

## 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 12 JULY 2021

#### PRESENT:

Councillor Stuart Robson (Chairman)

Councillor Alan Catterick

Councillor Robin Garland

Councillor Anne Hook (After 21.124c)

Mr James Mackman (Clerk)

Councillor David Johnson

Councillor Roper Langford

Two members of the public

Councillor Neil Lawrence

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

None.

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

Apologies for absence were received from Councillors Sheri Scruton and Rae Youngman.

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

Councillors Scruton's and Youngman's reasons for absence were approved.

#### **21.120 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 JUNE 2021**

The minutes of the meeting held on 14 June 2021, having been circulated and read, were accepted signed as a true record.

#### **21.121 - PUBLIC PARTICIPATION**

The two residents of the planning application 21/00800/FUL for the erection of 2 no. dwellings with vehicle access from Dikelands Lane at Crossfields, Main Street addressed the Councillors and answered questions.

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

City Councillor Anne Hook reported: -

- When a dangerously overgrown hedge on the A59, which was restricting the width of the shared foot/cycle way was reported, the reply was that it was not a council hedge so nothing could be done. After confronting Highways with the law on hedges overgrowing highways (including foot/cycleways), an apology was given. It turns out that similar reports have been going to the wrong department for years, but now will be sent to Highways to take action.
- Two disappointing planning results because of lack of site visits. Having briefed councillors that Northfield Lane was 60mph and it would be good to reduce the speed for pedestrians and cyclists going to the Rufforth/Knapton foot/cycle path, a suggestion for this to be made a condition of DPD being given approval for a development which would double Northminster Business Park was ignored because a council officer said the speed was only 40mph. Similarly, the 15m 5G mast was given approval despite two NPPC Parish Councillors

speaking against it, because the report implied it was in a sparsely populated area being 80m from any housing.

- A ward walkabout was planned for 16 July, starting at Old School Court to see if the uneven pavements from there to the White Horse could be given a treatment which could be funded by the ward committee grant. Church Lane was also visited and the drain noted for unblocking again.
- There was a multi-dept visit to Manor School in order to try to find a solution for safer walking and cycling in the area between the A1237 to Low Poppleton Lane. The issue of parents parking on yellow lines was also evident.

### 21.123 - PLANNING APPLICATIONS

(a) *To consider the following Planning Applications: -*

The Councillors considered the planning applications received since the June Parish Council meeting as listed below: -

Details of Planning Applications	Comments
Ref: 21/00800/FUL - Erection of 2 no. dwellings with vehicle access from Dikelands Lane at Crossfields, Main Street.	No objections
Ref: 21/01314/FUL - Temporary access road in association with sales office and associated car parking at Former Civil Service Club and agricultural land to the north of Boroughbridge Road.	The Parish Council objects to the location of the proposed access. We believe that the sales office and associated car park should be located close to the existing entrance.
Ref: 21/01417/TCA – Crown lift 1no. Cherry tree in a Conservation Area at Ashburnham Hodgson Lane.	No objections
Ref: 21/01524/FUL - Detached garden room to rear at Green View, The Green.	No objections
Ref: 21/01609/TCA - Fell 1no. Cherry and 1no. Almond tree in a Conservation Area at Grove House, Main Street.	The Parish Council objects on the grounds that insufficient information has been provided for it to make a rational decision.

(b) *To note Local Authority Planning Decisions*

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

- Ref: 21/00530/FUL - One and two-storey rear extension following demolition of existing conservatory and carport to side at Green Croft, Station Road.
- Ref: 21/00964/FUL – Two-storey side extension, single-storey rear extension and porch to front with rendering of existing dwelling and proposed two-storey side extension at 20 Pear Tree Avenue.
- Ref: 21/01119/TCA - Fell 2no. Conifers in a Conservation Area at The Willows, Westfield Lane.

### 21.124 - 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 12th July 2021. The report reflected the receipts and payments below. The bank balances on 12 July were: -

Current Account	£500.00
Business Money Manager Account	£43,135.41

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

DD	E.ON Next	Guild hut electricity	£6.09
2172	Poppleton Under Fives	Grant	£1,000.00
2173	Poppleton Community Railway Nursery	Plants for Village in Bloom	£177.98
2174	Poppleton Community Trust	Room hire May & June	£48.00
2175	Sleightholm Landscapes	Grass cutting per contract	£555.00
2176	James Mackman	Salary – July	£537.26
2177	HM Revenue & Customs	Income tax – July	£134.20
2178	James Mackman	Expenses	£4.98

*(c) To receive a report on income received*  
None

\* Councillor Hook joined the meeting at this point.

*(d) To agree the process for making payments by electronic banking*

Following a meeting with the internal auditor the Clerk had submitted a suggested process for making payments by electronic banking. The process was agreed. The Clerk is to expedite the procedure with HSBC and the details are to be included on the Parish Council's risk assessment schedule. **(Action Clerk)**

**21.125 - TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS, ALLOTMENTS AND GUILD HUT**

*(a) To consider a report from the Greens Working Group*

Councillor Garland commented on the report circulated prior to the meeting.

*(b) Trees*

The Chairman referred to correspondence he had received from a resident regarding the planting of trees in the village. It was agreed that all Councillors be sent the correspondence. **(Action Clerk)**

*(c) Events*

None.

*(d) Maintenance*

No news on this subject.

*(e) Allotments*

No news on this subject.

*(f) Guild Hut*

The Clerk reported that, in consultation with the Chairman, he had secured a three-year deal on electricity and daily standing charges at the current cost.

**21.126 - TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS**

*(a) To consider reports on vandalism*

No reports.

*(b) To consider a quotation for painting the railings opposite the tennis courts in Main Street*

The Councillors considered the quotation received for painting the railings. After discussion it was resolved not to proceed with the painting.

*(c) To receive other reports*

Councillor Catterick confirmed that he had reported the overgrowing hedge on the A59 to FixMyStreet.

**21.127 - TO CONSIDER COUNCILLOR & CLERK TRAINING**

Councillors had considered the courses on offer by the YLCA but agreed that none were relevant to the Parish Council.

**21.128– TO REVIEW THE PARISH COUNCIL’S RISK ASSESSMENT**

The Councillors had been sent the current Risk Assessment prior to the meeting. It was agreed that it met the needs of the Parish Council but that it should include details of the proposed electronic banking system. **(Action Clerk)**

**21.129 – TO CONSIDER A REQUEST THAT THERE SHOULD BE ONE PARISH COUNCIL FOR THE WHOLE OF POPPLETON**

Following a long discussion it was agreed that Councillors Robson and Lawrence should consult with Nether Poppleton Parish Councillors in an endeavour to see if there would be any merit in having one parish council for Poppleton. **(Action Councillors Robson & Lawrence)**

**21.130 - TO CONSIDER A DRAFT LETTER REGARDING THE STATE OF BLAIRGOWRIE**

A majority of the Councillors agreed that a letter pointing out the poor state of the Blairgowrie estate should be sent to the site’s owner. **(Action Clerk)**

Councillors Hook and Langford asked that their objections to sending the letter be minuted.

**21.131 – TO CONSIDER A REQUEST FROM THE MOAT FIELDS MANAGEMENT COMMITTEE FOR A GRANT OF £1,500 TOWARDS THE COST OF HEDGING ON THE MOAT FIELDS**

The Councillors discussed the request for funding for hedging at the bottom of the railway embankment in the Moat Fields. It was agreed that the provision of hedging should be undertaken by the railway company and that Upper Poppleton Parish Council would not make a financial contribution. **(Action Clerk)**

**21.132 – TO CONSIDER COUNCILLORS USING A POPPLETON-PC.ORG.UK EMAIL ADDRESS**

Following a discussion Councillors Catterick, Garland, Hook and Langford agreed that they would prefer to have a “poppleton-pc” email address rather than using their personal email address for Parish Council-related emails. **(Action Clerk)**

**21.133 – TO DISCUSS MAKING THE AREA BETWEEN THE A59 AND THE PARK & RIDE SITE ACCESSIBLE TO THE GENERAL PUBLIC**

Councillor Langford told the Councillors that the City Council's records showed that the area referred to above is a Green and, as such, that it should be open to the public. It was agreed that Councillor Langford write a letter to this effect. After all Councillors have commented on the letter the Clerk is to send it to the City Council. **(Action Councillor Langford, all Councillors and Clerk)**

**21.134 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

*(a) Listed Buildings Working Group*

Councillor Garland reported on behalf of the Group. He also reported that Mrs Janet Hopton had joined the group

*(b) Poppleton Community Trust*

It was noted that the AGM scheduled for 8 July had been postponed until Thursday 30th September owing to the continuing Covid 19 pandemic.

*(c) Queen's Platinum Jubilee Working Group*

The Chairman reported that the Group had not yet met.

*(d) Village Show*

Councillor Johnson reported that there is to be a committee meeting on 26<sup>th</sup> July

*(e) YLCA York Branch*

No report

*(f) Youth Club*

Councillor Hook reported that it is hoped that the Youth Club can recommence in September but that its location has yet to be agreed.

*(g) Any other meeting*

None.

**21.135 - TO RECEIVE A REPORT ON VILLAGE POLICING**

Prior to the meeting the Clerk had given each Councillor a schedule which showed just one incident in Upper Poppleton reported to the police in June 2021. The schedule was noted.

**21.136 -TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING:**

*(a) Moving the bench at the corner of Long Ridge Lane (Min. 21.111a)*

No progress to report on this subject.

*(b) Moving the new seat on Chantry Green (Min. 21.111e)*

No progress to report on this subject.

*(c) The easement for Model Farm (Min. 21.104di)*

The Clerk reported having instructed the Parish Council's solicitor to produce an easement on the terms agreed at the June Parish Council meeting. Councillor Garland reported that there had been no progress. The Clerk is to ask the solicitor to expedite the matter as soon as possible. **(Action Clerk)**

**21.137 - 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) CYC - Regeneration Team message
- (b) North Yorkshire Police, Fire and Crime Panel - Seeking independent co-opted members
- (c) Open Spaces Society - E-zine June 2021
- (d) Poppleton Community Trust - Change of AGM date
- (e) Poppleton Under Fives - Thank you for the grant letter
- (f) YLCA - Law & Governance Bulletin
- (g) YLCA - White Rose Updates

**21.113 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
26 Jul	Village Show Committee	Lord Collingwood/ 7.00pm	Johnson, Robson
30 Sep	Poppleton Community Trust AGM	Poppleton Centre/ 7.30pm	All Councillors are eligible to attend

**21.139 - TO CONSIDER MINOR MATTERS**

None.

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

To discuss the ongoing problem with parked cars on roads in the village.

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

It was agreed that the next meeting be held on Monday 13<sup>th</sup> September.

There being no other business the Chairman closed the meeting at 9.46pm.

CHAIRMAN .....

DATE.....

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