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 FEBRUARY 2020

PRESENT
Councillor Stuart Robson (Chairman)

Councillor Alan Catterick
Councillor Robin Garland
Councillor David Johnson
Councillor Anne Hook
Councillor Roper Langford
Councillor Mark Pyrah
Councillor Sheri Scruton

Four members of the public

Mr James Mackman (Clerk)

20.029 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE
Apologies for absence were received and approved from Councillor Ferguson.

20.030 - TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS
None.

20.031 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 13 JANUARY 2020
The minutes of the meeting held on 13 January 2020, having been circulated and read, were accepted and signed as a true record.

20.032 - PUBLIC PARTICIPATION*
Two students from the Manor Academy asked the Parish Council's permission to partake in litter-picking activities for their Silver Duke of Edinburgh Award. The Clerk said that the Parish Council had had a total of five requests for litter picking. He had already given out two pickers. The Councillors supported the students' participation in the Scheme. It was agreed that the three students should be lent litter pickers for the duration of the Scheme. A schedule is to be drawn up which allocated areas for each of the students to keep litter free. **(Action Clerk)**

20.033 - TO RECEIVE THE CITY OF YORK COUNCILLOR'S REPORT – FOR INFORMATION ONLY
City Councillor Anne Hook reported that there was a noticeable increase in the incidents of dog dirt on the footpaths in the village.

20.034 - PLANNING APPLICATIONS
(a) The Councillors considered the planning applications received since the January Parish Council meeting as listed below: -

Details of Planning Applications	Comments
Ref: 20/00073/FUL - Variation of condition 2 (approved plans) of permitted application 19/00422/FUL for render to rear at first floor level at Tresco, 2 Copper Beech Close.	No objections

Ref: 20/00080/FUL - First floor side extension at 8 Beech Way.	No objections
Ref: 20/00138/FUL – Two-storey side and single-storey front extension (revised scheme to previous approval 19/01936/FUL) at 7 Fairway Drive.	No objections
Ref: 20/00152/ADV – Display of 4no. digital freestanding signs and 1no. digital booth screen at McDonalds Restaurant Ltd Boroughbridge Road.	No objections
Ref: 20/00170/TPO - Crown clean Ash; crown lift to 4m and prune Oak protected by Tree Preservation Order no.1/9 at 5 Bankside Close.	No objections to the work to the trees but not happy that the paperwork submitted by the City Council was incorrectly worded.

(b) To note Local Authority Planning Decisions

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

- Ref: 19/01753/FUL – Two-storey rear extension and single-storey rear extension, with projecting single storey canopy to side and rear. Installation of solar pv panels to side roof plane at Dene Holm, The Green.
- Ref: 19/02104/FUL – Single-storey side extension following demolition of existing garage, replacement roof covering and replacement window/doors at 12 Brackenhills.
- Ref: 19/02256/LBC - External alterations associated with re-pointing of facing brick to rear elevation to include replacement lintel above rear door at Model Farm, The Green.
- Ref: 19/02365/FUL - Detached garden building to rear 18 Station Road.
- Ref: 19/02599/FUL – Single-storey side and rear extension at Courtlands, Black Dykes Lane.
- 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.

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

- Ref: 18/01059/FUL – Installation of air conditioning units to external wall of cellar (retrospective) at The Lord Collingwood, The Green.
- Ref: 19/01515/FUL - Variation of Condition 2 (Approved plans) and Condition 11 (Drainage scheme) of permitted development ref: 18/02158/FULM for alterations to the internal access road and car park layout and the surface water drainage scheme at Land to the South of Northminster Business Park, Harwood Road.

20.035 - 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 10 February 2020. The report reflected the receipts and payments below. The bank balances at 10 February were: -

Current Account	£500.00
Business Money Manager Account	£17,032.27

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

DD	npower	Guild hut electricity	£11.80
2074	Poppleton Community Trust	Room hire - January	£23.50
2075	James Mackman	Salary – February	£522.69

2077	James Mackman	Expenses	£4.22
2076	HM Revenue & Customs	Income tax – February	£130.80

(c) To receive a report on income received

City of York Council	Double taxation relief 2019-20	£2,321.85
Allotment tenant	2020-21 rent in advance	£25.77

(d) To appoint an internal auditor

It was agreed to reappoint Linda Cariss as the Parish Council's internal auditor.

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

(a) *Trees* –

No report.

(b) Events

(c) Maintenance including

i. De-cluttering the Green

It was reported that the concrete ends of the Coronation seat on Chantry Green have now been removed. Also removed from Chantry Green was the damaged NO PARKING sign.

ii. To consider a quotation for the revised renovation of the border in the car park next to the Lord Collingwood

The Councillors agreed to accept the revised quotation for the yew hedging and the Clerk is to action the work. **(Action Clerk)**

iii. To consider the tenders for the grass-cutting contract renewal

It was agreed to accept the tender from Acer Garden Services for the period from 1 April 2020 to 31 March 2023.

iv. Filling in the potholes at the entrance of the car park next to the Lord Collingwood

It was agreed that filling in the potholes is the Parish Council's responsibility. It was resolved that the Clerk, in consultation with the Chairman, be authorised to commission the remedial work needed. **(Action Clerk and Chairman)**

v. It was noted that there is a depression in the Green in front of the bungalows where Yorkshire Water carried out some remedial work last year. It was agreed that the Clerk write to Yorkshire Water to ask that the Green be restored. **(Action Clerk)**

vi. It was reported that the Lord Collingwood landlord has not removed the flashing Christmas lights. It was agreed that the landlord be asked to remove the lights as soon as possible. **(Action Councillor Robson)**

(d) Allotments

The Clerk reported that one of the existing tenants had given notice on her allotment. The allotment had been offered to the person who had been on the waiting list for the longest time (since July 2017) and she had agreed to take over the tenancy. One more name had been added to the waiting list during the last month so there are still three names on it.

(e) Guild Hut

No report.

20.037 - TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

(a) To consider reports on vandalism

None.

(b) To receive other reports

No reports.

20.038 – TO CONSIDER COUNCILLOR & CLERK TRAINING

It was noted that are no appropriate YLCA training courses at the moment.

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

It was agreed to defer discussion on this subject until the March meeting.

20.040 – TO RECEIVE AN UPDATE FROM THE WEBSITE WORKING GROUP ON THE COMBINED WEBSITE WITH NETHER POPPLETON PARISH COUNCIL AND AGREE THE FINANCIAL IMPLICATIONS

It was reported that a contract has been signed with NetWiseUK who will construct the new website to the Parish Councils' requirements. It was confirmed that the costs of establishing a website and the ongoing development and maintenance costs would be shared on a 50:50 basis with Nether Poppleton Parish Council.

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

Councillor Robson reported that he had written to the three organisations that have a stake in the Coal Yard but that he had had replies from none. It was agreed that the Chairman should make a formal complaint about the failure of the companies to respond. **(Action Councillor Robson**)

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

Councillor Robson reported that a nine-piece band had been booked and food for the event was being organised. Councillor Pyrah is organising the publicity and posters. There is to be a £20 charge for attending the event and this will cover supper but not drinks.

20.043 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) Poppleton Community Trust

No report.

(b) Youth Club

No report.

(c) Village Show

Councillor Johnson said that the organisation of the show was on track to do better than last year.

(d) YLCA York Branch

Councillor Catterick reported on the meeting held at the Guildhall when the City Council's Charter with Parish Councils was discussed. There was nothing of particular relevance to the Parish Council.

(e) Any other meeting
Councillors Robson and Catterick attended a second meeting of YLCA 9th February when it was anticipated that the answers to submitted questions would be answered by Mr Ferris. In the event it was promised that the answers would be e-mailed the following day which prevented any secondary questions or discussions

20.044 - TO RECEIVE A REPORT ON VILLAGE POLICING
Prior to the meeting the Clerk had given each Councillor a schedule of incidents in Poppleton reported to the police in January. It was noted that, for the second month in a row, no incidents relating to Upper Poppleton had been reported.

20.045 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING:
(a) Removing bus stop posts (Min. 20.023a)
No news on this subject.

(b) Relocating litter bins (Min. 20.023b)
The Clerk reported that the City Council has now taken possession of a new supply of litter bins. It was agreed that Councillor Johnson would accompany a City Council Officer on a tour around the village and he would point out where the selected bins are to be relocated. **(Action Councillor Johnson)**

20.046 - TO NOTE CORRESPONDENCE RECEIVED
20.046.01 - The Clerk referred to the following items of correspondence
(a) All Saints Church response to the grant awarded for 2020-21
(b) Information Commissioner's Office - Confirmation of Renewal
(c) Millennium Green response to the grant awarded for 2020-21
(d) YLCA - Details of new website and access to it

20.046.02 - It was noted that the correspondence received since the January Parish Council meeting, as listed below, had been circulated to the Councillors
(a) CYC - Bankside Close TPO query reply
(b) CYC - Coronavirus update
(c) CYC – refusal to install a white line opposite 92 Main Street
(d) CYC - Response to Low Millfield Lane access
(e) Director of Public Health for York - Coronavirus update
(f) Environment Agency - Update: Terry Avenue access during construction
(g) North Yorkshire Police Commissioner - Precept consultation
(h) Town & Parish Council Websites - January Newsletter
(i) YLCA - Neil Ferris replies
(j) YLCA - White Rose Update

20.047 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
5 Mar	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.30pm	Ferguson
4 Jun	YLCA York Branch	Huntington Community Centre/ 7.00pm	Robson
TBA	Village Show	Lord Collingwood/ 7.30pm	Robson, Johnson

TBA	V E Day 2020 Celebration	Poppleton Centre/ 7.30pm	Robson, Ferguson, Pyrah
TBA	PYAG	15 Bankside Close/ 8.00pm	Hook

20.048 - TO CONSIDER MINOR MATTERS
None.

20.049 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA
None

20.050 - TO AGREE THE DATE OF NEXT MEETING AS MONDAY 9 MARCH 2020
The date of the next meeting was agreed as Monday 9 March 2020 at 7.00pm.

There being no other business the Chairman closed the meeting at 9.02pm.

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