown on the Council Tax Demands (CTD) shows an increase when the precept has actually been frozen for the last seven years. It was explained that the reason an increase is shown is that the Government Support Grant has been reduced. This reduction means a corresponding increase in the precept shown on the CTD. It was agreed that the City Council be asked to give sufficient notice of next year's Grant to the Parish Council to enable any adjustment to be made.

15/062 – PLANNING APPLICATIONS

(a) The Councillors considered the planning applications listed below.

Ref: 15/00137/FUL – Single-storey front and rear extensions and first floor side roof extension to form pitched roof over existing flat at 8 Poppleton Hall Gardens by Mr John Heward.	No objections
Ref: 15/00176/FUL – Two-storey and single-storey rear extensions at 29 Nether Way by Mr & Mrs Guy.	No objections
Ref: 15/00279/FUL – Two-storey side and single-storey rear extensions at 15 Allerton Drive by Mr & Mrs Skelton.	No objections
Ref: 15/00301/FUL – Single-storey side extension at 58 Millfield Lane by Mr & Mrs Clifford.	No objections

(b) *To note Local Authority Planning Decisions*

It was noted that the Local Planning Authority had approved no planning applications since the February Parish Council meeting.

It was agreed that all Cllrs. will be notified of future planning applications. The City Council will be asked to grant an extension to the response time where the date for a response comes before the next Parish Council meeting. **(Action Clerk)**

15/063 – PARISH COUNCIL LAND – TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting

No report on this subject.

(b) The Moat Fields

No report on this subject.

(c) Allerton Drive garden

No report on this subject.

(d) The Cartsheds (including treating the timbers for woodworm) and Wildlife Area

It was agreed to accept the quotation from R P R Damp-proofing Ltd. for treating the timber in the Cartshed. The Clerk is to liaise with the contractor and the tenants to ensure that the Cartsheds contents are not damage during the treatment. **(Action Clerk)**

(e) The management of Warren Lea

It was noted that the chippings from the felled trees by Riverside Walk have been put on the path through Warren Lea. None of the plastic base can now be seen. Cllrs. Jones, Powell and Simpson were thanked for the work they had done.

(f) Trees

It was noted that Sam Dickson has carried out most of the work to the trees in Riverside Walk. Only the trees and branches hanging over the road have to be removed. The work is dependent on the City Council authorising the necessary temporary road closure notice. As soon as this is granted the work will be carried out. **(Action Clerk)**

15/064 – TO RECEIVE A REPORT ON VILLAGE POLICING

Note of the following incidents in Nether Poppleton had been received from Nigel Colley PCSO 5642, Rural West Safer Neighbourhood Policing Team.

8 Feb	Criminal Damage	Vehicle damaged	Esk Drive
16 Feb	Violence	Family dispute/assault	Severn Green
22 Feb	Drugs	Cannabis warning issued	Church Lane
23 Feb	Autocrime	Sunstrip taken from vehicle	Nidd Close

PCSO Colley reported that figures for Rural West York Ward show a reduction of 19% against last year

It was noted that PCSO Colley had reported that it is not possible to split incidents between business premises and residences.

15/065 – TO RECEIVE REPRESENTATIVES' REPORTS

(a) Cllr. Powell reported on the British Sugar Forum meeting held on 18 February

(b) Cllr. Bradley reported on the PYAG meeting held on 26 February

(c) Cllr. Simpson had written a report on the Adventure Playground Group meeting held on 3 March which had been circulated

15/066 - FOOTPATHS - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Diamond Jubilee Footpath extension

It was accepted that no progress will be made on this subject and that it should be removed from future agendas.

(b) Thickpenny Farm

No news on this subject. It was agreed to keep the item on the agenda until a resolution has been made.

15/067 – TO CONSIDER A PROGRESS REPORT ON THE NEIGHBOURHOOD PLAN FOR POPPLETON

Cllr. Jones reported: -

1. All Statutory Bodies contacted
2. Leaflet distributed in Upper Poppleton
3. Leaflets and newsletter distributed in Nether Poppleton
4. Centrepiece carried an article on Neighbourhood Plan
5. Methodist Church circulated to members notification of website and details for responses
6. Website over 400 hits
7. Responses from 56 people and 14 Statutory Bodies.
8. Meeting with Consultant to progress SEA, and Basic Conditions Statement
9. Email from City Council Planning Department prescribing how the plan should detail and follow the Draft Local Plan. (This is not how it should happen)
10. Meetings with team for NP weekly
11. Application for further funding to Locality
12. Report to Locality on funding spend to date.

15/068 – TO RECEIVE A PROGRESS REPORT ON THE YORK LOCAL PLAN

It was reported that the Department for Communities and Local Government’s new housing forecast for the York area has been reduced from 850 to 750 houses per annum.

15/069 - TO REVIEW THE PARISH COUNCIL’S COMPLAINTS AND OTHER PROCEDURES

The Cllrs. agreed that the current Complaints Procedure was fit for purpose. It will be reviewed every two years in future.

15/070 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 Mar	Working Together	New Earswick Folk Hall/ 1.00pm	Powell
18 Mar	Neighbourhood Planning	5 School Lane/ 10.00pm	Jones, Powell, Simpson
19 Mar	Cricket Group	Poppleton Centre/ 8.00pm	Walsh
21 Mar	Neighbourhood Planning	32 Midway Avenue/ 10.00am	Jones, Powell, Simpson
21 Mar	Litter pick	Allerton Drive shops/ 1.00pm	All
23 Mar	Lord Mayor’s invitation	Mansion House/ 6.30pm	All Cllrs. & Clerk
24 Mar	Adventure Playground	Poppleton Centre/ 7.00pm	Simpson
26 Mar	PYAG	15 Bankside Close/ 8.00pm	Bradley
30 Mar	Rural West York Team	All Saints Church Hall/ 6.30pm	Powell

1 Apr	Neighbourhood Planning	Russett House/ 2.00pm	Jones, Powell, Simpson
2 Apr	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Bradley
8 Apr	Plan4Poppleton	10.00am	Jones, Powell, Simpson
13 Apr	Moat Fields Management Group	27 Church Lane/ 7.30pm	

15/071 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL’S NEW WEBSITE

The Clerk reported that the domain name netherpoppletonpc.org.uk has been registered.

It was agreed that the website should go live as soon as possible. A link from the old website to the new website is to be created. **(Action Clerk)**

15/072 – TO RECEIVE AN UPDATE ON THE PARISH COUNCIL’S TWITTER ACCOUNT

The Clerk reported that the numbers of followers has increased from 52 to 63 since the February Parish Council meeting. There have been regular Tweets of photographs linked to the Neighbourhood Plan and a number of retweeets.

It was agreed that the agenda for the next Parish Council meeting should be Tweeted in due course as well as links to previous minutes. **(Action Clerk)**

15/073 - TO NOTE THE FORTHCOMING PARISH COUNCIL ELECTIONS ON 7 MAY 2015

Cllr. Craven announced that he would not seek re-election in May. All other Cllrs. were in receipt of Nomination papers. The Clerk said that he would be willing to check Nomination papers and take them into West Offices on behalf of the Cllrs. **(Action Clerk)**

15/074 – TO CONSIDER A REQUEST FOR A LITTER BIN IN GREAT NORTH WAY

The Clerk read a request for a litter bin in Great North Way. Cllrs. agreed to visit the site and to defer a decision until the April meeting. **(Action Cllrs.)**

15/075 - TO DISCUSS PROGRESS ON:-

(a) Cricket club

The Clerk reported that a strong group of willing volunteers is in place. Currently we are waiting for the City Council to give notice to the farmer who farms the field for the proposed cricket pitch. A year’s notice should be given on 1 April 2015.

(b) Adventure playground

The Cllrs. noted a written report from Cllr. Simpson on the proceedings of the Group meeting held on 3 March.

15/076 - TO CONSIDER PLANS FOR THIS YEAR’S YORKSHIRE IN BLOOM COMPETITION

The Clerk reported that: -

- 25 people attended a recent meeting about the 2015 competition.
- The judges are to make their first visit of the year to the village on the 9th of April.
- The tubs around the village are to be repainted.

15/077 - TO CONSIDER THE COMMENTS ON THE NEWSLETTER QUESTIONNAIRES RECEIVED

Eight responses to the Newsletter had been received to date. It was agreed that these be circulated in the correspondence pack for Cllrs. to note. An item will be included on the next agenda to consider the responses. **(Action Clerk)**

15/078 – TO CONSIDER MINOR MATTERS

It was agreed that the Clerk should write to the City Council’s Enforcement Officer to ask him to report on what steps he had taken to remove the advertising hoardings which are situated on the verges at the junction of Great North Way and the A1237. **(Action Clerk)**

15/079 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

- Annual Parish Meeting
- Advertising hoardings at the junction of the A1237 and Great North Way

15/080 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 20 APRIL 2015

It was agreed that the next meeting would be held at 7.30pm in the Poppleton Centre on Monday 20 April 2015. It will be preceded by the Annual Parish Meeting which will start at 7.00pm.

The meeting closed at 9.27 pm.

Chairman.....

Date.....2015

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG
Tel: 01904 399277 - email: jmackman3@gmail.com