

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 9 MARCH 2020

PRESENT

Councillor Stuart Robson (Chairman)

Councillor Alan Catterick

Councillor Robin Garland

Councillor Anne Hook

Councillor Roper Langford

Councillor Sheri Scruton

Two members of the public

Mr James Mackman (Clerk)

20.051 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and approved from Councillors Ferguson, Johnson and Pyrah.

In his absence due to illness, the Chairman recorded his thanks to Councillor Mark Pyrah as this was to have been his last meeting due to relocation of his business and residence to Bristol.

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

None.

20.053 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 10 FEBRUARY 2020

The minutes of the meeting held on 10 February 2020, having been circulated and read, were accepted with a minor amendment and signed.

20.054 - PUBLIC PARTICIPATION*

Two members of the public addressed the Councillors about planning application 19/02384/FUL.

20.055 - TO RECEIVE THE CITY OF YORK COUNCILLOR'S REPORT – FOR INFORMATION ONLY

City Councillor Anne Hook reported that: -

- The Ward Committee meeting has been arranged for 28 April at 18.00 in the Poppleton Centre.
- The City budget has been approved. Some of the measures should improve things for Poppleton residents, such as local teams to sort issues like fly-tipping, damaged verges and potholes.

20.056 - PLANNING APPLICATIONS

(a) The Councillors considered the planning applications received since the February Parish Council meeting as listed below: -

Details of Planning Applications	Comments
Ref: 20/00126/FUL – Single-storey side and rear extension, reposition front door at 3 School Lane.	No objections

Ref: 20/00204/TPO - Crown reduce 1no. Ash, 1no. Cherry and 1no. Hornbeam protected by Tree Preservation Order no.1/1970 at Poppleton Community Centre, Main Street.	No objections
---	---------------

* Councillor Garland retired from the meeting at this point in the agenda.

Ref: 20/00228/FUL - Change of use of barn, stables and cart shed to create residential dwelling, ancillary accommodation and covered parking with associated external works including re-surfacing of the courtyard at Model Farm, The Green.	We support the change of use but have strong reservations about the movable barn door exposing a glass front which is not in keeping with the Conservation Area.
Ref: 20/00229/LBC - Internal and external works including conversion of barn, stables and cart shed to create 1no. residential dwelling and ancillary accommodation, replace existing doors and windows, re-roof buildings, install new guttering, fill existing air vents with clear acrylic panels, repoint existing brickwork, fill in covered parking and associated external works including re-surfacing of the courtyard at Model Farm, The Green.	We support the change of use but have strong reservations about the movable barn door exposing a glass front which is not in keeping with the Conservation Area.
Ref: 20/00305/LBC - Internal and external alterations in association with conversion of the former stables to habitable annexe accommodation associated with Model Farm house at Model Farm, The Green.	No objections

* Councillor r Garland re-joined the meeting

(b) To note Local Authority Planning Decisions

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

- Ref: 19/02603/FUL – Two-storey side extension, single-storey side and rear extension following demolition of existing garage projection, front porch extension, new vehicular access and driveway and replacement windows throughout at Moorfield, 3 Manor Close.
- Ref: 19/02634/TCA – Fell 1 no. Ash, 1 no. Cypress tree; prune Larch - tree works in a Conservation Area at Mill Wray, Main Street.
- Ref: 19/02764/TPO - Crown lift, thin and reduce Oak protected by Tree Preservation Order no. CYC183 at 81 Station Road.

20.057 - FINANCE

(a) To receive a financial statement

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 9 March 2020. The report reflected the receipts and payments below. The bank balances at 9 March were: -

Current Account	£500.00
Business Money Manager Account	£16,105.97

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

DD	npower	Guild hut electricity	£8.38
2078	James Mackman	Salary – March	£522.89
2079	HM Revenue & Customs	Income tax – March	£130.60
2080	Poppleton Community Trust	Room hire - February	£23.50
2081	Business Stream	Allotment water	£1.78
2081	Vision ICT Ltd	Annual website maintenance fee	£200.00
2082	James Mackman	Expenses	£6.33

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

HSBC	Bank interest	£7.60
------	---------------	-------

(d) *To agree to pay future business stream invoices for allotment water by Direct Debit*

It was agreed that future payments to Business Stream be paid by Direct Debit and the appropriate form was completed and signed. **(Action Clerk)**

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

(a) *Trees –*

Councillor Scruton reported having planted an oak tree on the Green.

(b) *Events*

No report.

(c) *Maintenance including*

i. De-cluttering the Green

It was agreed that the trough currently situated on the verge by the Lord Collingwood car park should be moved to be near the pump on the opposite side of the road. The Chairman is to ask two residents if they will be able to move the trough with a tractor lifting gear **(Action Chairman)**

ii. To consider a quotation for filling in the potholes at the entrance of the car park next to the Lord Collingwood

The Councillors considered a quotation for filling in the potholes. It was agreed that the whole of the entrance into the Lord Collingwood car park needed to be re-laid. It was agreed that quotations should be sought for this work. **(Action Clerk)**

iii. To consider the creation of a working group to advise the Parish Council on the maintenance of the Greens

It was agreed that a working group consisting of Councillors Garland, Johnson and Scruton be appointed to advise the Parish Council on Green matters.

iv. To consider a request for a yellow line in front of Ingham House

A request for a yellow line was considered. It was agreed that Councillor Hook, in her role as a City Councillor, check with the City Council as to what markings on the road would be permissible. **(Action Councillor Hook)**

- v. *To consider a request from the Methodist Church to rope off a section of the Green to enable the Under Fives' Play Group to continue during the renovation of the Hall*

It was agreed that, in the absence of Councillor Johnson, discussion on this subject would be deferred until the April meeting.

(d) Allotments

No news on this subject.

(e) Guild Hut

The Clerk reported that the City Council had again submitted the annual Rate Demand. There is to be no charge to the Parish Council.

20.059 - TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPOSTS & SIGNS

(a) To consider reports on vandalism

None.

(b) To receive other reports

No reports.

20.060 – TO CONSIDER COUNCILLOR & CLERK TRAINING

It was agreed that Councillors Catterick and Scruton be booked on to the YLCA planning event on 25th April. **(Action Clerk)**.

20.061. - TO SEEK CLARIFICATION OVER THE STATUS OF THE TWO AREAS OF LAND WHICH THE CITY COUNCIL HAS CLASSED AS VILLAGE GREENS

After discussion it was agreed that Councillor Langford would seek a definitive definition of the village Greens from the City Council. **(Action Councillor Langford)**

20.062 - TO DISCUSS THE ONGOING PROBLEM WITH THE BLOCKAGE OF SCHOOL LANE

It was agreed that the Clerk should write to the City Council's Highways Department to ask that an Officer visit School Lane and to ensure that vehicular access is available over its whole length. **(Action Clerk)**

20.063 – TO AGREE THE COMBINED PARISH COUNCILS' WEBSITE PAGES LAYOUT

The draft website had been circulated prior to the meeting. A number of amendments had been put forward. It was resolved that the website be adopted. It was noted that Councillor Langford has replaced Councillor Garland on the working group.

20.064 – TO DISCUSS THE ONGOING SUBJECT OF OPENING THE STATION COAL YARD AS A CAR PARK

No news on this subject despite further letters from the Chairman to Jarvis, the owners of the Coal Yard.

20.065 - TO NOTE PROGRESS ON THE PLANNING OF AN EVENT ON 8TH MAY TO CELEBRATE THE 75TH ANNIVERSARY OF VE DAY

It was reported that the event is going ahead. 75 tickets have already been sold.

20.066 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Poppleton Community Trust

Councillor Robson reported that he had agreed to write a letter of support for grants claims to the West Ward Committee to assist in funding of a footpath alongside the Community Centre driveway made by the Trust.

(b) Youth Club

No report.

(c) Village Show

No report.

(d) YLCA York Branch

No report.

(e) Any other meeting

No reports.

20.067 - TO RECEIVE A REPORT ON VILLAGE POLICING

Prior to the meeting the Clerk had given each Councillor a schedule of incidents in Upper Poppleton reported to the police in February 2020. The schedule was noted.

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

(a) Duke of Edinburgh litter picking project (Min. 20.032)

It was noted that the project is now under way with several students from Manor Academy picking up litter around the village.

(b) The renovation of the border in the car park next to the Lord Collingwood (Min. 20.036(c)ii)

No news on this subject.

(c) The removal of the Lord Collingwood flashing lights (Min. 20.036(c)vi)

Councillor Robson reported having requested that the flashing lights be removed. In fact, additional lights have been put up on the tree. The Parish Council has no power to insist on the removal of the lights as they are on Lord Collingwood land. Councillor Hook was asked to enquire if the City Council's Conservation Officer could assist. (Action Councillor Hook)

(d) Removing bus stop posts (Min. 20.045a)

Councillor Langford said that he hoped that the No. 20 bus would be reintroduced at some time and that it would need to have the bus stops. It was agreed not to pursue the idea of having the bus stops removed.

* Councillor Garland retired from the meeting at this point in the agenda.

(e) Relocating litter bins (Min. 20.045b)

It was reported that the bins have now been relocated.

20.069 - TO NOTE CORRESPONDENCE RECEIVED

20.069.01 - The Clerk referred to the following items of correspondence

(a) CYC - Request for meeting dates for 2020 & 2021

(b) Dunnington NSPCC – An invitation to Gardeners Question Time in Dunnington which the Clerk had forwarded to the allotment tenants

20.069.02 - It was noted that the correspondence received since the February Parish Council meeting, as listed below, had been circulated to the Councillors

- (a) CYC - City of York Council Plan for 2019-2023
- (b) CYC - Budget plans
- (c) CYC - Foster carers posters
- (d) YLCA - Planning Training events

20.070 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
15 Mar	PYAG	15 Bankside Close/ 5.30pm	Hook
23 Mar	Village Show	Lord Collingwood/ 7.30pm	Robson, Johnson
4 Jun	YLCA York Branch	Huntington Community Centre/ 7.00pm	Robson
TBA	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.30pm	Ferguson
TBA	V E Day 2020 Celebration	Poppleton Centre/ 7.30pm	Robson, Ferguson, Pyrah

20.071 - TO CONSIDER MINOR MATTERS

The Parish Councillors resolved that in view of the corona virus pandemic, and the probability of there not being meetings of Upper Poppleton Parish Council for the foreseeable future, the Parish Council empowers the Clerk, in conjunction with the Chairman, (or in his absence the Vice Chairman), to do anything expedient and necessary to facilitate the continuing business of Upper Poppleton Parish Council.

20.072 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

None

20.073 - TO AGREE THE DATE OF NEXT MEETING AS TUESDAY 14 APRIL 2020

The date of the next meeting was agreed as **Tuesday** 14 April 2020 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.50pm.

CHAIRMAN

DATE.....

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG
Tel: 01904 399277 - email: clerk@upperpoppletonpc.org.uk

The Parish Council's website can be found at
<http://www.upperpoppletonpc.org.uk/UpperPoppleton/Default.aspx>