

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.15 PM ON MONDAY, 15 JANUARY 2018

PRESENT:

Cllr. G A Bradley (chairman)

City Cllr. Ian Gillies

Cllr. S P Barry

Cllr. E M Jones

Six members of the public

Cllr. P H F Powell

Cllr. M A Reynolds

Mr B J W Mackman (Clerk)

Cllr. D A Simpson

Cllr. I Woods

18/018 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

18/019 – PUBLIC PARTICIPATION

There was no public participation at this point in the agenda but representatives from Friends of Poppleton Library, Poppleton Under Fives, Poppleton Community Trust and Poppleton Youth Action Group spoke to support their grant applications later in the meeting.

18/020 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

All Councillors being present there were no apologies for absence.

18/021 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20 NOVEMBER 2017

The minutes of the Parish Council meeting held on 20 November 2017 having been circulated prior to the meeting, were approved and signed.

18/022 - TO RECEIVE A REPORT FROM A CITY OF YORK COUNCILLOR

City Cllr. Ian Gillies reported: -

- There is to be a Stakeholder Consultation Workshop meeting at the Poppleton Library on 13 February
- The automatic number plate recognition cameras are being installed by the bollard in Low Poppleton Lane. Councillor Gillies is endeavouring to have the Traffic Order amended to allow mopeds and scooters access without penalty.

18/023 – FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 15 January 2017. The report reflected the receipts and payments below. The bank balances at 15 January were: -

Current Account	£500.00
Business Money Manager Account	£26,146.82
National Savings Investment Account	£15,115.97

(b) *To note accounts for payment (net of VAT);*

2070	Poppleton Community Railway Nursery	Grant for 2017-18	£300.00
2071	Poppleton Luncheon Club	Grant for 2017-18	£75.00
2072	Flower Power York	Grant	£500.00
2073	James Mackman	Salary – December	£493.16
2074	HM Revenue & Customs	Income tax – December	£123.40
2075	Poppleton Community Trust	Room hire - October & November	£32.10
2076	Information Commissioner	Annual fee	£35.00
2077	Upper Poppleton PC	Annual stationery contribution	£62.01
2078	1 & 1	Neighbourhood Plan website – annual fee	£95.88
2079	James Mackman	Salary – January	£493.36
2080	HM Revenue & Customs	Income Tax - January	£123.20
2081	James Mackman	Expenses including SLCC subscription £66.10	£105.64

(c) *Income Received*

The Sealed Knot	Cartshed rent	£80.00
HSBC	Bank interest	£1.81
Upper Poppleton PC	Half share of net cost of the Neighbourhood Plan	£1,841.74
HM Revenue & Customs	VAT refund	£950.54

(d) *To agree to pay a proportion of the Clerk's SLCC subscription (£66.10)*

It was agreed that the Parish Council would pay £66.10 towards the total of this year's subscription of £185.00.

(e) *To consider requests for grants for 2018-19 from the following organisations, all of which had completed and returned a grant application form, a copy of which had been given to all Councillors along with the other agenda papers. It was agreed to provide the following amounts in the budget for 2018-19 except where otherwise stated.*

i. Flower Power York (£1,000)

It was agreed not to put this sum in the budget.

ii. Friends of Poppleton Library (£2,000)

The sum of £2,000 was being requested as a contribution to a new carpet. It was agreed to place this in the budget and give advice on alternative funding sources to reduce the requested amount.

iii. Millennium Green Trust (£1,500)

Agreed.

iv. Poppleton Bowls Club (£800)

The sum of £800 was being requested as a contribution to a new kitchen. Agreed.

v. Poppleton Community Railway Nursery (£300)

Agreed

vi. Poppleton Community Trust (£5,000)

Agreed.

vii. *Poppleton Under Fives (£648)*
Agreed.

viii. *Poppleton Village Show (£100)*
Agreed.

ix. *Poppleton Youth Action Group (£1,500)*
Agreed.

x. *St Everilda's Church towards the cost of cutting the grass in the churchyard (£750)*
Agreed.

(e) To agree the Budget for 2018-2019 and set the precept

The Councillors considered the draft budget which had been prepared by the Clerk. Following a discussion, the budget was revised and agreed. It was resolved that the precept for 2018-19 be kept at £21,000 for the tenth successive year. The Chairman and Clerk signed the appropriate City Council request form which the Clerk will submit to the City Council. The agreed budget is attached to these minutes.

It was agreed that the Clerk inform the applicants of the Parish Council's decisions on the above.
(Action Clerk)

18/024 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting –

No news on this subject.

(b) The management of Warren Lea

No news on this subject.

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

No news on this subject.

(d) Riverside Walk embankment

No news on this subject.

(e) Allerton Drive garden

No news on this subject.

(f) The Moat Fields

No news on this subject.

(g) The Cartsheds and Wildlife area

No news on this subject.

(h) To agree to commission a five-year tree survey as per Minute 13/180g

It was noted that the last tree survey had taken place in 2013 when it was agreed that a survey should be carried out every five years. The Councillors considered and accepted a quotation from Ryland Horticulture for carrying out a new survey. It was agreed that a survey should be delayed until the trees were in leaf. **(Action Clerk)**

(i) Repairing the car parking area in front of St Everilda's Church wall

The condition of the surface has again deteriorated, and many quite deep potholes have reappeared. It was agreed that the Clerk ask the City Council for a quotation for the appropriate remedial work and that Network Rail be asked to pay for the said work. **(Action Clerk)**

18/025 - TO CONSIDER ADDITIONS TO THE PARISH COUNCIL'S STANDING ORDERS - INCLUDING CLARIFICATION OF THE PROCESS OF HOW CLLRS RAISE FUTURE AGENDA ITEMS

The Councillors, having received the revised papers, agreed to adopt the revised Standing Orders. It was agreed that Cllrs. wishing to raise agenda items must notify the Clerk at least seven days before the following meeting.

18/026 – TO CONSIDER ARRANGEMENTS FOR THE UPKEEP AND MAINTENANCE OF THE VILLAGE IN BLOOM TUBS AND BASKETS

It was agreed to defer discussion on this subject until an accurate schedule of tubs and baskets was available.

18/027 – TO DISCUSS CONCERNS OVER THE CHRISTMAS RUBBISH COLLECTION SERVICE

The fact that there was no rubbish collection for a two-week period over the Christmas break was discussed. It was agreed that Councillor Woods should compose a letter of complaint, to be agreed by Councillors, for the Clerk to send to the City Council. **(Action Cllr. Woods, Cllrs. & Clerk)**

18/028 – TO DISCUSS THE PROGRESS OF EBOR WAY AND ALLERTON DRIVE ROAD SURFACE REPAIRS

It was agreed to find out how much is remaining in the Highways element of the Ward Budget and request that it be spent on specific road repairs in Ebor Way, Allerton Drive, Nursery Road and elsewhere needed.

18/029 – TO RECEIVE WRITTEN REPORTS ON/FROM

(a) Village policing

Reproduced below is a table showing the incidents reported to the police during November & December 2017.

Incident Type	Details
Anti-Social Behaviour (ASB)	8 th November – report of 3 motorbikes riding on pavement at Great North Way.
Theft	8 th November – report of theft of trailer from a field on Millfield Lane
Burglary	19 th December – house on Riverside Gardens entered and various items stolen

18/030 – TO RECEIVE VERBAL REPORTS ON/FROM

(a) Cllr. Simpson gave an update on Poppleton Play.

(b) Cllr. Powell reported on his attendance at the City Council's Working Together meeting.

(c) The Clerk confirmed that Upper Poppleton Parish Council had paid Nether Poppleton Parish Council the sum of £1,841.74 being half the net cost of the production of the Neighbourhood Plan for Poppleton.

18/031 – TO RECEIVE THE CLERK’S REPORT ON PROGRESS ON THE FOLLOWING: -

(a) *Traffic Regulations Orders for the York Business Park and Poppleton Park (Min. 18/005)*

The Clerk reported having sent a letter to the City Council regarding the parking of cars in the York Business Park.

(b) *Streetlight replacement, Main St/ Church Lane (Min. 18/006)*

It was noted that a new lighting column had been erected next to the existing column in Main Street, opposite Church Lane. The old lamppost is to be removed as it is one of over 3,000 lampposts in the City that are now considered to be in a dangerous condition. The City Council had written to say that for the new lamppost to have the same embellishments as the old one there would be a charge to the Parish Council of £400 as there was no money in the City Council’s budget to do anything other than replace lampposts.

The Cllrs. pointed out that the lamppost is in a Conservation Area and as such the City Council should fund a like-for-like replacement. It was resolved not to spend £400 on embellishing the new lamppost. It was resolved to ask the Ward Committee if it would fund the cost of embellishment.

It was agreed that the City Council be advised of the Parish Council’s decision not to fund the embellishments. The Clerk is to complete a Ward Committee Grant application form for the cost of the embellishment. **(Action Clerk)**

18/032 – TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

18/032/1 – The Clerk referred to the following correspondence received since the November meeting

- (a) CYC - Response to Mike Slater, Arnold Clark letter
- (b) HMRC - Notice of updating VAT 126 system
- (c) Honey Pots Nursery - Newsletter advert query
- (d) J W Myers, monumental masons - Advertising query
- (e) Judith Betts, CYC - Parish Council meetings dates enquiry
- (f) Julian Crabb - Request for balance of £250 for Great War book
- (g) Poppleton Community Trust - Agenda for PCT Exec meeting on 30 January
- (h) Poppleton Under Fives - Thanks for grant letter
- (i) Sean Ensor, CYC - Drives in Main Street ownership query
- (j) Sergeant Danny Leach – North Yorkshire Police - Notice of meeting on 5 February

18/032/2 – It was noted that the correspondence received since the November meeting, as listed below, had already been circulated to the Councillors

- (a) Andrew Laslett, CYC - Invitation to Popp Library Stakeholder Consultation Workshop
- (b) Cllr. Ian Gillies - Sandy Ridge footpath renewal
- (c) CYC - British Sugar enquiry date notice
- (d) CYC - Policing Matters Meeting - 19 December
- (e) CYC - Traffic Regulation Orders - Poppleton Park
- (f) CYC - Wetherby Road roundabout improvement scheme
- (g) Explore York Libraries & Archives - Yortime December 2017 and January 2018
- (h) Julia Mulligan, Police Commissioner - Precept consultation survey
- (i) Julian Sturdy MP - Two E-Bulletins
- (j) NALC - Chief Executives Bulletin 42
- (k) North Yorkshire Police - E-Newsletter, December 2017
- (l) NYCC - North Yorkshire Minerals & Waste Joint Plan - Initial letter

- (m) Poppleton Community Trust - Minutes of 7 November Exec meeting
- (n) Poppleton Community Trust - Minutes of 19 December Exec meeting
- (o) Poppleton Community Trust - Treasurer's report 19 November
- (p) Poppleton Play - Funding success
- (q) PYAG - Accounts and reports
- (r) Sean Ensor, CYC - Copy letters to residents re footpath works
- (s) YLCA - Application of referendum principles in the next three years
- (t) YLCA - General Data Protection Regulation – Coming into force on 25 May 2018
- (u) YLCA - GDPR: Data Protection Officer - NALC Legal Briefing L10-17
- (v) YLCA - NALC Chief Executive's Bulletin - January 2018
- (w) YLCA – Notice of forthcoming planning seminars
- (x) YLCA - White Rose Update December 2017

18/032/3 – It was agreed that the correspondence received since the November meeting, as listed below, be circulated to the Councillors

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18/033 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
17 Jan	Millennium Green Trust	The Old Vicarage, Church Lane/ 7.30pm	Reynolds
18 Jan	Cricket Club	Poppleton Centre/ 7.00pm	Woods
30 Jan	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Simpson
1 Feb	YLCA York Branch	Huntington Community Centre/ 7.00pm	Powell
5 Feb	Police	Athena House Police Station, Kettlestring Lane/ 10.30am	Bradley (if issues are received from Cllrs.)
8 Feb	PYAG	15 Bankside Close/ 8.00pm	Bradley
13 Feb	Poppleton Library Stakeholder Consultation Workshop	Poppleton Library/ 5.30pm	All

18/034 – TO CONSIDER MINOR MATTERS

None.

18/035 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

Progress on electronic banking. Request for balance of £250 for Great War book

18/036 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 19 FEBRUARY 2018

It was agreed that the next meeting would be held at 7.15pm in the Poppleton Centre on Monday 19 February 2018. It will be preceded by the Planning Meeting at 7.00pm.

The meeting closed at 9.33pm.

Chairman.....

Date.....

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