

## 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 12 JUNE 2023

#### PRESENT:

Councillor Neil Lawrence (Chairman)

Councillor Alan Catterick

Councillor Ian Clark

Councillor Bill Hall

One member of the public

Councillor Anne Hook

Councillor Richard Robson

Mr James Mackman (Clerk)

Councillor Sheri Scruton

Councillor Sue Tomlinson

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

None.

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

Apologies for absence had been received from Councillor Johnson.

#### TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

Councillor Johnson's reason for absence was approved.

#### 23.103 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 18 MAY 2023

The minutes of the meeting held on 18 May, having been circulated and read, were accepted and signed.

#### 23.104 - PUBLIC PARTICIPATION

The resident who is buying Lyndhurst in Hodgson Lane explained why he was requesting the Parish Council to grant an easement for vehicular access to the property.

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

City Councillor Anne Hook reported that: -

- Repair work to the A1237 bridges over the River Ouse had begun.
- She had reported to the City Council that some cars turning right out of Northfield Lane were avoiding the traffic lights by turning into Station Road and exiting left where there is no traffic light. Councillors agreed that this is a dangerous manoeuvre and supported Councillor Hook's action.

#### 23.106 - PLANNING APPLICATIONS

(a) The Councillors considered the only planning application received since the May Parish Council meeting as listed below: -

Details of Planning Application	Comments
Ref: 23/00941/FUL – Two-storey side and single-storey side and rear extension and detached	No objections

outbuildings to side and rear at 12 Willow Croft, YO26 6EF	
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*(b) To note Local Authority Planning Decisions*

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

- Ref: 22/00791/FUL - Change of use from restaurant (use class E) to place of worship (use class F1) (resubmission) at Luigi's Ristorante, Cedar House Northfield Lane.
- Ref: 23/00569/FUL – Single-storey rear extension following demolition of existing conservatory at 15 Beech Way, YO26 6JD.
- Ref: 23/00632/FUL - Conversion of garage to utility/store room with single-storey extension to front at 36 Pear Tree Avenue, YO26 6HH.
- Ref: 23/00651/FUL - Dormer and 2no. rooflights to rear at Westgarth Hodgson Lane, YO26 6DY.
- 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.
- 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.

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

- Ref: 22/01624/FUL - Erection of 5no. dwellings after demolition of existing corrugated barns and Nissan huts at Model Farm House, The Green, YO26 6DP

*(c) To review how the Parish Council deals with planning applications*

It was agreed to leave the current planning regime in place for the time being. Some Councillors are going to attend the Nether Poppleton Parish Council's planning meeting on Monday 19 June to observe how they deal with Nether Poppleton planning applications.

**23.107 - 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 12 June 2023. The report reflected the receipts and payments below. The bank balances on 12 June were: -

Current Account	£100.00
Business Money Manager Account	£54,630.08

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

23 BP	YLCA	Annual subscription	£596.00
24 BP	Zurich Insurance	Annual insurance premium	£624.85
25 BP	Moat Fields Management Group	Grant	£1,000.00
26 BP	Millennium Green Trust	Grant	£500.00
27 CHG	HSBC	Bank charges April	£8.00
28 DD	Scottish Water	Allotment water	£2.99
29 BP	Poppleton Community Trust	Room hire 18 May	£28.00
30 BP	Poppleton Railway Nursery	Bedding plants	£130.95

31 BP	James Mackman	Salary – June	£587.34
32 BP	HMRC	Income Tax – June	£146.60
33 BP	James Mackman	Expenses	£3.00

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

HSBC	Bank interest	£168.68
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### **23.108 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS, ALLOTMENTS AND GUILD HUT**

(a) *Trees including the drawing up of a tree policy for the Greens*

It was agreed that the Greens working group draw up a trees policy which will show the areas of the Greens where trees may be planted and an application form for a resident requesting that a tree be planted.

(b) *Events*

None.

(c) *Maintenance including considering a request for an easement for vehicular access to Lyndhurst, Hodgson Lane*

- i. It was agreed to grant an easement for vehicular access to Lyndhurst. The applicant is to pay all the legal expenses of the Parish Council and pay the Parish Council £1,000 for the easement.

It was agreed that Ramsdens solicitors be instructed to act as the Parish Council's solicitors.  
**(Action Clerk)**

- ii. It was agreed that Brian Nott be asked to water the bedding plants in the tubs and troughs round the Green.

(d) *Allotments*

It was agreed that Sleightholm be asked to cut back the allotment hedge bordering the footpath.  
**(Action Clerk)**

(e) *Guild Hut*

The miscellaneous contents stored in the Guild hut were discussed. It was agreed that a Parish Councillor should be the contact for any organisation using the hut. Councillor Clark was appointed Chief Quartermaster and Council Robson was appointed Quartermaster.

### **23.109 – TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS**

(a) *To consider reports on vandalism*

None.

(b) *To receive other reports*

Councillor Hook reported that the verges in the village are to be cut during the current week.

### **23.110 – 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.

### **23.111 – TO DISCUSS THE NEXT STEPS IN CREATING ONE PARISH COUNCIL FOR POPPLETON**

There is to be an informal meeting with Nether Poppleton Parish Councillors on 26 June. Any recommendations from that meeting will be brought to the July Parish Council meeting for consideration.

### **23.112 – TO DISCUSS PARTICIPATING IN THE LOCALITY QUESTIONNAIRE**

It was resolved not to participate in the questionnaire.

### **23.113 – TO RECEIVE COMMITTEES’ REPRESENTATIVES REPORTS**

(a) *Listed Buildings Working Group*

No report.

(b) *Poppleton Community Trust*

The Trust’s AGM is on 15<sup>th</sup> June.

(c) *Village Show*

No report.

(d) *YLCA York Branch*

Councillor Tomlinson reported on the YLCA York Branch meeting she and Councillor Catterick had attended on 8<sup>th</sup> June. Councillor Tomlinson mentioned the Government Ownership Fund which is providing £150 million over four years to support community groups and agreed to investigate this. **(Action Councillor Tomlinson)**

(e) *Youth Club*

Councillor Hook reported that the Youth Club is looking for a new Chairman and a new Secretary.

(f) *Any other meeting*

None.

### **23.114 – TO RECEIVE A REPORT ON VILLAGE POLICING**

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

It was agreed to send a letter of thanks to the police their recent cycle marking session on the Green. **(Action Clerk)**

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

(a) *Repairs to the railings opposite the tennis courts in Main Street (Min. 23.096a)*

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

(b) *Work to trees on the Green (Min. 23.091.)*

It was reported that Yorkshire Tree Surgeons had completed the scheduled work to the trees on the Greens.

### **23.116 – TO NOTE CORRESPONDENCE RECEIVED**

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

(a) Ainsty (2008) Internal Drainage Board - Annual notice of public rights which the Clerk had put on notice boards

(b) Poppleton Community Trust - Request for 2023-24 grant which will be on the July agenda

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

- (a) YLCA - New password for Councillors
- (b) YLCA - Training bulletin
- (c) YLCA - White Rose updates

**23.117 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
15 Jun	Poppleton Community Trust AGM	Poppleton Centre/ 7.30pm	All
24 Jul	Village Show committee	Poppleton Centre/ 7.00pm	Johnson
12 Oct	YLCA York Branch	TBA	Catterick, Tomlinson

**23.118 - TO CONSIDER MINOR MATTERS**

None.

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

To consider recognising the long service of the recently retired chairman.

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

It was agreed that the next meeting be held on Monday 10<sup>th</sup> July 2023.

There being no other business the Chairman closed the meeting at 9.12pm.

CHAIRMAN .....

DATE.....

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG  
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