

## NETHER POPPLETON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.15 PM ON MONDAY, 21 AUGUST 2023

#### PRESENT

Cllr. S P Barry (Chairman), Cllrs. G R M Bates, R A Harper, J A Hook, E M Jones and C J Lamb. Also present were CYC Ward Cllr. Emilie Knight and the Clerk, Mr B J W Mackman.

#### **23/216 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS**

None.

#### **23/217 – PUBLIC PARTICIPATION**

None.

#### **23/218 - TO RECEIVE APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING**

All Cllrs. being present there were no apologies.

#### **23/219 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE**

All Cllrs. being present there were no apologies so there were no reasons for absence to consider.

#### **23/220 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 17 JULY 2023**

The minutes of the Parish Council meeting held on 17 July 2023, having been circulated prior to the meeting, were approved and signed.

#### **23/221 - TO RECEIVE A REPORT FROM A CITY OF YORK COUNCILLOR**

City Cllr. Emilie Knight reported that the Police and Crime Commissioner and the Chief Constable are looking to have police visit each Parish Council once a year.

City Cllr. Anne Hook reported that a planning application has been approved to increase the Northminster Business Park by taking over the three agricultural buildings despite it being next to the Community Woodland. Cllr. Hook expressed her disappointment at the approval.

#### **23/222 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING: -**

*(a) Making the Long Ridge Lane/Millfield Lane junction more cycle friendly (Min. 23/193)*

No news to report on this subject.

*(b) Pruning back the branches of trees overhanging Somercote (Min. 23/195(b)i)*

The Clerk reported that an application to prune back the branches had been submitted to the City Council which had yet to approve it.

*(c) Removing the branches hanging low over the drive up to Somercote (Min. 23/195(b)ii)*

It was noted that the branches have been removed.

*(d) Removing a log from the beck (Min. 23/195(b)iii)*

It was noted that the log has been removed from the beck.

## 23/223– FINANCE

### (a) Financial Report

The Clerk had circulated a detailed report showing the actual income and expenditure for the year for the period to 21 August 2023. The report reflected the receipts and payments below. The bank balances on 21 August were: -

Current Account	£100.00
Business Money Manager Account	£19,466.84
National Savings Investment Account	£15,546.74

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

41 BP	Nether with Upper PPC	St Everilda's churchyard grant	£1,500.00
42 BP	Ryland Horticulture	Somercote Drive tree clearance	£390.00
43 CHG	HSBC	Bank charges	£8.00
44 BP	Poppleton Community Trust	Room hire – 17 July	£28.00
45 BP	Sleightholm Landscapes	Grass cutting 3 July	£310.00
46 DD	IONOS	Website	£14.03
47 BP	Sanders Landscapes	Trench drain, laying pipe, cutting grass	£1,840.00
48 BP	Ryland Horticulture	Riverside Walk branch clearance	£350.00
49 BP	Linda Cariss	Internal audit fee	£100.00
50 BP	James Mackman	Salary – August	£587.14
51 BP	HMRC	Tax on above	£146.80
52 BP	James Mackman	Expenses	£23.83

### (c) To receive a report on income received Nil

### (d) To consider the internal auditor's report

Prior to the meeting the Clerk had emailed the internal auditor's report to the Cllrs. The contents of the report were noted.

## 23/224 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

### (a) Grass cutting.

It was noted that the grass had been cut according to contract.

### (b) The management of Warren Lea including: -

#### i. Felling a dead sycamore by Riverside Walk

The Clerk had obtained two quotations for the removal of a large but dead sycamore. The Cllrs. agreed to accept the quotation from Yorkshire Tree Surgeons. **(Action Clerk)**

#### ii. Removing fallen ash tree branches in Riverside Walk

The Clerk reported that the City Council had asked for a large fallen branch be removed from the footpath in Riverside Walk. He had arranged for its removal with Ryland Horticulture. The branch had been removed within two days. The Cllrs. agreed the Clerk's initiative.

### (c) The management of the Common Land including

#### i. Progressing the rectification of the damage to the riverbank next to Saxe Dane Lodge

The Clerk reported that the Parish Council had received a quotation from Ryland Horticulture for planting willow in the riverbank and that he had written to the owner of Saxe Dane Lodge to ask for agreement for the work.

*ii. To consider quotations for conducting the five-year tree survey*

The Clerk reported having received one quotation for the survey but was having difficulty finding another independent tree surveyor. Cllr Hook, said that the City Council carried out tree surveys. The Clerk is to ask the City to quote. **(Action Clerk)**

*(d) Allerton Drive garden*

No news to report.

*(e) The Moat Fields*

No news on this subject.

*(f) The Cartsheds*

*i. Agreeing to apply for a Street Works Section 171 Licence for laying asphalt in front of the cartsheds*

It was reported that the trench drain has now been installed in front of the cartshed doors and that the gap between the trench drain and the existing road surface needs to be filled with asphalt. Because the area is part of the adopted highway the City Council must give permission, and this is done through the completion of a Section 171 licence and the payment of £340. It was resolved that this should be done. **(Action Clerk)**

*ii. Considering quotations for laying asphalt between the road and the trench drain*

Two quotations for the laying of asphalt were considered. The Cllrs, resolved to accept the quotation from D and A Groundworks. **(Action Clerk)**

*iii. Removing ivy from the end wall of the cartshed*

It was agreed that the ivy should be removed from the end wall. It was also agreed that the stems of the ivy should be cut at ground level so that the ivy would die. This would make it much easier to peel the ivy off the wall. **(Action Cllr. Jones)**

*iv. Lining the underside of the roof in two of the bays*

The Clerk had previously notified the Cllrs. that the underlining in two of the cartshed bays had split and should be replaced. The Cllrs. agreed and accepted a quote from Ken Falkingham for the work. **(Action Clerk)**

*v. Considering a quotation for cutting the grassed area in front of the pond*

It was agreed to accept a quotation for a three-weekly cut of the grassed area in front of the pond. **(Action Clerk)**

*(g) The Wildlife Area*

No news on this subject.

**23/225 - TO CONSIDER COUNCILLOR AND CLERK TRAINING**

The Clerk referred to an offer by the YLCA for a three-hour training session for the whole Council. The Cllrs. agreed in principle to accepting the offer. The Clerk is to give the Councillors a list of available dates for each of them to note availability. **(Action Clerk)**

**23/226- TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS & LAMPPOSTS**

*(a) To consider asking the City Council for advice on how to deal with traffic congestion around the Dodsworth Hall in Millfield Lane*

Cllr. Hook said that this subject would be discussed at the next Ward Committee meeting. It was agreed that no further action be taken for the moment.

*(b) To consider action following a complaint about the tall bush in the planter at the corner of Ebor Way and Allerton Drive*

It was noted that the bush in the container had grown much taller than had been anticipated when it was planted and now obstructed the view up Ebor Way for drivers coming out of Allerton Drive. It was agreed that the bush should be reduced in height. **(Action Cllr. Jones)**

**23/227 - TO DISCUSS THE NEXT STEPS IN CREATING ONE PARISH COUNCIL FOR POPPLETON**

It was agreed that soliciting responses from the City Council and the YLCA is time consuming and frustrating. A review meeting with Upper Poppleton Parish Councillors has been arranged for 29 August.

**23/228 - TO CONSIDER HAVING A MAINTENANCE CONTRACT FOR THE DEFIBRILLATOR**

Cllr. Lamb reported that she is in the process of registering the defibrillator on the National Defibrillator Network and is still investigating the subject of a maintenance contract. **(Action Cllr. Lamb)**

**23/229- TO DISCUSS D-DAY CELEBRATIONS JUNE 2024**

Following discussion, it was agreed that an event should be supported but that it would be preferable for people outside the Parish Council to organise it. The Parish Council will consider funding an event when next year's budget is agreed in January 2024.

**23/230 - TO DISCUSS WHERE TREES COULD BE PLANTED IN THE VILLAGE AND TO AGREE A BUDGET FOR THE WORK.**

It was agreed that no decisions on this subject should be taken until the tree survey has been completed.

**23/231– TO RECEIVE REPORTS ON/FROM**

*(a) Poppleton Community Trust*  
No news to report on this subject.

*(b) Trees Working Group*  
No news to report on this subject.

*(c) Village policing*  
Prior to the meeting the Clerk had forwarded the incidents reported to the police for July 2023. The report was noted.

*(d) YLCA York Branch*  
No news to report on this subject.

*(e) Youth Club*  
Councillor Hook reported that there has been some interest in the Chairman's role.

*(f) Any other meeting*  
None.

**23/232 – TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK**

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

**(a) Cornerstone - Proposed Telecommunications Base Station upgrade at Broad Lane**

- (b) CYC - Allerton Drive closure dates
- (c) CYC - Blue badge holders city centre access consultation
- (d) Mott MacDonald Bentley - Proposed work at the pumping station - details of work
- (e) Open Spaces Society - July 2023 ezine
- (f) Poppleton Community Trust - Notice of locking door at 4.30pm Monday-Wednesday for the summer
- (g) Poppleton Community Trust - Thanks for the grant
- (h) Resident asking about mobility scooter access to the Moat Fields
- (i) YLCA - Annual Review 2022-23
- (j) YLCA - NALC Chief Executive's Bulletins
- (k) YLCA - Training webinar 5 September
- (l) YLCA - White Rose Bulletin and Training Bulletins
- (m) YLCA - White Rose updates
- (n) Yorkshire Tree Surgeons - Tree felling quotation

**23/233 – TO NOTE FORTHCOMING MEETINGS**

None.

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
14 Sep	Haxby Community Group	Haxby and Wigginton Health Centre, The Village, Haxby/ 6.00pm	Jones, Hook
TBA	Poppleton Community Trust Exec Committee	Poppleton Centre/ 7.00pm	All
12 Oct	YLCA York Branch	Dunnington Reading Rooms/ 7.00pm	Jones

**23/234 – TO CONSIDER MINOR MATTERS**

None.

**23/235 – TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA**

To consider the painting of yellow lines at the Millfield Lane end of Ebor Way.

**23/236 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 18 SEPTEMBER 2023**

It was agreed that the next meeting would be held at 7.30pm in the Poppleton Centre on Monday 18 September 2023.

There being no other business the meeting was formally closed at 8.40pm.

Chairman.....

Date.....

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