

## NETHER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.30 PM ON MONDAY, 16 MAY 2016

#### PRESENT:

Cllr. S P Barry

Cllr. E M Jones

Cllr. P H F Powell

Cllr. M A Reynolds

Cllr. D A Simpson

Cllr. I Woods

City Councillor Ian Gillies

Mr B J W Mackman (Clerk)

#### 16/098 - TO ELECT A CHAIRMAN FOR THE ENSUING YEAR

Cllr. Bradley was elected Chairman for the year in his absence. Cllr. Powell continued to chair the meeting.

#### 16/099 – TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

It was agreed that Cllr. Bradley could sign his Declaration of Office at a later date.

#### 16/100 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

#### 16/101 – PUBLIC PARTICIPATION

A resident addressed the Parish Council on the subject of parking around the Allerton Drive shops.

#### 16/102 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and accepted from Cllr. Bradley.

#### 16/103 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Barry
Chairman of Planning Meetings	Bradley
Adventure Playground Group	Simpson
Cycle/Footpath Parish Links Representative	Bradley
Manor Academy Representative	Jones
Millennium Green Representative	Reynolds
Neighbourhood Plan Group	Jones, Powell, Simpson
Poppleton Community Trust Observer	Simpson
Poppleton Moat Fields Management Group Representative	Woods
Poppleton Residents' Association Representative	Powell
Poppleton Youth Action Group Representative	Bradley
Rural West York Ward Team Representative	Powell
Wildlife Trust Representative	Bradley
Yorkshire Local Councils Associations Representative	Powell

From this point Cllr. Barry, as the new Vice-Chairman, chaired the meeting.

## **16/104 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 APRIL 2016**

The minutes of the Parish Council meeting held on 18 April 2016 having been circulated prior to the meeting, were approved and signed.

## **16/105 - TO RECEIVE A REPORT FROM A CITY OF YORK COUNCILLOR**

City Cllr. Ian Gillies reported on:-

- Land at Manor School
- Another car dealership planned for the Business Park
- The Local Plan Working Group which will be soon be reporting to the City Council's Executive
- The 142/143 bus from Ripon to York which is being replaced by "The Little Explorer"
- East Yorkshire County Council are to be asked to subscribe to the subsidy to cover the No 10 bus service

## **16/106 – FINANCE**

### *(a) Financial Report*

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 16 May 2016. The report reflected the receipts and payments below. The bank balances at 16 May were:-

Current Account	£500.00
Business Money Manager Account	£36,184.31
National Savings Investment Account	£15,025.69

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

1899	Cllr. Bradley	Red laser pointer	£20.83
1900	Mike Walker	Yorkshire in Bloom (£550) and Village Show (£100) contribution	£650.00
1901	Poppleton Community Trust	Room hire – April	£21.40
1902	Tim Carter	Annual cost of cleaning the Millfield Lane bus shelter glass	£80.00
1903	Came & Company	Annual insurance premium	£707.46
1904	Cllr. Jones	Neighbourhood Plan expenses	£57.93
1905	Exactis Ltd	Neighbourhood Plan printing	£303.60
1906	James Mackman	Salary – May	£473.94
1907	Post Office Ltd	Income tax – May	£118.60
1908	James Mackman	Expenses	£44.75

### *(c) Income Received*

City of York Council	First half-year's precept	£10,500.00
Friends of Poppleton Tithe Barn Trust	Cartshed rent	£80.00

### *(d) To consider the value of the Parish Council's assets*

The Clerk explained that the external auditor's Annual Return needed to show the Parish Council assets at cost if known or a notional figure if the cost was not known. The Councillors considered every asset on the assets schedule and agreed a value for each.

### *(e) To consider funding for the Adventure Playground project*

It was agreed that the Parish Council supports the project in principle but that more information would be needed before funds were committed to the project.

*(f) To agree to renew the Parish Council's insurance with Came & Co for a three-year term*  
This was agreed.

*(g) To consider actions prescribed by the Pensions Regulator*  
No action was required and therefore it was agreed to defer discussion on this subject.

#### **16/107 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON**

*(a) Grass cuttings*

The Clerk reported that he had spoken to the contractor who will be cutting the grass within the next week.

*(b) The management of Warren Lea*

No report on this subject.

*(c) The management of the area between the War Memorial and the car park/access track*

No report on this subject.

*(d) Riverside Walk embankment*

No report on this subject.

*(e) Consideration of a quotation for the installation of a handrail at the bottom of Riverside Gardens*

It was agreed to accept a quotation of £725 from Ken Falkingham for installing the new handrail.

*(f) The easement for the surface water drain at Mill Race*

The Clerk reported that the Parish Council's solicitor had informed him that the easement is to be completed soon.

*(g) Allerton Drive garden*

No report on this subject.

*(h) The Moat Fields including the control of dogs by a Public Space Protection Order (PSPO)*

It was noted that the City Council is working on the implementation of a PSPO. Access to the Moat Fields is to be restricted during the period that National Grid is carrying out work on the pylons.

*(i) The Cartsheds and Wildlife area*

No report on this subject.

*(j) The tree maintenance programme and works for this year*

It was agreed that the Clerk should ask Ryland Horticulture for the cost of updating the 2014 report on the trees on the Common Land. **(Action Clerk)**

*(k) The need for a street lamp opposite the triangle at the junction of Ousemoor Lane and Main Street*

The Clerk reported a conversation with a resident who had said that, in the absence of a streetlight, there is a trip hazard when crossing the road between pavements after dark. It was agreed that the Clerk should write to the City's Highways Department to ask if they would consider installing a streetlight in the location. **(Action Clerk)**

**16/108 – TO AGREE ADDITIONS TO THE PARISH COUNCIL’S WEBSITE**

It was agreed that Cllr. Jones’s notes should be entered on to the website. (**Action Clerk**)

**16/109 – TO CONSIDER RESPONSES TO THE PROPOSED BUS SERVICE CUTS**

It was agreed that Councillors should monitor the situation pending the result of the consultation.

**16/110 - TO CONSIDER A GROUNDWORK PLAN FOR THE MILLENNIUM GREEN AND A REQUEST FOR AN OAK TREE**

A report on the Millennium Green was tabled and noted. It was agreed that one of the oak trees being held at the Poppleton Community Railway Nursery be donated to the Millennium Green Trust to commemorate the Queen’s 90<sup>th</sup> Birthday.

**16/111 – TO CONSIDER HIGHWAYS ISSUES ADJACENT TO ALLERTON DRIVE SHOPPING PRECINCT**

The Cllrs. discussed the parking issues in this area. It was resolved that Cllr. Reynolds would speak to the shop owners and report back. (**Action Cllr. Reynolds**)

**16/112 – TO RECEIVE WRITTEN REPORTS ON/FROM**

(a) *Neighbourhood Plan – April/May 2016*

Cllr. Jones submitted the following report:-

1. The 2<sup>nd</sup> pre-submission consultation is underway and will run from 11 May to 1 July.
2. Some notices will start the pre-submission consultation earlier as no notification was received from CYC although requested on 3<sup>rd</sup> May the response by phone was only received on 10 May
3. It is not an issue as the total consultation period is now 8 weeks instead of the statutory 6 weeks. This so that the EU referendum date of 23 June does not clash with the consultation period
4. CYC has informed the committee that the Local plan will be presented to the CYC LPWG on 27 June and then to the executive shortly after. There will then be a 6 week consultation period on that.
5. The Committee have distributed over 500 letters to business, residents, companies and organisations within the Poppleton Plan designated area.
6. Responses to the pre-submission consultation are being monitored.
7. The 1<sup>st</sup> and 2<sup>nd</sup> pre-submission consultation will be combined to show just how extensive the consultation has been.
8. Hard copies of the plan, and environmental report are with the surgeries ( doctor and dentist) the cafes ( lemon tree and community centre) and the library.
9. Response forms are also at the above places.
10. Preparations for the sports day stand are in hand with table being provided by Don Simpson and Peter Powell (via the Tithe Barn)
11. The committee are indebted to Cllr Mark Reynolds for his photocopying of maps and policies in preparation for the sports day and 2<sup>nd</sup> pre-submission consultation

(b) *Millennium Green – 26 April 2016*

Cllr. Reynold’s report on the Millennium Green was noted.

(c) *Adventure Playground – 10 May 2016*

A report from Cllr. Simpson had been circulated prior to the Parish Council meeting.

(d) *Village policing – April 2016*

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

11 Apr	Burglary	Attempt at door	Millfield Lane
20 Apr	Theft	Items taken from shop	Great North Way
25 Apr	Theft	Items taken from hotel	White Rose Way

### **16/113 - TO RECEIVE VERBAL REPORTS ON/FROM**

*(a) City of York Local Plan*

It was reported that work on this subject is ongoing.

*(b) Village in Bloom*

The Clerk reported that there had been favourable feedback from the judges who came on 13 April. The next visit is scheduled for 1.00pm on 18 July

*(c) Representatives who attended meetings*

None.

### **16/114- TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING:-**

*(a) Resurfacing of Allerton Drive and Ebor Way (Min. 16/086a)*

It was agreed that the Clerk should forward to all Cllrs. his email exchanges with the City Council on this subject. **(Action Clerk)**

*(b) The National Grid maintenance contract (Min. 16/086c)*

It was noted that a new survey had been carried out on the site. The contractors are organising men, materials and machinery prior to working on the site, due to start in July.

*(c) Repairs to footpath – Riversvale Drive/Main Street (Min. 16/086d)*

It was agreed that the Poppleton Residents' Association would write to the City Council about the state of the footpath and send a copy of the letter to the Clerk.

### **16/115 – TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

*16/115/1 - The Clerk referred to the following items of correspondence:-*

*(a) Came & Co - Annual insurance papers*

*(b) A letter from a resident regarding the yellow lines recently appearing in Upper Poppleton*

*(c) YLCA – Councillor access to NALC website. It was agreed that Councillors are to be advised of the password. **(Action Clerk)***

*16/115/2 – It was noted that the correspondence received since the April meeting, as listed below, had already been circulated to the Councillors*

From Whom	Subject	Date Sent
Julian Sturdy	E-Bulletin	29-Apr-16
Flood Advisory Service	Notice of roadshow	29-Apr-16
CYC	Foss Barrier - Flooding report	12-Apr-16

*16/115/3 - It was agreed that the correspondence received since the April meeting, as listed below, be circulated to the Councillors*

*(a) Upper Poppleton Parish Council – minutes of 14 March 2016*

*(b) Clerk & Councils Direct – April 2016, Issue 105*

**16/116 – TO NOTE THE DATES OF FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 May	Poppleton Residents' Association	Poppleton Centre/ 2.00pm	Powell
23 May	Rural West York Ward Team	Skelton Village Hall/ 2.00pm	Powell
23 May	Moat Fields Management Group		Woods
24 May	Millennium Green Trust	11 Church Lane/ 7.00pm	Reynolds
25 May	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Simpson
2 Jun	Plan4Poppleton	32 Midway Avenue/ 10.00am	Jones, Powell, Simpson
2 Jun	YLCA York Branch	New Earswick Folk Hall/ 7.00pm	Powell
8 Jun	Plan4Poppleton	32 Midway Avenue/ 10.00am	Jones, Powell, Simpson
10 Jun	Adventure Playground	Poppleton Centre/ 7.00pm	Simpson

**16/117 – TO CONSIDER MINOR MATTERS**

Cllrs agreed to carry out a survey of all hedges growing over pavements in the village. **(Action all Cllrs.)**

**16/118 – TO CONSIDER ITEMS FOR THE NEXT AGENDA**

- (a) Survey of hedges overgrowing footpaths.
- (b) Provision of dog poo bags at various locations in the Parish
- (c) The protection of the Conservation Area and backland development
- (d) A request for funds for the Poppleton Residents Association

**16/119- TO AGREE THE DATE OF NEXT MEETING AS MONDAY 20 JUNE 2016**

It was agreed that the next meeting would be held at 7.30pm in the Poppleton Centre on Monday 20 June 2016.

Cllr. Barry expressed his and the other Cllrs. sincere thanks to Cllr. Powell for his chairmanship over the last year and how he had helped the new Cllrs. slot in.

The meeting closed at 9.29 pm.

Chairman.....

Date.....2016

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