

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.30 PM ON MONDAY, 16 JULY 2018

PRESENT:

Cllr. G A Bradley (chairman)

City Cllr. Chris Steward

Cllr. E M Jones

Cllr. P H F Powell

Cllr. M A Reynolds

Mr B J W Mackman (Clerk)

18/199 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

18/200 – PUBLIC PARTICIPATION

None.

18/201 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and approved from Cllrs. S P Barry, D A Simpson and I Woods.

18/202 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 JUNE 2018

The minutes of the Parish Council meeting held on 18 June 2018 having been circulated prior to the meeting, were approved and signed.

18/203 - TO RECEIVE A REPORT FROM A CITY OF YORK COUNCILLOR

City Councillor Steward reported that: -

- There has been a problem with the collection of green waste in the City, but this should now have been resolved.
- The Ward Committee has awarded the Youth Club the sum of £2,750 this year

18/204 – FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 16 July 2018. The report reflected the receipts and payments below. The bank balances at 16 July were: -

Current Account	£500.00
Business Money Manager Account	£15,885.75
National Savings Investment Account	£15,187.20

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

2125	M Walker	Village Show	£100.00
2126	Poppleton Community Trust	Room hire – June	£21.40
2127	Ryland Horticulture	Removing fallen branch	£60.00
2128	James Mackman	Salary – July	£503.10
0001	HM Revenue & Customs	Income Tax – July	£125.80

(c) Income Received

None

18/205 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting –

It was agreed that the grass strip at the Riversvale Drive side of Warren Lea should be cut back.

(Action Clerk)

(b) Trees – including a progress report on the tree survey

The tree survey is due to be carried out during July.

It was noted that the large branch that had fallen out of an ash tree in front of Ash Keys had been removed.

(c) The management of Warren Lea

As it has been reported there is difficulty in finding the entrance to the footpath at the Riversvale Drive end it was suggested that a sign could be erected to mark the entrance. The matter is to be discussed further at the next meeting

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

No news on this subject.

(e) Riverside Walk embankment

The top of the embankment is overgrown with vegetation. It was agreed that the Residents Association be asked to take care of the matter. **(Action Clerk)**

(f) Allerton Drive garden

It was reported that the area is looking fine.

(g) The Moat Fields

It was noted that Wessex Archaeology had written to ask if the Parish Council, as the owner of the Moat Fields, would agree that the finds discovered by the Time Team when they visited the site in 2004 could be deposited with the York Museums Trust. The Councillors agreed to the request with the proviso that the Parish Council's ownership of the finds is recognised. **(Action Clerk)**

(h) The Cart sheds and Wildlife area

No news on this subject.

(i) The removal of Giant Hogweed on Parish land

It was noted that the Giant Hogweed has been removed.

18/206 - TO CONSIDER COUNCILLOR AND CLERK TRAINING

It was agreed that Cllr. Powell could attend the YLCA One-Day Conference at the Mercure Fairfield Manor Hotel, Skelton on 28th September at a cost of £115.00. **(Action Clerk)**

It was considered that all Councillors who had not previously done so shall attend a Planning Training course as soon as a local one is arranged.

18/207 – TO CONSIDER ARRANGEMENTS FOR REMEMBRANCE SUNDAY MORNING

Remembrance Sunday in 2018 is on 11th November. There will be the usual Remembrance Day Service on Upper Poppleton Green at 11.00am. It was agreed that there will be a service at the

Nether Poppleton War Memorial at 12.00pm. The event is to be widely advertised in the village. It was also agreed that the Clerk obtain the wreath for the Chairman to lay. **(Action Clerk)**

18/208 - TO DISCUSS ON-STREET PARKING AND TRAFFIC CONGESTION IN MAIN STREET AROUND THE LORD NELSON BUS TERMINAL

There was a brief discussion on this subject. A major problem at the moment is the parking generated by the Airbnb house in Main Street. It was agreed to defer discussion until the August meeting when there will be a written report on the subject to consider.

18/209 –GENERAL DATA PROTECTION REGULATION

(a) To adopt a Privacy Notice, to be added to website and used in all electronic correspondence
It was agreed that outgoing email correspondence should have a footer which will include a link to the Parish Council’s Privacy notice on the website. **(Action Clerk)**

(b) To adopt a Data Retention policy and place on web

The Councillors agreed to adopt the updated Records Management (data retention) policy that the Clerk had circulated prior to the meeting. This is to be displayed on the Parish Council’s website. It was agreed that the policy be reviewed in July 2020. **(Action Clerk)**

(c) To amend the NPPC computer policy

Cllr. Bradley agreed that he would update the Parish Council’s computer policy. It was agreed that Cllr. Bradley renew the virus protection program on the Parish Council’s laptop. **(Action Cllr. Bradley)**

18/210 – TO AGREE TO PRODUCE A SEPTEMBER NEWSLETTER

It was agreed that a Newsletter be written, printed and distributed to residents. A number of topics for the Newsletter were suggested. Cllr. Bradley is to prepare the Newsletter for Cllrs. to approve. **(Action all Cllrs. and Clerk)**

18/211 - TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

(a) To consider reports on vandalism

The Chairman said that he had reported an incident of fly tipping in Newlands Lane to the City Council.

There had been a spate of graffiti on the evening of 28th June. All incidences have been reported to the City Council, but none has yet been removed.

(b) To receive other reports

The Clerk reported that he had negotiated with the City Council for a redundant litter bin in Upper Poppleton to be installed by the bus shelter in Millfield Lane. The bin has subsequently been installed.

18/212 – TO RECEIVE WRITTEN REPORTS ON/FROM

(a) Village policing

The following schedule of incidents in Nether Poppleton had been received from the police: -

<u>Date</u>	<u>Incident Type</u>	<u>Details</u>
7 Jun	Anti-Social Behaviour (ASB)	13 youths trespassing on Poppleton Juniors Football Club. Lots of new equipment etc in club. Also reports of youths playing football on Millfield Lane stopping traffic.
8 Jun	Violence	Two males fighting in street and garden in Midway Ave using threatening behaviour.

23 Jun	Burglary	Garage has been broken into in Hillcrest Ave; entry gained by side door as lock has been broken. Nothing taken
26 Jun	ASB	Four youths trying to enter PE changing room at Manor CE School to steal football equipment; one of the suspects believed to be an ex-pupil. No damage done as they bolted when they saw the cleaner.
28 Jun	ASB	For the past few weeks, a group of youths aged 15-20 have been gathering on grass area in front of Independence House; this area is hidden from view by substantial hedge. They are drinking and smoking and leave a mess behind.

(b) *WWI Beacons of Light (Centenary) event*

Cllr. Powell reported on the recent meeting. The Methodist Church will provide refreshments at the evening event.

18/213 – TO RECEIVE VERBAL REPORTS ON/FROM

Cllr. Bradley reported on the Poppleton Youth Action Group meeting. PYAG meetings are well attended. A new treasurer is being appointed.

Cllr. Powell reported on the YLCA Joint Annual Meeting held at Walshford on 14th July. Earlier in the day his appointment to the Joint Executive Board had been confirmed and his re-election to Finance and General Purposes Committee and Audit Panel. He also sits on the Strategic Working Group responsible for planning the future of the YLCA.

18/214 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING: -

(a) *Ebor Way and Allerton Drive road surface repairs (Min. 18/184a)*

No news on this subject. It was agreed to remove the subject from subsequent agendas.

(b) *Local Walks in Poppleton guide (Min. 18/184c)*

It was agreed that the Clerk should acquire two copies of *Exploring the Poppletons* from the Poppleton History Society. **(Action Clerk)**

(c) *St Everilda's car park repairs (Min. 18/177i)*

It was noted that the repairs were carried out on 13th July.

(d) *Joint Standards Committee election result (Min. 18/179)*

It was noted that Cllr Christopher Rex Chambers (Strensall with Towthorpe Parish Council) and Cllr Emma Thornton (Rawcliffe Parish Council) had been elected to the Joint Standards Committee.

18/215 – TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

18/215/1 – The Clerk referred to the following correspondence received since the June meeting

(a) City Cllr. Ian Gillies - Email re lamppost being done next week

(b) Poppleton Community Trust - Grant thank you letter

(c) Correspondence from a resident complaining about the available services at the Old Forge Surgery

18/215/2 – It was noted that the correspondence received since the June meeting, as listed below, had already been circulated to the Councillors with email addresses.

(a) CYC - Transforming York railway station

(b) Poppleton Centre - Gin Festival notice

(c) Poppleton Community Trust - Minutes of Executive Committee meeting 19 June

- (d) Poppleton Cricket Club - AGM minutes
- (e) Ryland Horticulture - Ash tree branch removal quotation
- (f) YLCA - Annual Review 2017-18, Papers for Walshford AGM
- (g) YLCA - Bus station report
- (h) YLCA - Conference on 28 September
- (i) YLCA - NALC Chief Executive's Bulletin
- (j) YLCA - NALC Newsletter
- (k) YLCA - Standards Committee election result
- (l) YLCA - Thanksgiving service for the life of Barry Dodd CBE
- (m) YLCA - White Rose Update - July 2018

18/215/3 – It was agreed that the correspondence listed below be circulated to the Councillors.
Clerk & Councils Direct - July 2018, Issue 118

18/216 – TO NOTE THE DATES OF FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 Jul	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Simpson
26 Jul	YLCA Chairmen’s training course	Allerton Court Hotel, Northallerton/ 7.00pm	Jones
18 Aug	Village Flower and Vegetable Show	Upper Poppleton Green/ from 1.00pm	All
22 Aug	Beacons of Light	27 Ebor Way/ 7.30pm	Powell/ Bradley

18/217 – TO CONSIDER MINOR MATTERS

None.

18/218 – TO CONSIDER ITEMS FOR THE NEXT AGENDA

To invite the Practice Manager from Old Forge Surgery to explain the changes and problems in booking appointments.

To agree to a sign indicating “Woodland Walk” at the Riversvale Drive entrance to Warren Lea.

18/219 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 20 AUGUST 2018

It was agreed that the next meeting would be held at 7.30pm in the Poppleton Centre on Monday 20 August 2018. It will be preceded by the Planning Meeting at 7.00pm.

The meeting closed at 9.20pm.

Chairman.....

Date.....

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