

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 13 MARCH 2023

PRESENT:

Councillor Stuart Robson (Chairman)

Councillor Alan Catterick

Councillor Robin Garland

Councillor Anne Hook

Councillor David Johnson

Councillor Roper Langford

Councillor Neil Lawrence

Councillor Sheri Scruton

Three members of the public

Mr James Mackman (Clerk)

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

None.

23.045 - TO RECEIVE APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING

Apologies were received from Councillor Youngman.

23.046 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

Councillor Youngman's reason for absence were approved.

23.047 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 13 FEBRUARY 2023

The minutes of the meeting held on 13 February, having been circulated and read, were accepted and signed.

23.048 - PUBLIC PARTICIPATION*

None.

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

City Councillor Anne Hook reported that the City Council has cleaned the gutters in Bankside Close, Dikelands Lane and Montague Walk.

23.050 - 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: 22/02484/FUL - Erection of wall with iron railings, pillars and gate to frontage at Nos. 93 and 95 Station Road, YO26 6PZ.	The Parish Council objects as it considers that the planning application needs a stopping-up order and that if a stopping-up order were asked for the Parish Council would apply its veto.

Ref: 23/00237/FUL – Single-storey side, rear and front extensions at 5 Fairway Drive, YO26 6HE.	No objections
Ref: 23/00272/FUL – Single-storey side and rear extensions, and dormer to rear at 5 Ebor Way, YO26 6HJ.	The Parish Council has no objections but is of the opinion that a Velux window would be preferable to a dormer or the use of opaque glass in order to preserve the privacy of the neighbours.
Ref: 23/00314/FUL - Laying of internal access track to accommodate 5no. caravan pitches at York Wheatlands Caravan Site, land at Wheatlands, Northfield Lane.	The Parish Council has no objections but asks that the advice of the Ainsty 2008 Drainage Board is followed and that Grade 2 gravel is used.

(b) To note Local Authority Planning Decisions

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

- Ref: 22/01303/TPO - Fell 1no. Ash tree protected by Tree Preservation Order no.1/1970 at 9 Bankside Close.
- Ref: 22/02618/FUL - Partial conversion of garage to hobby room at Collingwood House, Black Dykes Lane, YO26 6PT.
- Ref: 23/00047/TPO - Reduce lateral canopy of 1no. Oak to give 2m clearance to properties - protected by Tree Preservation Order no. 1/1970 at 5 Bankside Close, YO26 6LH.

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

- Ref: 22/00266/FUL - Erection of 36m lattice mast, storage container, and 2.4m high palisade fence enclosure at Electricity Sub Station, Poppleton Bar Park and Ride, Northfield Lane.

It was noted that the following applications had been withdrawn: -

- Ref: 23/00078/FUL – Single-storey rear extension to existing annexe at Model Farm Stable, The Green, YO26 6DP.
- Ref: 23/00079/LBC - External alterations including single storey rear extension to existing annexe at Model Farm Stable, The Green, YO26 6DP

23.051 - 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 13 March 2023. The report reflected the receipts and payments below. The bank balances on 13 March were: -

Current Account	£100.00
Business Money Manager Account	£45,764.88

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

106 DD	Scottish Water	Allotments water	£12.68
107 CHG	HSBC	Bank charges	£8.00
108 BP	Poppleton Trust	Community Room hire – February	£28.00
109 BP	Poppleton Trust	Community Centrepiece advert	£85.00

110 BP	James Mackman	Salary – March	£587.14
111 BP	HMRC	Income Tax - March	£146.80
112 BP	Nether Poppleton PC	Half share of the annual cost of the Neighbourhood Plan website	£30.00
113 BP	James Mackman	Expenses	£3.00

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

City of York Council	Annual double taxation relief	£2,508.90
HSBC	Three months' bank interest	£100.47
HMRC	VAT refund	£123.72

(e) *To re-appoint the internal auditor*

It was agreed to re-appoint Linda Cariss as the Parish Council's internal auditor for 2023-24.

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

(a) *Trees including considering quotations for the work identified in the last tree survey*

It was agreed that two more estimates for the work be available for the next meeting. **(Action Clerk)**

(b) *Events including the approval of the Children's Sports Day request*

The Councillors considered the Greens' Usage form from the Poppleton Children's Sports Day Committee and agreed that the event could go ahead on Monday 29th May 2023. **(Action Clerk)**

(c) *Maintenance including considering tenders and appointing a grass cutting contractor for the next three years*

The Councillors considered the two tenders received for the grass cutting contract and agreed to appoint Sleightholm Landscape, the current contractor, for the next three years. **(Action Clerk)**
ward

(d) *Allotments*

No news on this subject.

(e) *Guild Hut*

EDF have managed to contact the smart electricity meter so the Clerk now has no need to take and submit monthly readings.

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

(a) *To receive an update on the possibility of converting the old coal yard at the station into a car park*

No further news on this subject.

(b) *To consider reports on vandalism*

No reports.

(c) *To discuss possible new access routes to and from the Northminster Business Park*

The Councillors were concerned about the volume of traffic generated by the Northminster Business Park and recommend that a different access route, other than Northfield Lane, be constructed. It was suggested that this recommendation be sent to the City Council for their consideration. It was to give some respite to the residents in Northfields Lane from the vastly increased traffic noise which would increase exponentially if DPD expand their delivery service with HGVs using the lane during the night. It was further agreed that no planning approvals should

be allowed until a new access road had been constructed ideally from the A59 at the western end of the park and ride site.

(d) To receive other reports

None.

23.054 – 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

23.055 – TO DISCUSS BUS SERVICES BETWEEN UPPER AND NETHER POPPLETON TO AND FROM YORK CITY CENTRE

Various suggestions as to how the bus service from the A59 Park & Ride could be improved were discussed. It was agreed that the manager of First Bus York be invited to come to the April Parish Council meeting and address the Councillors. **(Action Clerk)**

23.056 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) King Charles III Coronation on 6 May 2023

As reported last month, arrangements for the event are well in hand.

(b) Listed Buildings Working Group

No report.

(c) Poppleton Community Trust

No report.

(d) Village Show

Councillor Johnson reported that the programme has gone to the printers.

(e) YLCA York Branch

Councillor Robson reported on the recent meeting of 16th February when the problems incurred with shortage of bus drivers was impacting on bus services with reduced timetables was discussed. The Liaison Committee had this as a standing item on the agenda. The Poppleton Park and Ride was promised to reopen in time for Easter. Further topics included the new Community Infrastructure Levy (CIL) compared to Section 106 funds and the forthcoming Parish Council Elections in May.

(f) Youth Club

No further news on this subject.

(g) Any other meeting

None.

23.057 – TO RECEIVE A REPORT ON VILLAGE POLICING

Prior to the meeting the Clerk had forwarded the incidents reported to the police for February 2023. The report was noted.

23.058 – TO NOTE NETHER POPPLETON PARISH COUNCIL'S DISCUSSION AT THEIR FEBRUARY MEETING ON THE SUBJECT OF ONE PARISH COUNCIL FOR POPPLETON

It was reported that Nether Poppleton Parish Council is awaiting a detailed response from the YLCA. When the response is received there will be an informal meeting of all Councillors to determine what action, if any, will be recommended to the respective Parish Councils.

23.059 – TO RECEIVE THE CLERK’S REPORT ON PROGRESS ON THE FOLLOWING:

(a) *Repairs to the railings opposite the tennis courts in Main Street (Min. 23.037a)*

It was noted that the railings have been repaired but are not now parallel to the road. The City is to be asked to revisit the site and make good the repair. **(Action Clerk)**

(b) *Setting up a formal approval process for use of the Green (Min. 23.037b)*

The Clerk reported that he had now managed to create a link on the Parish Council’s website which gives information as to how to obtain the Greens’ Usage Form.

(c) *The installation of the seat to commemorate Ilene Wilson (Min. 23.037c)*

It was noted that the seat has now been installed.

(d) *Replacing the bollard in front of the Co-op (Min. 23.037d)*

This will be done as soon as the weather is warmer.

(e) *Replacing the bollard in front of the White Horse Inn (Min. 23.029diii)*

The Clerk reported that he had ordered the replacement bollard from Glasdons.

(f) *Purchasing pedestrian road warning signs (Min. 23.034)*

These have yet to be purchased. **(Action Clerk)**

23.060 – TO NOTE CORRESPONDENCE RECEIVED

23.060.01 – The Clerk referred to the following items of correspondence received since the February Parish Council meeting

(a) New Earswick Swimming Club - Request for a grant

(b) The estate of Geoffrey Brown giving a donation of £1,000 to “Poppleton Parish Council”

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

(a) CYC – Information regarding the 4th May elections

(b) CYC - Acknowledgement of road closure notice

(c) Dan Calvert - CYC-Response to Bankside Close horse chestnut tree enquiry

(d) Haxby Group - Our Haxby Community - next meeting 02/03/23

(e) North Yorkshire Police, Fire and Crime Commissioner - Commissioner Zoë's Newsletter - February 2023

(f) Sarah Butcher - CYC Corporate Support Manager-Northfield Lane emails

(g) Transport Initiatives - York Access Control Barrier Review stakeholder meeting: 14th March

(h) YLCA - NALC Chief Executive's Bulletins

(i) YLCA - White Rose updates

(j) YLCA -Councillors' discussion forums

(k) YLCA - NALC Parliamentary Briefing - Levelling Up and Regeneration Bill

(l) YLCA - Civility and Respect Project – March Newsletter and Latest Information

23.061 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
TBA	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Youngman
TBA	YLCA- Councillors discussion forum		All

26 Mar	Chantry Green pond proposal	Poppleton Centre/ 11.30am	All
6 Jun	YLCA York Branch	TBA	

23.062 - TO CONSIDER MINOR MATTERS

None.

23.063 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

None.

23.064 - TO AGREE THE DATE OF NEXT MEETING

It was agreed that, with the second Monday in April being Easter Monday, the next meeting be held on Monday 3rd April 2023. It will be preceded by the Annual Parish Meeting.

There being no other business the Chairman closed the meeting at 9.00pm.

CHAIRMAN

DATE.....

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

The Parish Council's website can be found at <https://poppleton-pc.org.uk/>

DRAFT