

UPPER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, MAIN STREET, UPPER POPPLETON AT 7.00 PM ON THURSDAY 18 MAY 2023

PRESENT:

Councillor Neil Lawrence (Chairman)

Councillor Alan Catterick

Councillor Ian Clark

Councillor Bill Hall

Councillor Anne Hook

Councillor David Johnson

Councillor Richard Robson

Councillor Sue Tomlinson

Retired Councillor Stuart Robson

One member of the public

Mr James Mackman (Clerk)

ANNUAL MEETING AGENDA

The retiring Chairman, Stuart Robson, chaired the meeting for the first item on the agenda.

23.078 - TO ELECT A CHAIRMAN

Councillor Lawrence was elected Chairman for the year.

23.079 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE

Councillor Lawrence signed his Chairman's Declaration of Office.

Councillor Catterick thanked Stuart Robson for his many years' service on the Parish Council and wished him an enjoyable retirement.

23.080 - TO CONFIRM THE COUNCILLORS' DECLARATION OF OFFICE

The Clerk confirmed that all Councillors present had signed their respective Declaration of Office.

23.081 – INTRODUCTION OF NEW COUNCILLORS

All the Councillors introduced themselves.

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

Apologies for absence had been received from Councillor Scruton.

23.083 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

Councillor Scruton's reason for absence was approved.

23.084 - ANNUAL APPOINTMENTS

OFFICE	COUNCILLORS
Vice-Chairman	Johnson
Greens Working Group	Lawrence, Johnson, Scruton
Planning Group	(Decision deferred)
Listed Buildings Working Group	Scruton
One Parish Council for Poppleton Working Group	Johnson, Lawrence

OFFICE	COUNCILLORS
Poppleton Community Trust Observers	Hall
Poppleton Moat Fields Management Group	Catterick
Poppleton Village Show Working Group	Johnson
Poppleton Youth Action Group Representative	Robson
Yorkshire Local Councils Associations Representatives	Catterick, Tomlinson

MEETING AGENDA

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

None.

23.086 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 3 APRIL 2023

The minutes of the meeting held on 3 April, having been circulated and read, were accepted and signed.

23.087 - PUBLIC PARTICIPATION

None.

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

City Councillor Anne Hook reported that the City Council is looking to introduce a 40mph limit in Hodgson Lane between the Red Lion and the 30mph sign and in Black Dyke Lane. This should be done when the 40mph limit is extended on the A59 from Northfield Lane to the Red Lion.

23.089 - PLANNING APPLICATIONS

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

Details of Planning Applications	Comments
Ref: 23/00537/ABC3 - Change of use of agricultural building to 1no. dwellinghouse under Class Q Part 3 Schedule 2 of Article 3 of The Town and Country Planning (General Permitted Development) Order 2015 at Agricultural Building east of Mullingar Farm and north of Low Moor Lane, Hessay.	The Parish Council objects to the application on the following grounds: - Inappropriate development in the Green Belt Need has not been proved. The bats have not been considered. We are concerned that it would set a local precedent. We are not aware that an agricultural use has been sought elsewhere within the community.
Ref: 23/00569/FUL - Single-storey rear extension following demolition of existing conservatory at 15 Beech Way, YO26 6JD	No objections
Ref: 23/00626/FULM - Installation of a solar farm and associated infrastructure, including control station, DNO substation, access tracks,	As no part of the proposed solar farm is in Upper Poppleton Parish it was resolved not to comment on this application.

inverters and other auxiliary infrastructure at Agricultural Land to the north and south of Low Moor Lane Hessay.	
Ref: 23/00632/FUL - Conversion of garage to utility/store room with single-storey extension to front at 36 Pear Tree Avenue, YO26 6HH	No objections
Ref: 23/00640/FUL - Change of use from residential annexe to self-contained holiday let and single storey rear extension at Model Farm Stable, The Green, YO26 6DP.	The Parish Council has no objections but looks to the City Council to check the restrictions and conditions relating to previous planning applications with respect to permitted development.
Ref: 23/00641/LBC - Internal and external alterations including change of use from residential annexe to self-contained holiday let and single storey rear extension at Model Farm Stable, The Green, YO26 6DP.	The Parish Council has no objections but looks to the City Council to check the restrictions and conditions relating to previous planning applications with respect to permitted development.
Ref: 23/00651/FUL - Dormer and 2no. rooflights to rear at Westgarth Hodgson Lane, YO26 6DY.	No objections
Ref: 23/00663/TPO - Lateral crown reduction by 20% to 3no. Beech trees protected by Tree Preservation Order no. 2/1991 at Scagglethorpe House Westfield Lane, YO26 6EB.	No objections
Ref: 23/00694/TCA - Fell 1no. Spruce tree in a Conservation Area at Greenthwaite Main Street, YO26 6DL	It was noted that this planning application had already been approved by the City Council so no decision was made.
Ref: 23/00727/FUL – Single-storey rear extension following demolition of existing conservatory at Sunalta, Main Street, YO26 6DL.	No objections
Ref: 23/00742/FUL - One and two-storey side extension, external alterations to existing building and creation of additional car and cycle parking provision at Poppleton Community Centre, Main Street, YO26 6JT	We support the application.
Ref: 23/00754/FUL - Removal of 2no. chimney stacks, porch to side elevation comprising new	No objections

entrance door, 1no. roof light to existing ground floor projection, replacement windows, and alterations to driveway material at 2 Station Road, YO26 6PY.	
Ref: 23/00825/TCA - Fell 1no. Willow; Reduce height of 1no. Holly by 1.5-3m and spread by 1m; Reduce height of 1no. Silver Birch - Tree Works in a Conservation Area at 44 Long Ridge Lane, YO26 6HA	No objections to work on the holly and silver birch but ask that if the City Council's arboriculturalist approves the felling of the willow it will be replaced.
Ref: 23/00875/TPO - Fell 1no. Sycamore protected by Tree Preservation Order no. CYC448 at site of Blairgowrie, Main Street.	No objections but ask that the City Council's arboriculturalist approves the felling of the sycamore it will be replaced.

(b) To note Local Authority Planning Decisions

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

- Ref: 22/02195/FUL - Erection of 2no. detached dwellings and garages with associated driveways, parking and infrastructure at Former Parkside Cottage Millfield Lane.
- 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.
- Ref: 23/00237/FUL – Single-storey side, rear and front extensions at 5 Fairway Drive, YO26 6HE.
- Ref: 23/00272/FUL – Single-storey side and rear extensions, and dormer to rear at 5 Ebor Way, YO26 6HJ.
- Ref: 23/00412/TPO - Fell 1no. Horse Chestnut tree protected by Tree Preservation Order no. 1/1970 at 13 Bankside Close, YO26 6LH.
- Ref: 23/00694/TCA - Fell 1no. Spruce tree in a Conservation Area at Greenthwaite Main Street, YO26 6DL.

23.090 - 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 18 May 2023. The report reflected the receipts and payments below. The bank balances on 18 May were: -

Current Account	£100.00
Business Money Manager Account	£58,089.13

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

1 CHG	HSBC	Bank charges - Feb/Mar	£8.00
2 BP	Glasdon UK Ltd	Bollard	£183.85
3 BP	Ken Falkingham	Bollard restoration	£130.00
4 BP	Poppleton Under Fives	Grant	£1,000.00
5 BP	James Mackman	Salary – April	£587.14
6 BP	HMRC	Income Tax - April	£146.80
7 DD	EDF Energy	Guild hut electricity Feb/Mar	£9.57
8 BP	Ken Falkingham	Repairing the Anderson seat in Station Road	£50.00
9 BP	YLCA	Alan course	£25.00
10 BP	Peter Turpin Associates	Coronation event song sheets	£173.00
11 CHG	HSBC	Bank charges – Mar/Apr	£12.00
12 DD	Information Commissioner	Annual fee	£35.00
13 BP	Remarkable Events	Sound equipment hire	£200.00
14 BP	V M Music Services	Music for Coronation event	£1,000.00
15 BP	Stuart Robson	Coronation event expenses	£132.23
16 BP	Ken Falkingham	Repairing the Vanstone seat outside the Chapel	£40.00
17 BP	Ken Falkingham	Moving chairs for Coronation event	£40.00
18 BP	Sleightholm Landscape	Grass cutting per contract	£1,125.00
19 BP	James Mackman	Salary - May	£597.34
20 BP	HMRC	Income Tax - May	£146.60
21 BP	James Mackman	Expenses including printer toner	£290.92
22 BP	Poppleton Community Trust	Room hire 3 April	£28.00

(c) To receive a report on income received

City of York Council	First half year's precept	£17,500.00
HMRC	VAT refund	£387.43
Allotment tenants	Annual rents	£310.22

(d) To agree the Annual Governance Statement on the Annual Return

The Councillors, having previously been given a copy of the Annual Governance Statement of the Annual Return, agreed that all the questions could be answered with a “yes”. The Chairman and Clerk signed the form.

(e) To agree the Statement of Accounts on the Annual Return

Prior to the meeting the Clerk had given all Councillors a copy of the Annual Return and the paperwork supporting the entries. The Councillors agreed to accept the Annual Return and the Chairman and the Clerk signed the form.

(f) To agree signatories on the bank mandate

Three of the four signatories to the Parish Council's bank account have now retired as Parish Councillors. It was agreed that Councillors Lawrence, Clark, Johnson and Robson be the signatories. It was also agreed that the Clerk would be a signatory to allow him to continue having access to the Parish Council's bank account. **(Action Clerk)**

(g) To agree to subscribe to the YLCA for 2023-24 - £596.00.

This was agreed. **(Action Clerk)**

(h) To agree to release the £1,000 provided in the 2023-24 budget for the Moat Fields Management Group

This was agreed. **(Action Clerk)**

(i) To consider releasing the £500.00 provided in the 2023-24 budget for the Millennium Green

This was agreed. **(Action Clerk)**

(j) To agree to a new three-year deal for the Parish Council's insurance

It was resolved that the quotation from Zurich be accepted. **(Action Clerk)**

23.091 - 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

The Councillors considered the three quotations received for the work to the trees. It was resolved that the quotation from Yorkshire Tree Surgeons Ltd be accepted. **(Action Clerk)**

(b) Events

None

(c) Maintenance including a report of the result of the consultation regarding the proposed pond on Chantry Green

It was noted that of the 308 people who returned the questionnaire about the proposed pond in Chantry Green that 137 (46%) supported the proposition and 171 (54%) were against it. It was resolved that no action would be taken on the subject. It was noted that 42 people who had supported the pond had volunteered to take care of it.

(d) Allotments

The Clerk reported having received all the rents for the allotments.

One of the tenants had asked to put a greenhouse on his allotment. There already being two greenhouses on the allotments, the Clerk had agreed, and the Councillors supported the Clerk's decision.

(e) Guild Hut

No news on this subject.

23.092 - 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

No further news on this subject.

(b) To consider reports on vandalism

None.

(c) To receive other reports

None.

23.093 – TO CONSIDER COUNCILLOR & CLERK TRAINING

It was agreed that the four new Councillors attend the Zoom “A Basic Understanding of the Planning System” on 5 September. **(Action Councillor Tomlinson)**

23.094 - TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS

(a) King Charles III Coronation on 6 May 2023

Stuart Robson reported that the event had been very successful. It had been attended by more than 400 people. The band had been brilliant, the dance troupe exceptional and the choir good. The vicar had joined in and crowned the junior king and queen.

Many people had helped set up the event on the Saturday and clear up on the Sunday. He said that the cost of the event had come at £400 under budget.

(b) Listed Buildings Working Group

No report.

(c) Poppleton Community Trust

No report.

(d) Village Show

No report.

(e) YLCA York Branch

No report.

(f) Youth Club

Councillor Hook reported that the Youth Club is looking for volunteers.

(g) Any other meeting

None.

23.095 – TO RECEIVE A REPORT ON VILLAGE POLICING

Prior to the meeting the Clerk had forwarded the incidents reported to the police for March and April. The reports were noted.

23.096 – TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING:

(a) Repairs to the railings opposite the tennis courts in Main Street (Min. 23.079a)

No news on this subject. **(Action Clerk)**

(b) Replacing the bollard in front of the Co-op (Min. 23.079b)

It was noted that the bollard has been replaced.

(c) Replacing the bollard in front of the White Horse Inn (Min. 23.079c)

It was noted that the new bollard had been bought and installed.

23.097 – TO NOTE CORRESPONDENCE RECEIVED

23.097.01 – The Clerk referred to the following items of correspondence received since the April Parish Council meeting

(a) WI - Request to plant a tree

(b) Information Commissioner's Office - Confirmation of annual renewal

(c) Resident re hedges overgrowing footpath. The Clerk had referred the resident to the City Council's faults reporting website

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

- (a) CYC - Proposed 40mph speed limit extension on the A59
- (b) North Yorkshire Community Messaging - Our News - April 2023
- (c) YLCA - NALC Chief Executive's Bulletins
- (d) YLCA - White Rose updates

23.098 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
8 Jun	YLCA York Branch	Dunnington Reading Rooms/ 7.00pm	Catterick, Tomlinson
15 Jun	Poppleton Community Trust AGM	Poppleton Centre/ 7.00pm	All
24 Jul	Village Show committee	Poppleton Centre/ 7.00pm	Johnson

23.099 - TO CONSIDER MINOR MATTERS

None.

23.100 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

- (a) A request for an easement for vehicular access to Lyndhurst.
- (b) One Parish Council for Poppleton
- (c) A tree policy for the Greens

23.101 - TO AGREE THE DATE OF NEXT MEETING

It was agreed that the next meeting be held on Monday 12th June 2023.

There being no other business the Chairman closed the meeting at 9.30pm.

CHAIRMAN

DATE.....

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG
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The Parish Council's website can be found at <https://poppleton-pc.org.uk/>