

NETHER POPPLETON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.30 PM ON MONDAY, 19 AUGUST 2024

PRESENT

Cllr. G R M Bates (Chairman), Cllrs. R A Harper, J A Hook, E M Jones, C J Lamb and A G Walker. Also present was the Clerk, Mr B J W Mackman.

AGENDA

24/211 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

24/212 – PUBLIC PARTICIPATION

None.

24/213 - TO RECEIVE APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING

Apologies for absence had been received from Cllr. S P Barry.

24/214 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

Cllr. Barry's reason for absence was approved.

24/215 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15 JULY 2024

The minutes of the Parish Council meeting held on 15 July 2024, having been circulated prior to the meeting, were approved and signed.

24/216 - TO RECEIVE A REPORT FROM A CITY OF YORK COUNCILLOR

City Councillor Anne Hook mentioned that the City Council will no longer return to empty bins of any colour that have been missed.

24/217 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING: -

(a) *The rectification of the damage to the riverbank next to Saxe Dane Lodge (Min. 24/190a) – (January 2024)*

It was agreed that there was no point in re-spiling the gap as the work would most likely be demolished as happened before. It was agreed that the media be made aware of the problem. The Press and Look North were suggested. It was agreed that Cllr. Bates would write a small article for The Press. **(Action Cllr. Bates)**

(b) *Removing the mud from the footpath between Main Street and Riversvale Drive (Min. 24/190b) – (February 2024)*

The Clerk confirmed that he had reported the problem with the mud to the City Council's Public Rights of Way Department who had referred the matter to the Housing Department. Subsequently PROW had emailed twice to ask if Housing had responded. They haven't. The Clerk had asked Housing if they would send an officer to the site. It was resolved that Housing would again be asked to send an officer who would meet with Cllr. Harper. **(Action Clerk & Cllr. Harper)**

(c) *Restoring sign by the Saxe Dane Lodge fence which shows the direction of the bridle path to Moor Monkton is lying down (Min. 24/190c) – (May 2024)*

The Clerk reported that the remaining sound length of the post was about five feet so the whole of the post would need to be replaced rather than the existing post be used. It was agreed that the City Council's Public Rights of Way Department should replace the post. It was also agreed that the PROW should be asked to remove the existing post as it is a trip hazard. **(Action Clerk)**

(d) *A request for a seat by the War Memorial facing the River Ouse. (Min. 24/190d) – (June 2024)*

The Clerk reported that the donor of the seat had paid for its cost and installation in full and that the seat had been ordered.

24/218– FINANCE

(a) *Financial Report*

The Clerk had circulated a detailed report showing the actual income and expenditure for the year for the period to 19 August 2024. The report reflected the receipts and payments below. The bank balances on 19 August were: -

Current Account	£100.00
Business Money Manager Account	£6,076.99
National Savings Investment Account	£15,667.03

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

35 BP	St Everilda's Church	Grant re grounds maintenance	£1,950.00
36 BP	Tesco	Stationery	£14.37
37 BP	Linda Cariss	Internal auditor's fee	£100.00
38 BP	Sleightholm Landscapes	Grass cutting per contract	£800.00
39 BP	Poppleton Community Trust	Room hire – 17 June	£28.00
40 BP	Seat donor	Refund on seat	£59.36
41 DD	IONOS	Website hosting – Jul/Aug	£17.03
42 CHG	HSBC	Bank charges - Jun/July	£8.00
43 BP	Sleightholm Landscapes	Beck balsam clearance	£120.00
44 BP	YLCA	Cllr. Jones course	£26.30
45 BP	PKF Littlejohn	External auditor's fee	£210.00
46 BP	James Mackman	Salary – August	£627.66
47 BP	HMRC	Tax and Employer's NI – August	£160.68
48 BP	James Mackman	Expenses	£3.00

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

City of York Council	Bus shelters grant 2023-24	£264.00
Seat donor	Purchase and installation of new seat	£702.75
HMRC	VAT refund	£898.91

(d) *To receive the internal auditor's report*

Prior to the meeting the Clerk had emailed the internal auditor's report to the Councillors. The contents of the report were noted.

(e) *To receive the external auditor's report*

Prior to the meeting the Clerk had emailed the external auditor's report to the Councillors. The contents of the report were noted.

(f) To agree to release the £1,000.00 provided in the 2024-25 budget for the Moat Fields
This was agreed.

24/219 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting.

It was noted that the grass has been cut per contract.

(b) The management of Warren Lea

It was agreed that Cllr. Jones ask the Conservation Volunteers to quote for spreading the chippings along the path through the Lea. Cllrs. resolved to authorise the Clerk, in consultation with the Chairman, to commission the work. **(Action Cllr. Jones and Clerk)**

(c) The management of the Common Land

No news on this subject.

(d) Allerton Drive garden

It was reported that the boundary hedge is in urgent need of being trimmed back and the new sycamore growth needs to be removed. The Clerk is to ask the contractor to carry out the work as soon as the law on hedges allows. **(Action Clerk)**

(e) The Moat Fields

Cllr. Walker reported that he had installed a ramp by the gate between the Moat Fields and the Millennium Green.

(f) The Cartsheds

The Clerk report having taken another set of photographs of the two gizmos on the cart shed wall. It was agreed that Mason Clark Associates be asked what steps should be taken to remedy the cracks in the wall. **(Action Clerk)**

(g) The Wildlife Area

It was reported that the footpath round the pond is slippery. The Parish Council has been asked to include this in its risk assessment for the Wildlife area. **(Action Clerk)**

24/220 - TO CONSIDER COUNCILLOR AND CLERK TRAINING

It was noted that Cllr. Jones had attended the Green Belt & Conservation Areas Planning Webinar on 24 July. It was agreed that Cllr. Harper could attend the YLCA training session on planning enforcement on 16 September.

24/221- TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS & LAMPPOSTS

Cllr. Hook reported that three street name signs were removed by the City Council and have not been replaced. The Clerk is to ask the City to replace the signs. **(Action Clerk)**

24/222 - TO DISCUSS THE PROGRESS IN CREATING ONE PARISH COUNCIL FOR POPPLETON

Cllr. Jones reported that Upper Poppleton Councillor, Cllr. Lawrence, has received a response from City Cllr. Rowley regarding the proposed creation of one Parish Council and the responses received from City Council officials. A complete review of the role of Parish Councils and a Community Governance Review with costs is due to be undertaken by the City next year. Given that we have already indicated the desire of the villagers of Upper and Nether Poppleton to combine into one Parish Council it might be prudent to await the outcome of this city-wide review.

The costs involved in a separate election process are prohibitive and the parish precept should not be used for this purpose.

24/223– TO RECEIVE REPORTS ON/FROM

(a) *Poppleton Community Trust*

No report.

(b) *Trees Working Group*

No report.

(c) *Village policing*

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

The police had replied to our request for them to attend the August meeting saying that they were not on shift on that day and would be unable to attend.

The Clerk reported that the police had been invited to the Upper Poppleton Parish Council meeting on 9 September and, if they were attending, he would let the Cllrs. know so they could attend the meeting if they wished. **(Action Clerk)**

(d) *YLCA York Branch*

No report.

(e) *Youth Club*

Cllr. Hook said that a three-man team from the Youth Club would be attending the Parish Council's October meeting to enable the Cllrs. to discuss the future of the Club.

(f) *Any other meeting*

None.

24/224– TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

24/224/1 - It was noted that the correspondence received since the July meeting, as listed below, had already been circulated to the Councillors.

(a) CYC - Gambling Act consultation

(b) CYC - Local Plan - Consultation on Proposed Modifications to Policy H5 'Gypsies and Travellers'

(c) CYC - New consultation as part of York's Bus Service Improvement Plan

(d) NYCC - North Yorkshire Local Plan update

(e) Open Spaces Society - eZine - July 2024

(f) Resident - Riverside Gardens car parking suggestion

(g) YLCA - Law & Governance Bulletins

(h) YLCA - Weekly News and Notifications

(i) YLCA - White Rose Bulletins

24/224/2 – The Clerk referred to the following items of correspondence received since the July Parish Council meeting

(a) CYC Public Rights of Way – enquiring about any response from the Housing Department

(b) Resident - Potholes in Church Lane

(c) Resident - Problem with tree outside 17 Millfield Lane

(d) St Everilda's church - thanks for grant

24/225 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
19 Sep	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Bates

24/226 – TO CONSIDER MINOR MATTERS

It was reported that there is a car on the verge in Millfield Lane which, judging by the length of vegetation around it, has been there for quite a while. It was agreed that the Clerk should report this to the police. **(Action Clerk)**

24/227 – TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

None.

24/228 - TO AGREE THE DATE OF NEXT MEETING

It was agreed that the next meeting would be held at 7.30pm in the Poppleton Centre on Monday 16 September 2024.

There being no other business the meeting was formally closed at 8.53pm.

Chairman.....

Date.....

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The Parish Council's website can be found at <https://poppleton-pc.org.uk/>