

## UPPER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, MAIN STREET, UPPER POPPLETON AT 7.00 PM ON MONDAY 10 JULY 2023

#### PRESENT:

Councillor Neil Lawrence (Chairman)

Councillor Alan Catterick

Councillor Ian Clark

Councillor Bill Hall

Mr James Mackman (Clerk)

Councillor Anne Hook

Councillor David Johnson

Councillor Richard Robson

Councillor Sheri Scruton

#### **23.121 - TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS**

None.

#### **23.121A - TO RECEIVE APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING**

Apoloies for absence had been received from Councillor Sue Tomlinson.

#### **23.121B- TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE**

Councillor Tomlinson's reason for absence was approved.

#### **23.122 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 JUNE 2023**

The minutes of the meeting held on 12 June, having been circulated and read, were accepted and signed.

#### **23.123 - PUBLIC PARTICIPATION**

None.

#### **23.124 - TO RECEIVE THE CITY OF YORK COUNCILLOR'S REPORT – FOR INFORMATION ONLY**

City Councillor Anne Hook reported that: -

There was a report of dangerous parking during an event at the school. This was forwarded to Highways because there are some issues with the markings on Main Street around the school and copied to the police.

The police visited the same day, spoke to residents and parents, and made some suggestions to improve markings on Main Street. These were forwarded to Highways. The only contentious suggestion was for yellow lines at the bottom of Dikelands Lane where a car was seen to be parked in a way which required other vehicles to reverse near pedestrians to be able to turn left into Dikelands Lane.

The police are aware of the recent incidents of ASB in Poppleton, on the Green, near the NISA and next to the Poppleton Centre.

Although the grass verges have now been mown, these will be kept under review and CYC chased if they fall behind again.

### 23.125 - PLANNING APPLICATIONS

(a) The Councillors considered the only planning application received since the June Parish Council meeting as listed below: -

Details of Planning Application	Comments
Ref: 23/0823/FULM - Extension to warehouse (B8 Use with ancillary office/welfare space) with service yard, vehicular and cycle parking, and landscaping (resubmission) at Pavers Ltd, Catherine House, Northminster Business Park, Harwood Road.	The Parish Council objects to the application on the following grounds The increase in traffic generated by the proposal which is already a significant subject of complaint by the residents. Concern that the extension will be outside the curtilage of the Northminster Business Park and consequently not in accordance with the Poppleton Neighbourhood Plan.
Ref: 23/00999/FUL - Change of use of land to open air recreational space and erection of 2no. Tipi's (sic) with associated access and landscaping at Muddy Boots, The Gardens, Boroughbridge Road, YO26 6QD.	No objections
Ref: 23/01125/FUL - Erection of carport and garden room following demolition of garage at 2 Station Road, YO26 6PY.	No objections
Ref: 23/01132/FUL – Two-storey side and single-storey rear extensions following demolition of rear projection at 3 Nether Way, YO26 6JQ	No objections
Ref: 23/01169/TPO - 30-35% crown reduction, crown thin and removal of deadwood to 1 No. Beech protected by TPO 2/1991 at 1 Willow Croft, YO26 6EF.	No objections

(b) *To note Local Authority Planning Decisions*

It was noted that the Local Planning Authority had approved the following applications: -

- Ref: 23/00727/FUL – Single-storey rear extension following demolition of existing conservatory at Sunalta, Main Street, YO26 6DL.
- Ref: 23/00742/FUL - One and two-storey side extension, external alterations to existing building and creation of additional car and cycle parking provision at Poppleton Community Centre, Main Street, YO26 6JT.

It was noted that the Local Planning Authority had refused the following applications -

- Ref: 22/01695/LBC - External alterations to include replacement of 3no. windows to first floor rear elevation at Russett House, The Green, YO26 6DR.
- Ref: 23/00875/TPO - Fell 1no. Sycamore protected by Tree Preservation Order no. CYC448 at site of Blairgowrie, Main Street.

(c) *To review how the Parish Council deals with planning applications*

It was agreed to defer discussion on this subject until it was known if there is going to be one parish council for Poppleton.

### 23.126 - FINANCE

(a) *To receive a financial statement*

The Clerk had emailed Councillors a detailed report showing the actual income and expenditure for the year for the period to 10 July 2023. The report reflected the receipts and payments below. The bank balances on 10 July were: -

Current Account	£100.00
Business Money Manager Account	£52,050.96

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

34 BP	Yorkshire Tree Surgeons	Tree work	£1,210.00
35 BP	Sleightholm Landscapes	Grass cutting per contract	£1,075.00
36 BP	Brian Nutt	Lord Collingwood car park clearance	£125.00
37 BP	EDF Energy	Guild hut electricity	£19.41
38 CHG	HSBC	Bank charges May/June	£8.00
39 BP	Poppleton Community Trust	Room hire 12 June	£28.00
40 BP	Poppleton Community Trust	Room hire 26 June	£28.00
41BP	James Mackman	Salary – July	£587.14
42 BP	HMRC	Income Tax – July	£146.80
43 BP	James Mackman	Expenses	£7.05

(c) *To receive a report on income received*

HMRC	VAT refund	£340.63
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(d) *To agree to release the £5,000 provided in the 2023-24 budget for the Poppleton Community Trust*

This was agreed.

(e) *To agree to release the £1,500 grant provided in the 2023-2024 budget for All Saints church churchyard*

This was agreed.

### 23.127 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS, ALLOTMENTS AND GUILD HUT

(a) *Trees including:*

i. *To authorise the 2023 five-year tree survey*

The Parish Council's five-year tree survey is due in 2023. It was resolved that the Clerk should obtain three quotations for a tree survey of all the Parish Council's trees. **(Action Clerk)**

ii. *To discuss the replacement for Millie Wright's tree*

It was noted that someone had smashed the top off the tree planted on the Green in memory of Millie Wright. The Councillors agreed that the tree should be replaced. It was agreed that it be planted about three metres away from the damaged tree. The Greens working group will make the appropriate arrangements. The cost of a new tree and its planting is being covered by other concerns.

(b) *Events*

None.

(c) *Maintenance including: -*

*i. To discuss the installation of CCTV to cover the Maypole Green*

In view of the damage to Millie Wright's tree it was agreed that a request for funds towards the purchase of a CCTV camera to be installed on the Methodist Church wall should be granted. It was agreed that the Parish Council would have no responsibility for the ownership, use and maintenance of the CCTV camera.

*ii. To authorise the repainting of the maypole*

The maypole was last painted in 2017. It was agreed that three quotations for it to be repainted should be obtained. **(Action Clerk)**

(d) *Allotments*

No news to report.

(e) *Guild Hut*

No news to report.

### **23.128 – TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS**

(a) *To consider reports on vandalism*

None.

(b) *To receive other reports*

None.

### **23.129 – TO CONSIDER COUNCILLOR AND CLERK TRAINING INCLUDING THE WAY THAT COURSES ARE APPROVED AND BOOKED**

It was reported that the YLCA now sends news of training courses which take place with only two weeks' notice. This makes it difficult under the present rules for Councillors to take advantage of these courses. It was agreed that, should a Councillor wish to attend a course where a booking needs to be made before the following Parish Council meeting, the Councillor would notify the Clerk. It was resolved that the Clerk, in consultation with the Chairman, be authorised to grant permission for the course to be booked. It was also resolved that there would be a limit of £150 for training in any month before a Parish Council meeting.

### **23.130 – TO DISCUSS THE NEXT STEPS IN CREATING ONE PARISH COUNCIL FOR POPPLETON**

Councillor Lawrence reported that following the informal meeting with Nether Poppleton Parish Councillors he had made contact with the City Council's Legal Department and was awaiting their advice.

Further discussion on the subject was deferred.

### **23.131 – TO DISCUSS D-DAY CELEBRATIONS JUNE 2024**

It was agreed in principle to hold an event to celebrate the 80<sup>th</sup> anniversary of D-Day in June 2024.

### **23.132 – TO DISCUSS HOW TO ATTRACT YOUNGER PEOPLE TO THE PARISH COUNCIL**

It was agreed that discussion on this subject be deferred until such a time as there may be one parish council for Poppleton.

### **23.133 – TO RECEIVE COMMITTEES’ REPRESENTATIVES REPORTS**

*(a) Listed Buildings Working Group*

No report.

*(b) Poppleton Community Trust*

No news to report.

*(c) Village Show*

No further news to report.

*(d) YLCA York Branch*

No news to report.

*(e) Youth Club*

No further news to report.

*(f) Any other meeting*

Councillor Scruton reported on behalf of the Greens working group.

Councillor Hall is now a member of the group.

Councillor Clark volunteered to remove the tubs from the Green

### **23.134 – TO RECEIVE A REPORT ON VILLAGE POLICING**

The Clerk read out the incidents reported to the police in June. The report was noted and will be forwarded to Councillors in due course. **(Action Clerk)**

### **23.135 – TO RECEIVE THE CLERK’S REPORT ON PROGRESS ON THE FOLLOWING:**

*(a) Repairs to the railings opposite the tennis courts in Main Street (Min. 23.115a)*

The repair has not been done and two more pieces of the railing have been broken. The Clerk is to report this to the City Council. **(Action Clerk)**

*(b) Work to trees on the Green (Min. 23.115b)*

It was noted that the work had been carried out.

*(c) Drawing up of a tree policy for the Greens (Min. 23.108a)*

No news on this subject.

*(d) The easement for vehicular access to Lyndhurst, Hodgson Lane (Min. 23.108c)*

The Clerk reported that he had instructed Ramsdens solicitors and was waiting for the applicant to give the name of his solicitor.

*(e) The possibility of converting the old coal yard at the station into a car park (Min. 23.074)*

Councillor Lawrence is to speak to Stuart Robson to see if any progress is being made on this subject. **(Action Councillor Lawrence)**

### **23.136 – TO NOTE CORRESPONDENCE RECEIVED**

*It was noted that the correspondence received since the June meeting, as listed below, had already been circulated to the Councillors.*

(a) AMPYR Solar Europe - Public consultation on proposals for Poppleton Solar Farm

(b) North Yorkshire Community Messaging - ASB Awareness Week

(c) North Yorkshire Community Messaging - July Our News

- (d) Open Spaces Society - June 2023 ezine
- (e) YLCA - NALC Chief Executive's Bulletins
- (f) YLCA - Notice of the Joint Annual Meeting of the YLCA 2023
- (g) YLCA - White Rose Bulletins and Training Bulletins
- (h) YLCA - Zoom meeting – Assistant Chief Constable Scott Bisset - 12 July

**23.137 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
12 Jul	Assistant Chief Constable Scott Bisset	Zoom/ 6.30pm	All
12 Jul	Solar Farm drop in event	Poppleton Centre/ 12pm to 7pm	All
22 Jul	The Joint Annual Meeting of the YLCA	The Mercure York Fairfield Manor Hotel, Skelton/ 2.00pm	Catterick, Tomlinson
24 Jul	Village Show committee	Poppleton Centre/ 7.00pm	Johnson
12 Oct	YLCA York Branch	TBA	Catterick, Tomlinson

**23.138 - TO CONSIDER MINOR MATTERS**

None.

**23.139 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA**

None.

**23.140 - TO AGREE THE DATE OF NEXT MEETING**

It was agreed that the next meeting be held on Monday 11<sup>th</sup> September 2023.

There being no other business the Chairman closed the meeting at 9.13pm.

CHAIRMAN .....

DATE.....

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