

## 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 10 JUNE 2024

#### PRESENT:

Councillor Neil Lawrence (Chairman)

Councillor Alan Catterick

Councillor Ian Clark

Councillor Bill Hall

Councillor Anne Hook

Councillor Sue Tomlinson

Three members of the public

Mr James Mackman (Clerk)

#### AGENDA

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

None.

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

Apologies for absence had been received from Councillors Johnson, Robson and Scruton.

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

Councillors Johnson, Robson and Scruton's reasons for absence was approved.

#### 24.115 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 13 MAY 2024

The minutes of the meeting held on 13 May, having been circulated and read, were accepted and signed.

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

City Councillor Anne Hook reported that the City Council is reorganising planning which may make it easier to have things done.

#### 24.117 - PUBLIC PARTICIPATION

Members of the public addressed the Councillors on the subjects of Chantry Green and the "Selby" and "Vanstone" seats.

#### 24.118 - PLANNING APPLICATIONS

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

Details of Planning Application	Comments
Ref: 24/00795/FUL - Variation of conditions 2 (approved plans), 11 (cycle parking) and 16 (drainage) of permitted application 23/02169/FUL (Change of use of 3no. existing agricultural buildings to use classes B2, B8 and E(g) to include; lighting, amendments to	The Parish Council does not object but has concern that the additional lighting, together with the excessive lighting at DPD, could have an adverse effect on the biodiversity of the adjacent woodland.

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 Northminster Business Park, Cropton Road.	
Ref: 24/00804/FUL - Erection of 1no. detached dwelling to side at 13 Bankside Close, YO26 6LH.	The Parish Council objects to the planning application as it considers it to be an overdevelopment of the plot and contrary to the Poppleton Village Design Statement. The Parish Council agrees with the significant number of objections by the neighbours.
Ref: 24/00819/ERC - Change of use from cafe (use class E) to 1no. dwellinghouse (use class C3) under The Town and Country Planning (General Permitted Development) Order 2015 (as amended) - Schedule 2, Part 3, Class MA at Poppleton Lakes, Boroughbridge Road, YO26 8JU.	No objections.
Ref: 24/00850/FUL - Variation of conditions 2 and 4 of permitted application 23/00742/FUL to amend the approved plans and elevations at Poppleton Community Centre, Main Street, YO26 6JT.	The Parish Council supports the planning application.

*(b) To note Local Authority Planning Decisions*

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

- Ref: 24/00526/FUL – Two-storey side extension with single-storey front projection, front porch canopy extension, and single-storey rear extension at 155 Long Ridge Lane, YO26 6HA.

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

- 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.
- 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.

## 24.119 - 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 10 June 2024. The report reflected the receipts and payments below.

The bank balances on 10 June were: -

Current Account	£100.00
Business Money Manager Account	£58,809.52

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

16 BP	Zurich Municipal	Annual insurance premium	£639.47
17 BP	Richard Robson	Plants for tubs	£65.00
18 DD	EDF Energy	Guild hut electricity – Mar/Apr	£9.28
19 BP	Sleightholm Landscapes	Grass cutting per contract	£765.00
20 BP	Poppleton Community Trust	Room hire – 13 May	£28.00
21 CHG	HSBC	Bank charges – Apr/May	£8.00
22 DD	Scottish Water	Allotment water	£19.52
23 BP	Sleightholm Landscapes	Grass cutting per contract	£1,075.00
24 BP	James Mackman	Salary – June	£627.86
25 BP	HMRC	Income tax & Employers NI – June	£160.48
26 BP	James Mackman	Expenses	£6.50

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

HSBC	Bank interest	£258.21
HMRC	VAT refund	£1,069.62

### (d) To agree to release the £750.00 provided in the 2024-25 budget for the Millennium Green Trust

This was agreed.

### (e) To agree to release the £5,000.00 provided in the 2024-25 budget for the Poppleton Community Trust

This was agreed.

### (f) To consider increasing the Contingency reserve

It was resolved to increase the Contingency Reserve from £4,000 to £8,000. (This was necessary as a result of an unforeseen £5,300 spend on the Lord Collingwood car park.)

### (g) To agree to update the Financial Regulations

Councillor Hook volunteered to look at the new Financial Regulations from NALC and update the Parish Council's financial regulations for discussion at the September Parish Council meeting. **(Action Councillor Hook)**

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

### (a) Trees – including consideration of the tree policy for the Greens

i. It was agreed to defer discussion on the tree policy until all Councillors had received an up-to-date copy. **(Action Councillor Scruton)**

ii. It was agreed that the work to the trees, as per the tree survey, should be delayed until the end of the nesting season.

*(b) Events*

None.

*(c) Maintenance including: -*

*i. Replacing the pump at the corner of Lime Garth*

It was agreed that the York Civic Trust be asked for a more detailed specification of how they would prefer the decayed pump structure to be re-constructed. **(Action Clerk)**

*ii. Biodiversity and how the Parish Council should be involved*

Councillor Hall reported that the biodiversity working group is meeting on 18 June to discuss the subject.

*iii. Future plans for Chantry Green*

It was agreed that the biodiversity working group would look at potential ideas for Chantry Green

*iv. Considering a request from Northern Powergrid to run a cable underneath the Green*

A majority of the Councillors voted in favour of the proposition. Councillor Tomlinson voted against it.

*v. Considering the future of the "Vanstone" seat in front of the Methodist Chapel*

The Councillors considered a report on an inspection of the "Vanstone" seat which said that although its days are numbered it would be possible to repair it. The member of the public who was attending to talk about the replacement of the "Selby" seat said that he would like to pay for the replacement of the "Vanstone" seat with one identical to the proposed "Selby" seat. He said that the new seat would have a plaque which commemorated the memory of Peggy and Wilf Vanstone. The Councillors agreed this course of action. **(Action Clerk)**

*vi. Considering the replacement for the "Selby" seat in front of the Methodist Chapel*

It was reported that the damage to the "Selby" seat had been more severe than it appeared and that the seat was not repairable. To prevent injury the seat had been removed. An offer from a resident to replace the seat with one of a design previously agreed by the Parish Council was accepted. This is a Streetmaster Georgian seat with iroko wooden laths. The resident agreed to pay for the purchase and installation of the new seat. The Clerk is to obtain a quotation for the installation of the two seats. **(Action Clerk)**

*vii. Improving the aesthetics of the hedge in front of the Lord Collingwood car park*

It was agreed that what is left of the hedge should be made good, membrane laid down to deter weed growth and a bark covering laid on top of the membrane. It was agreed that the work would be done in the hedge planting season later in the year. In the meantime, the border is to be weeded. The gardener no longer wishes to carry out *ad hoc* work for the Parish Council. A new gardener is required. **(Action Clerk)**

*(d) Allotments*

The Clerk reported that parts of the allotment hedges overhanging the footpath needed to be trimmed back. The Councillors agreed and the Clerk was instructed to authorise the work to be done. **(Action Clerk)**

*(e) Guild Hut*

It was noted that the inside of the hut had been tidied up.

## **24.121 – TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS, LAMPOSTS & SIGNS**

### *(a) Reports on vandalism*

None.

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

It was reported that the supporting uprights for the notice board had been installed. It is expected that the notice board itself will be installed on 11 June.

### *(c) The proposed footpath across the grass opposite the Library*

Councillors voted three for and three against the proposal to construct a footpath across the grass to the front door of the house next to Crossfields. As a result the resolution agreeing to the construction of the footpath to the front door was carried on the casting vote of the Chairman.

### *(d) A contract for cleaning the bus shelter opposite the Library*

It was noted that the City Council has offered to clean the bus shelter opposite the Library on a quarterly basis for a cost of £7. It was agreed to accept the offer. **(Action Clerk)**

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

None.

## **24.122 – 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.

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

The Chairman gave an update on the latest status of the project.

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

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

The Clerk reported that Duncan Marks from the York Civic Trust and English Heritage will be attending the Nether Poppleton Parish Council meeting on 17 June and will be talking about the Listed Buildings project and that all Councillors are welcome to attend.

### *(b) Poppleton Children's Sports Day*

It was reported that the Sports Day had been successful despite the weather.

### *(c) Poppleton Community Trust*

No report on this subject.

### *(d) Village Show*

No report on this subject.

### *(e) YLCA York Branch*

The York Branch AGM is on 20 June.

### *(f) Youth Club*

No report on this subject.

### *(g) Any other meeting*

None.

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

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

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

(a) *The easement for vehicular access to Lyndhurst, Hodgson Lane (Min. 24.106b)*

The Clerk reported that the resident is still waiting for a reply from the Land Registry prior to making a decision on whether or not to proceed with an easement.

**24.127 – TO NOTE CORRESPONDENCE RECEIVED**

24.127.1 - *It was noted that the correspondence received since the May meeting, as listed below, had already been circulated to the Councillors.*

- (a) Dales and Bowland Community Interest Company - Dales bus timetable
- (b) Open Spaces Society – eZine, May 2024
- (c) YLCA - Information Bulletin & Training 15 May
- (d) YLCA - NALC Chief Executive's Bulletins
- (e) YLCA - Note of Chair's discussion Forum - 23 May

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

- (a) CYC - Notice of TPOs on four trees in Station Road
- (b) CYC - Notice of a TPO on a tree in Beech Grove

**24.128 – TO NOTE FORTHCOMING MEETINGS**

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
18 Jun	YLCA York Branch AGM	Dunnington Reading Rooms/ 7.00pm	Catterick
20 Jun	Poppleton Community Trust Village meeting	Dodsworth Room, Poppleton Centre/ 7.30pm	All
1 Jul	Village Show Committee	Lord Collingwood/ 7.00pm	Johnson

**24.129 - TO CONSIDER MINOR MATTERS**

None.

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

None.

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

It was agreed that the next meeting be held on Monday 8<sup>th</sup> July 2024.

There being no other business the Chairman closed the meeting at 9.18pm.

CHAIRMAN .....

DATE.....

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