

## **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 NOVEMBER 2023**

#### **PRESENT:**

Councillor Neil Lawrence (Chairman)

Councillor Ian Clark

Councillor Bill Hall

Councillor Anne Hook

Councillor David Johnson

Councillor Richard Robson

Councillor Sue Tomlinson.

One member of the public

Mr James Mackman (Clerk)

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

None.

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

Apologies for absence had been received from Councillors Alan Catterick and Sheri Scruton.

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

Councillors Catterick and Scruton's reasons for absence was approved.

#### **23.186 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 9 OCTOBER 2023**

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

#### **23.187 - PUBLIC PARTICIPATION**

A resident addressed the councillors about the state of Chantry Green. He said that one of the trees is in a poor condition and most of the trees need to be crown lifted. He would like to have a tree planted at the bend to deter drivers from cutting the corner. It was agreed that Councillor Scruton should contact the resident to agree what kind of tree would be best.

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

City Councillor Anne Hook reported that: -

- The City Council is consulting on painting yellow lines at the entrance to Brackenhill.
- A planning application for building on the British Sugar site is imminent.

### 23.189 - PLANNING APPLICATIONS

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

Details of Planning Application	Comments
Ref: 23/01832/TCA - Fell 1 no. Beech and crown reduce 1 no. Beech - trees in a conservation area at Cherry Croft, Beech Way Close, YO26 6JE.	The Parish Council has no objections but would like assurance that a replacement tree will be planted.
Ref: 23/01860/TCA - Fell 1 no. Cherry and remove two overhanging limbs from neighbouring Ash - trees in a conservation area at Manor Farm The Green, YO26 6DR.	The Parish Council objects to the felling of the Cherry as no justification for it has been put forward.
Ref: 23/01912/TCA - Fell 1 no. conifer in front garden - tree in a conservation area at 5 Beech Grove, YO26 6DS.	The Parish Council objects to the felling of the conifer as no justification for it has been put forward.
Ref: 23/01916/TCA - Removal of 5 no. Leylandii trees and planting of 1 no. ornamental Plum tree - trees in a conservation area at 2 Station, YO26 6PY.	The Parish Council has no objections but would like the trees to be removed to be suitably replaced.
Ref: 23/01974/TPO - Crown lifting, removal of dead/damaged branches of 1 no. Ash tree (T7) protected by Tree Preservation Order 1/1970 at Poppleton Community Centre Main Street, YO26 6JT.	No objections
Ref: 23/02023/FUL – Single-storey rear extension after removal of rear projection at 32 Pear Tree Avenue, YO26 6HH.	The Parish Council does not object but would prefer that the external appearance of the extension is more of a match with the rest of the house.

(b) *To note Local Authority Planning Decisions*

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

- Ref: 23/01658/TCA - Fell 1 no. Laburnum - tree in a Conservation Area at Cherry Croft, Beech Way Close, YO26 6JE.

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

- Ref: 23/00479/FUL - Hip to gable roof extensions with 1no. dormer to front and 3no. dormers to rear and raised ridge height and window alterations throughout at 20 Orchard Road, YO26 6HF.

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

- Ref: 23/01267/FULM - Extension to Pavers facility to provide office space with associated car parking and landscaping (resubmission) at Pavers Ltd, Catherine House, Northminster Business Park, Harwood Road.

## **23.190 - 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 November 2023. The report reflected the receipts and payments below.

The bank balances on 13 November were: -

Current Account	£100.00
Business Money Manager Account	£52,932.53

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

76 BP	Poppleton Luncheon Club	Grant	£100.00
77 BP	Brian Nott	Collingwood car park work	£125.00
78 DD	EDF Energy	Guild hut electricity – Aug/Sep	£10.24
79 CHG	HSBC	Bank charges – Sep/Oct	£8.00
80 BP	Go Traffic Management	Organising the road closure	£969.79
81 DD	EDF Energy	Guild hut electricity – Sep/Oct	£9.74
82 BP	Sleightholm Landscapes	Grass cutting per contract	£560.00
83 BP	Poppleton Community Trust	Room hire 9 October	£28.00
84 BP	James Mackman	Salary November	£587.14
85 BP	HMRC	Income Tax – November	£146.80

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

Nil

## **23.191 – TO CONSIDER MATTERS RELATING TO THE VILLAGE GREENS, ALLOTMENTS AND GUILD HUT**

### *(a) Trees including*

#### *i. The extras to the tree survey*

It was agreed to see what the tree survey recommended before further action is taken.

#### *ii. Crown lift some of the trees to enable the contractor to cut the grass beneath the canopies*

It was agreed to accept a quotation for crown lifting the offending trees. As all the trees are in the Conservation Area the City Council requires the appropriate paperwork to be completed. **(Action Clerk)**

The quotation for the crown lifting did not include two trees in Chantry Green whose branches touch the ground. It was agreed that a quotation to crown lift these two trees be obtained. The Clerk was authorised to accept a quotation in consultation with the Chairman. **(Action Clerk)**

### *(b) Events*

No reports.

### *(c) Maintenance*

#### *i. To discuss employing a professional gardener on an ad hoc basis*

It was agreed that the Parish Council should pay a professional gardener on an ad hoc basis for keeping the car park next to the Lord Collingwood tidy. The Clerk is to explain to the gardener

the extent of the car park. Any work needed to maintain the car park, or any other work necessary in other parts of the village Greens, will have to be ratified before it is undertaken.

*ii. Purchasing bulbs for planting in the Greens*

It was agreed that the Parish Council should acquire daffodil bulbs for planting around the base of some of the trees on the Green. The ad hoc gardener is to be asked to source the bulbs. **(Action Clerk)**

*iii. To discuss solutions to the mole problem on Chantry Green*

It was noted that the grass cutting contractor has asked that the moles in Chantry Green be removed as the mole hills are affecting not only the mowing but also the health of the grass. It was agreed to accept a quotation for the work. **(Action Clerk)**

*(d) Allotments*

No news on this subject.

*(e) Guild Hut*

No news on this subject.

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

*(a) To consider reports on vandalism*

No reports.

*(b) Relocation of the Dikelands Lane notice board on the Library railings*

It was agreed that the notice board should be hung, with the use of brackets, on the railings at the end of the plinth by the Library. The Clerk reported that Explore, which runs the Library, have given permission for the work. **(Action Clerk)**

*(c) To discuss the possible introduction of a daily parking charge at the station car park*

The Councillors discussed the proposal by Northern Trains to impose a charge of £2 per day to park at Poppleton station. It was felt that this would discourage people from using the car park and park in Station Road instead. The Clerk is to send a letter opposing the introduction of the scheme to Northern Trains. **(Action Clerk)**

*(d) To receive other reports*

It was reported that there is flooding in the White Horse car park which the City Council has adopted. Councillor Hall is to take photographs of the problem which the Clerk will present to the City Council. **(Action Councillor Hall and Clerk)**

**23.193 – TO CONSIDER COUNCILLOR AND CLERK TRAINING**

Details of YLCA courses are circulated to Councillors on a regular basis. It was agreed that none of the forthcoming courses were required.

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

- (a) An article about the proposed grouping will appear in the next edition of Centrepiece
- (b) Parish meetings will be held at the Poppleton Centre at 6.00pm on the second and third Mondays in January, immediately before the respective Parish Council meetings.
- (c) The Chairman is to prepare a PowerPoint presentation for the Parish meetings.
- (d) The Clerk is to post official notice(s) of the Parish Meetings at least two weeks prior to the meetings.

(e) Councillor Barry is to put reminders about the Parish meetings on notice boards.

**23.195 – TO AGREE TO INVITE THE HAXBY GROUP TO A PARISH COUNCIL MEETING TO FOLLOW UP THE MEETING HELD IN JANUARY 2023**

It was agreed that Professor Holmes be invited to the February 2024 Parish Council meeting to update the residents on what the Haxby Group had been doing since the meeting last January. Councillor Lawrence is to collate questions for Professor Holmes to answer. **(Action Councillor Lawrence)**

**23.196 – TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

(a) *D-Day Celebrations June 2024 Working Group*

It was resolved not to hold an event to mark D Day.

(b) *Listed Buildings Working Group*

No report.

(c) *Poppleton Community Trust*

There is to be a meeting on 15<sup>th</sup> November

(d) *Village Show*

There is a committee meeting on 20th November.

(e) *YLCA York Branch*

No report.

(f) *Youth Club*

Councillor Hook reported that there are still vacancies on the management committee.

(g) *Remembrance Day Service*

It was agreed that the Service went well. The professionals looking after the road closure had done an excellent job. Whilst the microphone and the speaker had worked well it was agreed that two speakers should be used in 2024 so that all those attending could hear those conducting the Service.

(h) *Any other meeting*

None.

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

Prior to the meeting the Clerk had given each Councillor a schedule of incidents in Upper Poppleton reported to the police in October 2023. The schedule was noted.

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

(a) *Drawing up of a tree policy for the Greens (Min. 23.177a)*

No news on this subject.

(b) *The easement for vehicular access to Lyndhurst, Hodgson Lane (Min. 23.177b)*

No news on this subject.

(c) *The possibility of converting the old coal yard at the station into a car park (Min. 23.177c)*

Councillor Clark is to speak to the manager of the Poppleton Community Railway Nursery as it is believed that the Coal Yard is part of their domain.

(d) *Tree survey (Min. 23.170a)*

It was noted that the tree survey has been done. The report has yet to be received.

(e) *Writing a short article on hedges and parking for Centrepiece (Min. 23.171b)*

Councillor Lawrence is to write an article for publication in the Centrepiece that follows the December edition.

### **23.199 – TO NOTE CORRESPONDENCE RECEIVED**

*23.199.1 – It was noted that the correspondence received since the October meeting, as listed below, had already been circulated to the Councillors.*

- (a) Bandicoot TV – An email to say that they had not needed to use the Green for filming on this occasion but may want to in the future
- (b) CYC - Yellow lines in Brackenfills email
- (c) Friends of the Earth - An Audience with the Exec Members for the Environment and Climate Emergency
- (d) North Yorkshire & York Local Nature Recovery Strategy - Webinar invitation
- (e) North Yorkshire Community Messaging - 2023 Crime and Community Survey launched
- (f) North Yorkshire Police, Fire and Crime Commissioner - Action Plan update
- (g) North Yorkshire Police, Fire and Crime Commissioner - Members of her team will be at the Morrisons Supermarket, Foss Islands Retail Park
- (h) North Yorkshire Police, Fire and Crime Commissioner - Zoe's Blog
- (i) Poppleton Community Trust - Notice of temporary closure of footpath to the school
- (j) YLCA - A Basic Understanding of the Planning System Webinar - Tuesday, 14 November
- (k) YLCA - Breakthrough Communications Training Courses
- (l) YLCA - Law and Governance Bulletins
- (m) YLCA - NALC Chief Executive's Bulletins
- (n) YLCA - NALC Committee elections
- (o) YLCA - White Rose Bulletins
- (p) YLCA - YLCA Information/Vacancies and Training Bulletins

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

- (a) CYC - Reply to double taxation query
- (b) Poppleton Ousebank School - query as to the ownership of the tree by the school entrance
- (c) HMRC - Notice of credit balance on our account

### **23.200 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
15 Nov	Poppleton Community Trust Executive Committee	Poppleton Centre/ 7.00pm	Hall
20 Nov	Village Show Committee	Lord Collingwood/ 7.00pm	Johnson

### **23.201 - TO CONSIDER MINOR MATTERS**

None.

### **23.202 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA**

None.

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

It was agreed that the next meeting be held on Monday 11<sup>th</sup> December 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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