

**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 8 APRIL 2024**

**PRESENT:**

Councillor Neil Lawrence (Chairman)

Councillor Alan Catterick

Councillor Ian Clark

Councillor Bill Hall

Councillor Anne Hook

Councillor David Johnson

Councillor Richard Robson

Councillor Sheri Scruton

Councillor Sue Tomlinson

One member of the public

Mr James Mackman (Clerk)

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

None.

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

All Councillors being present there were no apologies.

**24.068- TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE**

None.

**24.069 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 11 MARCH 2024**

The minutes of the meeting held on 11 March, having been circulated and read, were accepted and signed.

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

City Councillor Anne Hook reported that the system used by City Councillors to deal with residents' enquiries was turned off on 31 March as a cost-saving exercise. In the future, City Councillors will have to use the same system as members of the public.

**24.071 - PUBLIC PARTICIPATION**

None.

**24.072 - PLANNING APPLICATIONS**

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

Details of Planning Application	Comments
Ref: 24/00408/FUL Single-storey rear extension at 19 The Green, YO26 6DF.	No objections

Ref: 24/00415/FUL - Erection of 1no. dwelling following demolition of existing agricultural barn at Agricultural Building East Of Mullingar Farm and north of Low Moor Lane, Hessay, York. Eastings 453164; Northings 453031	The Parish Council does not object but wishes that consideration is given to the recommendations in the Quants Environmental bat and bird survey.
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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: 23/00999/FUL - Change of use of land to open air recreational space and erection of 2no. Tipi's with associated access and landscaping at Muddy Boots, The Gardens, Boroughbridge Road, YO26 6QD.
- Ref: 23/02274/FUL - Erection of garage and alterations to landscaping following removal of existing storage and kennels at Sycamore Cottage, The Green, YO26 6DF.
- Ref: 24/00059/FUL - Conversion of first floor flat to treatment room and office in association with dental practice and one and two-storey side extensions at Poppleton Dental Surgery, The Green, YO26 6DD.

**24.073 - 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 8 April 2024. The report reflected the receipts and payments below.

The bank balances on 8 April were: -

Current Account	£100.00
Business Money Manager Account	£51,100.02

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

121 DD	EDF Energy	Guild hut electricity – Jan/Feb	£10.38
122 BP	Nether Poppleton PC	Neighbourhood Plan website	£88.98
123 BP	Poppleton Community Trust	Room hire – 11 March	£28.00
1 CHG	James Mackman	Salary – April	£627.86
2 BP	HMRC	Income tax & Employers NI – April	£160.48
3 BP	James Mackman	Expenses	£3.00

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

HSBC	Bank interest	£246.17
Allotment tenants	Allotment rents	£278.45

*(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 to subscribe to the YLCA for 2024-25 - £627.00*

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

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

### *(a) Trees*

The Clerk reported that Lewis Tree Surgeons have applied to the City Council to carry out the work scheduled in the tree survey and that he had put up a planning notice to that effect.

### *(b) Events including: -*

#### *i. The revision to the Greens' usage form*

The amendments to the form were agreed.

#### *ii. A request to scatter parents' ashes on the Green*

The Councillors agreed to a request to scatter the ashes of the applicant's parents on the Green.

### *(c) Maintenance including: -*

#### *i. Collingwood car park entrance repairs*

The Clerk reported that, owing to an unseen difficulty, York Landscapes, not D&A Groundworks, would be repairing the car park entrance for the price agreed.

#### *ii. Replacing the pump at the corner of Lime Garth*

The Councillors considered two quotations for replacing the pump. The quotation from Nick Reynolds was accepted. Before the work is commenced the Clerk is to enquire once again if the York Civic Trust will give a grant to cover some of the cost. **(Action Clerk)**

#### *iii. Biodiversity and how the Parish Council should be involved*

The biodiversity policy is to be presented for adoption at a future Parish Council meeting.

#### *iv. Future plans for Chantry Green*

Discussion on this subject was deferred.

### *(d) Allotments*

The Clerk reported that all but one of the rents in the Main Street allotments had been paid. He also reported that there are two vacant plots in the Beech Grove allotments.

### *(e) Guild Hut*

No news on this subject.

## **24.075 – 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*

The Councillors considered two quotations for relocating the notice board. The quotation from Nick Reynolds was accepted.

### *(c) To receive other reports*

None.

## **24.076 – 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.

The Chairman again made the point that it would be beneficial if those Councillors who had not yet received training on planning would do so.

#### **24.077 TO DISCUSS THE PROGRESS IN CREATING ONE PARISH COUNCIL FOR POPPLETON**

The Chairman reported that communication with the City Council is ongoing but that no real progress has yet been made.

#### **24.078 – TO APPOINT A REPRESENTATIVE FOR THE POPPLETON NEIGHBOURHOOD PLAN COMMITTEE**

Councillors Tomlinson and Hook agreed to be the Parish Council's representatives on the committee. The current chairperson of the committee is to be informed. **(Action Councillor Lawrence)**

#### **24.079 – TO RECEIVE COMMITTEES' REPRESENTATIVES REPORTS**

##### *(a) Listed Buildings Working Group*

No news on this subject.

##### *(b) Poppleton Community Trust*

No news on this subject.

##### *(c) Village Show*

Councillor Johnson reported that the Village Show programmes had been printed.

##### *(d) YLCA York Branch*

No news on this subject.

##### *(e) Youth Club*

Councillor Hook reported that the Youth Club has received a grant from the City Council.

##### *(f) Any other meeting*

None.

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

The Clerk reported that he had not received a schedule of incidents reported to the police in March 2024.

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

##### *(a) Drawing up of a tree policy for the Greens (Min. 24.058a)*

The Clerk reported having received a report of where trees could be planted in Chantry Green. This will enable the tree policy to be finalised. **(Action Councillor Scruton)**

##### *(b) The easement for vehicular access to Lyndhurst, Hodgson Lane (Min. 24.058b)*

No news on this subject.

##### *(c) The mole problem on Chantry Green (Min. 24.058c)*

The Clerk reported having instructed the Parish Council's gardener to rake flat the mole hills in Chantry Green

##### *(d) Flooding in the White Horse car park (Min. 24.058d)*

No news on this subject.

*(e) Insurance for the Children's Sports Day*

The Clerk reported that the Parish Council's insurers had said that to be covered by the Parish Council's insurance an event must be planned and organised by the Parish Council

**24.082 – TO NOTE CORRESPONDENCE RECEIVED**

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

- (a) CYC - Street Trading Consent Policy Consultation
- (b) Open Spaces Society - OSS eZine - March 2024
- (c) YLCA - White Rose Bulletin
- (d) YLCA - NALC Chief Executive's Bulletins

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

- (a) Community First Yorkshire-Notice of survey of village halls
- (b) Poppleton Under Fives - Request for 2024-25 grant
- (c) Resident - Request to rent an allotment

**24.083 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
16 Apr	Poppleton Children's Sports Day	Poppleton Centre/ 8.00pm	Robson
6 Jun	YLCA York Branch AGM	Dunnington Reading Rooms/ 7.00pm	Catterick, Tomlinson

**24.084 - TO CONSIDER MINOR MATTERS**

There was a discussion about conflicts of interest.

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

None.

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

It was agreed that the next meeting be held on Monday 13<sup>th</sup> May 2024. It will be preceded by the Annual Parish Meeting which will commence at 7.00pm.

There being no other business the Chairman closed the meeting at 9.45pm.

CHAIRMAN .....

DATE.....

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