

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 9 JUNE 2025

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)

AGENDA

Chairman Neil Lawrence signed the Chairman's Declaration of Office

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

None.

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

All Councillors being present there were no apologies.

25.113 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

None.

25.114 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 MAY 2025

The minutes of the meeting held on 12 May, having been circulated and read, were accepted and signed.

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

City Councillor, Anne Hook, reported that: -

- Work is about to start on the installation of the improved safety measures in Black Dike Lane and speed restriction signs in Black Dike Lane, Hodgson Lane and the A59.
- Luke Charters, our MP, has written to Northern Rail about the parking charges at the station and that he is hoping for a helpful response.

25.116 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING:

(a) A boundary fence for Blairgowrie (Min. 25.075dvi)

The Clerk read an email received from Blairgowrie's agent saying that he had not heard from his client about the installation of a fence. The agent gave his opinion that installing a fence would be expensive and difficult.

(b) Replacing the pump at the corner of Lime Garth (Min. 25.099(d)i)

The Clerk reported that the concrete base for the pump is to be laid on 16 June.

25.117 - PUBLIC PARTICIPATION

None.

25.118 - 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: 24/00159/FUL – Amended plan about the gate and brick wall	The Parish Council objects to the retrospective plan and requires the front wall to be rebuilt as per the approved plan.
Ref: 24/00160/LBC – Amended plan about the gate and brick wall	The Parish Council objects to the retrospective plan and requires the front wall to be rebuilt as per the approved plan.
Ref: 25/00856/FUL - Rear dormer with juliet balcony at 66 Station Road, YO26 6QA.	No objections
Ref: 25/00889/FUL – Single-storey rear extension at Mill Bank House, Main Street YO26 6JU.	No objections
Ref: 25/01044/LBC - External works to include the replacement of cement render to gable wall at Beechwood House, The Green Upper, YO26 6DP.	No objections

(b) To note Local Authority Planning Decisions

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

- Ref: 25/00654/FUL - Raising of roofline to create 1no additional storey with dormer to side - revised scheme at Mill Race Bungalow, Main Street, YO26 6JX.

(c) To decide on a reaction towards CYC regarding planning applications and amendments to existing applications of which the parish council has not been notified.

It was noted that whilst the Parish Council is consulted on full applications there are times when it is not notified about amendments to planning applications. It was resolved that the Clerk asks the City Council to notify the Parish Council of all amendments to existing planning applications.

(Action Clerk)

(d) To decide on an approach to unauthorised alterations in a conservation area.

It was agreed that if the Parish Council becomes aware of any unauthorised development within the Conservation Area the Clerk is to inform the City Council of the fact.

25.119 - 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 9 June 2025.

The bank balances on 9 June were: -

Current Account	£100.00
Business Money Manager Account	£59,184.56

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

18 BP	Remarkable	VE Day lighting	£200.00
19 BP	Zurich	Annual insurance premium	£549.81
20 BP	Millennium Green Trust	2024-25 Grant	£750.00
21 BP	Poppleton Community Trust	2024-25 Grant	£2,000.00
22 BP	Poppleton Community Trust	2024-25 Grant	£4,000.00
23 DD	EDF	Guild hut electricity - April	£9.75
24 BP	Go Traffic Management	Road closure for VE Day	£1,274.69
25 BP	Choir member	Alto singer	£100.00
26 BP	Choir member	Tenor singer	£100.00
27 BP	Band member	Trumpeter & musical services	£200.00
28 BP	Band member	Guitar player	£100.00
29 BP	Band member	Drums	£100.00
30 BP	Friends of LMPA	Dancers	£50.00
31 BP	Three band members	Various instruments	£250.00
32 BP	HSBC	Bank charges – Apr/May	£8.00
33 BP	Scottish Water	Allotment water	£17.34
34 BP	Village Green resident	Electricity for VE Day	£50.00
35 BP	Poppleton Community Trust	Room hire 12 May	£28.00
36 BP	James Mackman	Salary – June	£653.01
37 BP	HMRC	Income tax & Employers NI – June	£223.31
38 BP	James Mackman	Expenses	£15.91

(c) To receive a report on income received

HSBC	Bank interest	£221.57
HMRC	VAT refund	£454.48

(d) To review the Parish Council's Financial Regulations

It was agreed to defer the review for the time being.

(e) To agree to release the £2,500.00 provided in the 2025-26 budget for the Poppleton Youth Club

This was agreed.

(f) To agree to release the £100.00 provided in the 2025-26 budget for the Poppleton Luncheon Club

This was agreed.

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

(a) Trees including replacement of trees in Blairgowrie: -

No further news on this subject.

(b) Biodiversity including approval of the £36 cost for the hire of a room for a biodiversity meeting

It was agreed that the old Methodist Church Hall meeting room be hired for a Biodiversity Group meeting on 12 June.

(c) Events

An application by Captain Fantastic and the Upbeats to use the Green on 19th July was approved.

(d) Maintenance including: -

i. Repainting the pump in Station Road

It was agreed that a quotation for repainting the pump on Station Road be obtained and the Clerk was given the authority to sanction the painting in consultation with the Chairman.

ii. Resurfacing the Lord Collingwood car park

The Chairman reported that he and the Clerk had met a contractor who had suggested that in his opinion, only the damaged half the car park needs to be resurfaced. Consequently, quotes will be provided for half the car park and also for the full car park

iii. The mole problem on Chantry Green

Councillor Clark reported that the scouts had put coffee grounds into the mole runs but it was too early to tell if the treatment had been effective.

iv. Consideration of the City Council's remarks about the fence in the Lord Collingwood car park

It was reported that a City Council Enforcement Officer had sent a letter to the licensee of the Lord Collingwood telling her that the new fence should be reduced to the height of one metre and that it should be painted a darker colour, similar to the original fence. The fact that the new fence had been erected by Admiral Taverns without consulting the Parish Council or seeking permission to replace a fence in a Conservation Area was noted. It was agreed that the Clerk write a letter for the licensee to send to Admiral Taverns asking that they carry out the work demanded by the City Council. **(Action Clerk)**

v. To consider replacing the bushes in Chantry Green mowed down in error

It was reported that the grass cutting contractor had accidentally mowed down two of the new bushes on Chantry Green. He had said that he would pay for new bushes to be planted. The Clerk is to ask the contractor to replace the bushes. **(Action Clerk)**

(e) Allotments

No news on this subject.

(f) Guild Hut

The Clerk reported that the football club has borrowed some trestle tables for the Poppleton Beer Festival.

25.121 – TO CONSIDER MATTERS RELATING TO TRAFFIC, HIGHWAYS, FOOTPATHS, LAMPPOSTS & SIGNS

(a) Reports on vandalism

None.

(b) Traffic and parking issues in Upper Poppleton

No news on this subject.

(c) To receive other reports

None.

25.122 – 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.

25.123 TO DISCUSS THE PROGRESS IN CREATING ONE PARISH COUNCIL FOR POPPLETON

On 27th April Councillor Lawrence received a positive reply from CYC which confirmed approval for the revised grouping application which was made on 4th April.

However, the situation has been complicated by the Local Government Boundary Commission which has indicated an intention to conduct an electoral review of CYC before the 2027 Council elections.

MP Luke Charters has been asked by Councillor Lawrence for help in expediting a decision from the Boundary Commission on the relevance of this review to the grouping application.

25.124 – TO CONSIDER INCREASING THE WEBSITE CACHE FROM 1GB TO 5GB TO ACCOMMODATE MORE RECORDS

The Clerk reported that NetWise had informed him that the website was 85% full but on enquiry the Clerk had been told that there were many large photographs on the website which, if reduced in size, would reduce the usage considerably. The Councillors agreed that the Clerk should endeavour to do this before a decision to pay for an increase in the size of the cache is made.

(Action Clerk)

25.125 – TO RECEIVE COMMITTEES' REPRESENTATIVES' REPORTS

(a) Biodiversity Working Group

Councillor Tomlinson reported that two working parties had picked Himalayan Balsam on the riverbank in Nether Poppleton.

(b) Listed Buildings Working Group

The Clerk reported that at the May Nether Poppleton Parish Council meeting it was noted that the Listed Buildings report is now being considered by the University and it was agreed that this group had run its course and should be disbanded. The Councillors agreed to do the same.

(c) Poppleton Children's Sports Day

Councillor Robson reported that the Poppleton Children's Sports Day was a great success. The rain held off for most of the day and there was a high turnout throughout the event. The usual activities took place with a high level of participation in the children's races. Several village groups/organisations were represented including Poppleton under 5s, Maypole dancers from Poppleton Ousebank and the scouts selling burgers. The organising committee is looking for new members for next year's event.

(d) Poppleton Community Trust

Councillor Hall reported on the 12 June meeting of the Trust's Executive Committee.

(e) Village Show

No report.

(f) Village Traffic Working Group

No report.

(g) YLCA York Branch

Councillor Catterick reported on the York Branch meeting held on 5 June.

(h) Youth Club

Councillor Clark reported that the Club is seeking Committee members, ideally grandparents and responsible older teenagers to help on Friday nights.

(i) Any other meeting

None.

25.126 – TO RECEIVE A REPORT ON VILLAGE POLICING

Prior to the meeting the Clerk had forwarded the incidents reported to the police for May. It was noted that there had been no incidents reported in Upper Poppleton.

25.127 – TO NOTE CORRESPONDENCE RECEIVED

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

- (a) Green usage form returned
- (b) YLCA - Councillors' Discussion forum 21 May
- (c) YLCA - White Rose Weekly Bulletins

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

- (a) CYC - Advice on cutting back hedges
- (b) Enquiry about advertising in Poppleton Parish News
- (c) The Pensions Regulator - Confirmation of re-declaration

25.128 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
12 Jun	Biodiversity Group	Methodist Church Hall/ 7.00pm	Tomlinson, Hall, Lawrence
17 Jun	Children's Sports Day AGM	Poppleton Centre/ 8.00pm	Robson
19 Jun	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Hall

25.129 - TO CONSIDER MINOR MATTERS

None.

25.130 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

- (a) Revise the Standing Orders
- (b) A request for a skateboard park on the Community Centre playing field

25.131 - TO AGREE THE DATE OF NEXT MEETING

It was agreed that the next meeting be held at 7.00pm on Monday 14th July 2025.

There being no other business the Chairman closed the meeting at 9.40pm.

CHAIRMAN DATE.....

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