

## 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 2023

#### PRESENT:

Councillor Stuart Robson (Chairman)	Eleven members of the public signed in
Councillor Alan Catterick	One policeman
Councillor Robin Garland	
Councillor Anne Hook	Two PCSOs
Councillor David Johnson	
Councillor Roper Langford	The City Council's Traffic and Highway
Councillor Neil Lawrence	Development Manager
Councillor Sheri Scruton	
	Mr James Mackman (Clerk)

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

None.

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

Apologies were received from Councillor Youngman.

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

Councillor Youngman's reason for absence were approved.

#### **23.024 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 JANUARY 2023**

The minutes of the meeting held on 9 January, having been circulated and read, were accepted and signed.

#### **23.025 - PUBLIC PARTICIPATION\***

Residents mentioned the following subjects: -

- The Northminster Business Park proposed development and the adverse effect on residents of traffic in Northfield Lane. It was suggested that access to the Northminster Business Park should be from a new roundabout constructed on the A1237 and not from the A59 as at present
- The Green verges in Station Road and stopping up orders
- Problems with the Model Farm development and the wall by the entrance
- The removal of hedges in School Lane
- The police gave an account of incidents reported to them over the last two months

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

City Councillor Anne Hook reported that the planning application for the erection of a telecommunications mast in the A59 Park & Ride had been refused by the City Council.

### 23.027 - 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: 22/02618/FUL - Partial conversion of garage to hobby room at Collingwood House, Black Dykes Lane, YO26 6PT.	No objections
Ref: 22/02605/FUL - Change of use of 3no. existing agricultural buildings to use classes B2, B8 and E(g) to include lighting, amendments to external materials and fenestration and additional hard standing to create new service yards, parking and access. Extension of Cropton Road to provide access to development from Northminster Business Park at land and buildings lying to the North West Of Moor Lane and forming part of Oakwood Farm, Northfield Lane, Upper Poppleton.	You will find the Parish Council's comments on this planning application at the end of these minutes
Ref: 22/02632/FUL - Single-storey rear extension following demolition of existing conservatory, and hip to gable roof enlargement with dormer to rear and 1no. rooflight to front at 78 Station Road, YO26 6QA.	No objections
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.	No objections
Ref: 23/00078/FUL – Single-storey rear extension to existing annexe at Model Farm Stable, The Green, YO26 6DP.	The Parish Council has no objections but is concerned that that the extension would reduce the number of parking spaces on site and this could increase parking on surrounding streets.
Ref: 23/00079/LBC - External alterations including single storey rear extension to existing annexe at Model Farm Stable, The Green, YO26 6DP.	The Parish Council has no objections but is concerned that that the extension would reduce the number of parking spaces on site and this could increase parking on surrounding streets.
Ref: 23/00209/FUL – Single-storey rear extension at Mulberry House, 59 Station Road, YO26 6PZ.	No objections

Note that Councillor Garland left the room so as not to be present when the two applications for Model Farm were discussed.

*(b) To note Local Authority Planning Decisions*

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

- Ref: 22/00205/FUL - Conversion of former cart shed building into a separate self-contained dwellinghouse (use class C3) with external openings, internal alterations, gardens and associated parking (revised proposal to 20/01926/FUL) at Model Farm Barn, The Green.
- Ref: 22/00206/LBC - Internal and external alterations in association with the conversion of the former cart shed building into a separate self-contained dwellinghouse (use class C3) with external openings, internal alterations, gardens and associated parking (revised proposal to 20/01927/LBC) at Model Farm Barn, The Green.
- Ref: 22/00896/FUL – Variation of conditions 2 and 9 of permitted application 21/00796/FULM to alter the number and type of EV chargers, land to the south of Northminster Business Park, Harwood Road.
- Ref: 22/02106/FUL – Two-storey side extension and single-storey rear extension following demolition of existing garage and side extension at 1 Cherry Grove, YO26 6HG.
- Ref: 22/02154/FUL – Single-storey side extension following demolition of existing garage at Brackenhill, Main Street, YO26 6DL.
- Ref: 22/02435/FUL - First floor rear extension at 17 Beech Grove, YO26 6DS.
- Ref: 22/02590/FUL - First floor side extension and single-storey rear extension and replacement canopy to front (resubmission) at 16 Fairway Drive, YO26 6HE.

**23.028 - 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 February 2023. The report reflected the receipts and payments below.

The bank balances on 13 February were: -

Current Account	£500.00
Business Money Manager Account	£43,362.41

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

100 DD	EDF Energy	Guild hut electricity	£8.76
101 CHG	HSBC	Bank charges	£8.00
102 BP	Poppleton Community Trust	Room hire – January	£28.00
103 BP	James Mackman	Salary – February	£587.14
104 BP	HMRC	Income Tax - February	£146.80
105 BP	James Mackman	Expenses	£8.83
106 DD	Scottish Water	Allotment water	£13.5

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

None

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

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

The report covered the items listed below.

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

No report on this subject.

*(c) Events*

It was noted that a completed Green Usage form had been received requesting the use of the Green on 13 May. The Councillors agreed to the request.

*(d) Maintenance including*

*i. Agreeing the design of seats for installing on the Green*

The Councillors considered three designs of seats with metal ends and wooden laths. It was agreed that all three were acceptable and that the choice would be offered to any future applicant for a seat.

*ii. To note the public meeting on 26 March regarding the proposal to construct a pond on Chantry Green*

Councillor Garland referred to the leaflet that is being distributed advertising the public meeting. The Greens' Committee recommended that a two-thirds majority of those voting would be needed to advance the project.

*iii. Replacing the missing bollard in front of the White Horse Inn*

One of the bollards in front of the White Horse was knocked out of the ground some time ago. It has since disappeared. The Councillors agreed that it should be replaced and agreed that a new bollard be purchased and installed. **(Action Clerk)**

*(e) Allotments*

No news on this subject.

*(f) Guild Hut*

No news on this subject.

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

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

Councillor Robson reported on a meeting held with Julian Sturdy MP and representatives from railway companies. Mr Sturdy is pushing the railway companies to make a decision on the use of the former coal yard as a car park.

*(b) To consider reports on vandalism*

No reports.

*(c) To discuss the preservation of grass verges in the village*

It was resolved that the Parish Council would exercise its veto on any stopping up order.

*(d) To discuss the reinstatement of the hedges in Westfield Lane*

Councillor Scruton recommended that hedges and trees be planted in Westfield Lane verges.

The local farmer who owns the fields either side of Westfield Lane pointed out that there is a drainage problem in the dip in the lane which is looked after by a pipe which would be a problem if hedges were planted. He further said that if hedges were planted he would dig them up.

The City Council's Traffic and Highway Development Manager outlined the options open to the Parish Council.

It was resolved that the hedges be planted to continue the existing boundary lined up to the hedges at the far end of the lane when the width of the highway had been agreed between CYC and the landowner.

*(e) To receive other reports*

None.

**23.031 – 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

**23.032 – TO RECEIVE A REPORT AND DISCUSS THE CONTENTS OF A DRAFT LETTER TO CYC CONCERNING THE POSSIBLE DEVELOPMENT OF THE BLAIRGOWRIE SITE**

The Councillors considered a draft letter which had been circulated prior to the meeting. After discussion it was resolved not to send that letter but one which particularly referred to the Neighbourhood Plan. It was also reported that the owner of the site had appointed an architect from Harrogate, and he was to visit the site together with the owner's agent on 1st March. **(Action Clerk)**

**23.033 – TO DISCUSS THE REPORT OF THE ONE PARISH COUNCIL FOR POPPLETON WORKING PARTY**

Councillors Lawrence and Johnson reviewed the status of the One Parish Council working group. The list of questions and answers circulated prior to the meeting covered most of the major points concerning the Grouping of Upper and Nether Poppleton Parish Councils. The outstanding issues relate to finances. These are awaiting answers from the YLCA.

The next steps are: -

- (a) Discussions in the Nether Poppleton Parish Council meeting on 20th February.
- (b) An informal meeting of the two Parish Councils to be held to discuss the details and practicalities of Grouping. The attendance at the meeting of a YLCA expert will be requested.
- (c) A Parish Meeting will be organised. This is the only forum at which a legal decision can be taken.

The Councillors voted in favour of continuing with the above plan.

**23.034 - TO CONSIDER PURCHASING PEDESTRIAN ROAD WARNING SIGNS**

It was agreed that seven road warning signs be purchased for use at the Village Show on 19 August. **(Action Clerk)**

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

*(a) King Charles III Coronation on 6 May 2023*

Councillor Robson reported that the arrangements for the event are well in hand. Nearer the event there will be posters on the notice boards and details on the Parish Councils' website.

*(b) Listed Buildings Working Group*

No news on this subject.

*(c) Model Farm easement project*

It was noted that there is no request for an easement at the moment and it was agreed to remove this item until an easement is requested.

*(d) Poppleton Community Trust*

No news on this subject.

*(e) Village Show*

Councillor Johnson reported that the “carrot in a bucket” seeds and “spud in a bucket” potatoes will be available at the Allerton Drive shops between 9.00am and 11.30am on Saturday, 15th April.

*(f) YLCA York Branch*

No news on this subject.

*(g) Youth Club*

It was noted that the Youth Club continues to be successful with approximately 50 youths attending the sessions.

*(h) Any other meeting*

None.

**23.036 – TO RECEIVE A REPORT ON VILLAGE POLICING**

Prior to the meeting the Clerk had forwarded the incidents reported to the police for December 2022 and January 2023. The reports were noted.

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

*(a) Repairs to the railings opposite the tennis courts in Main Street (Min. 23.015c)*

No news on this subject.

*(b) Setting up a formal approval process for use of the Green (Min. 23.015d)*

The Clerk reported that he had updated the Parish Councils’ website and was about to add the Greens’ Usage form to it.

*(c) The installation of the seat to commemorate Ilene Wilson (Min. 23.015e)*

It was reported that the position of the seat has been agreed with Mr Wilson. New stone slabs for the base have been bought. The seat should be installed within the next week.

*(d) Replacing the bollard in front of the Co-op (Min. 23.009(d)iii)*

The Clerk reported that there is a delay in replacing the bollard because the weather is too cold to allow the cold tar to be laid.

**23.038 – TO NOTE CORRESPONDENCE RECEIVED**

*23.038.01 – The Clerk referred to the following items of correspondence received since the January Parish Council meeting*

*(a) CYC - Double taxation information*

*(b) Poppleton Library - Query re Neighbourhood Plan availability of hard copy*

*(c) Resident re the opening date of the A59 Park & Ride*

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

- (a) Neighbourhood Watch - Our News - February 2023
- (b) Open Spaces Society - January 2023 ezine
- (c) Systra - Local Cycling and Walking Infrastructure Plan - webinar details
- (d) Transport Initiatives LLP - Invitation to meeting re barriers
- (e) YLCA - Training programme January to March
- (f) YLCA - NALC Chief Executive's Bulletins
- (g) YLCA - Parliamentary briefing- Levelling Up and Regeneration Bill- Lords second reading 17 January 2023
- (h) YLCA - Notice of York Branch Zoom meeting 16 February
- (i) YLCA - White Rose updates
- (j) Zurich Insurance - King George III Coronation insurance

**23.039 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
TBA	Poppleton Community Trust Executive	Poppleton Centre/ 7.30pm	Youngman
14 Feb	YLCA- Councillors discussion forum	Zoom/ 6.45pm	All
16 Feb	YLCA York Branch	Zoom/ 7.00pm	Catterick, Robson
6 Mar	Coronation Working Group	Poppleton Centre/ 7.30pm	Robson & Lawrence

**23.040 - TO CONSIDER MINOR MATTERS**

None.

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

To consider the tenders for grass cutting from April 2023 to March 2026.

**23.042 - TO AGREE THE DATES OF BOTH THE APRIL AND MAY 2023 PARISH COUNCIL MEETINGS**

It was noted that the second Mondays in April and May are both Bank Holidays this year. Alternative meeting days were discussed and the Clerk is to check with the Poppleton Centre as to the availability of the dates. **(Action Clerk)**

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

It was agreed that the next meeting be held on Monday 13<sup>th</sup> March 2023.

There being no other business the Chairman closed the meeting at 10.21pm.

CHAIRMAN .....

DATE.....

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

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

Please note that the Parish Councillors have considered the planning application below: -

Ref: 22/02605/FUL - Change of use of 3no. existing agricultural buildings to use classes B2, B8 and E(g) to include lighting, amendments to external materials and fenestration and additional hard standing to create new service yards, parking and access. Extension of Crompton Road to provide access to development from Northminster Business Park at land and buildings lying to the North West Of Moor Lane and forming part of Oakwood Farm, Northfield Lane, Upper Poppleton.

The decision was D.

Upper Poppleton Parish council objects to the planning application for a change of use of the agricultural buildings adjacent to Northminster business park to B2, B8, and E(g).

The grounds for our objection are threefold:

- a) the change of use will generate additional traffic on Northfield Lane.
- b) the change of use is not in line with current or future government policy on Green Belt land.
- c) the change of use does not take into account either the Upper and Nether Poppleton or the Rufforth and Knapton Neighbourhood Plans policies on preserving the Green Belt.

#### **Traffic on Northfield Lane**

Northfield Lane is home to several residential properties. Development in the last couple of years on the business park has already generated excessive traffic noise at night and during the day. This is negatively impacting on the health and wellbeing of residents and further traffic on Northfield Lane will make this even more intolerable. The level of traffic at all hours and on every day of the week is already causing considerable disturbance and distress to the residents of Northfield Lane. CYC will be already aware of this problem.

Traffic going to the farm buildings in the past would have been minimal, either to access machinery or store crops, and as such would have only taken place during limited times of the year, and with very few passages of machinery or vehicles in a single day. Any alternative use will generate much more traffic.

If CYC were to allow a change of use for these buildings we think that this must be conditional on there being no increase in traffic on Northfield Lane. Therefore all employees and visitors to the buildings must be required to use parking spaces at the Poppleton Park and Ride site or walk or cycle to the 3 buildings, or an alternative access to the business park that does not use Northfield Lane must be provided.

#### **Development on Green belt – government policy**

The current National Planning Policy Framework (Chapter 13, Paragraphs 137 to 151) is clear and includes the statement “The fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of Green Belts are their openness and their permanence.” It is our view that the change of use of farm buildings to business use with concomitant increase of traffic and of built elements, i.e. parking areas, hardstanding, paths, bicycle shelters and exterior lighting is not consistent with the status of the Green Belt.

The government has stated that it intends to strengthen the protection given to Green Belts in the recent “Consultation on Levelling-up and Regeneration Bill: reforms to national planning



policy” published 22 December 2022. In relation to Protecting Green Belt land, the consultation states there are intentions to make “Amendments to reflect the commitment in the Levelling Up White Paper to bringing forward measures to ‘green’ the Green Belt, to improve its environmental and recreational value. “The consultation also refers to strengthening the role of Neighbourhood Plans in Local Plans “taking Neighbourhood Priorities Statements into account when preparing local plans”.

The White Paper “Levelling Up the United Kingdom” published on 2nd February 2022 reiterates government commitment to protecting Green Belts, and the role of local communities in doing so. “The UK Government plans to empower local leaders and communities to reimagine their urban green space and improve access for communities who lack it. This includes enhancing and maintaining protection of the Green Belt.”

It is our view that the proposal does not meet the tests required for development in the Green Belt in either current or future planning policy.

### **Development on Green Belt – Neighbourhood Plan policy**

The consultation on planning reform noted above refers to strengthening the role of Neighbourhood Plans in local plans “taking Neighbourhood Priorities Statements into account when preparing local plans”. We therefore think that the Rufforth and Knapton Neighbourhood Plan and Upper and Nether Poppleton Neighbourhood Plan, both of which have been adopted, are a material issue when considering any application for development within the Northminster Business Park area.

The Rufforth plan comments about the expansion of Northminster Business Park in section 8.16.7 “it is felt that this development is too large and does not meet our definition for small scale commercial enterprises”.

The Upper and Nether Poppleton plan also states (about Northminster business park) “The site is compact and has limited road access down a narrow lane. Expansion within the curtilage of this site would be acceptable. Further expansion would compromise the green belt.”

### **The Draft Local Plan**

It should be noted that the local plan is still in draft and was drawn up in the 2010s and since modified many times. As noted above, national policy on Green Belts has been strengthened since then. It is therefore likely that the draft local plan will be revised and potentially altered to reflect this change before it is adopted/confirmed. We think that irreversible changes to our Green Belt should not be made on the basis of an unconfirmed local plan which contradicts both national and neighbourhood stated plans and priorities.

It is remarkable that the applicant in his Planning Statement, having made a case that the emerging Local plan supports his plan, includes the following comment:

“7.8.3. It is understood the emerging Local Plan suggests BREEAM 'Excellent' should be demonstrated in respect of conversions of non-residential buildings. However, the emerging Local Plan policy has yet to be fully examined or adopted by the Council and so it carries limited material weight at this moment in time.”



Map showing original size of Northminster Business Park. The proposed expansion in the draft Local Plan is outlined in red. The hashed area is land which might be developed further in the future.

James Mackman  
Clerk to Upper Poppleton Parish Council