

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 11 AUGUST
2025

PRESENT:

Councillor Neil Lawrence (Chairman)

Councillor Alan Catterick

Councillor Bill Hall

Councillor Anne Hook

Councillor David Johnson

Councillor Richard Robson

Mr James Mackman (Clerk)

AGENDA

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

None.

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

Apologies for absence had been received from Councillors Ian Clark, Sheri Scruton and Sue Tomlinson.

25.156 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

Councillors Clark, Scruton and Tomlinson's reason for absence were approved.

25.157 - TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 JULY 2025

The minutes of the meeting held on 14 July, having been circulated and read, were accepted and signed.

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

City Councillor, Anne Hook, said that she had nothing to report.

25.159 - PUBLIC PARTICIPATION

None.

25.160 - PLANNING APPLICATIONS

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

Details of Planning Application	Comments
Ref: 25/01442/FUL - Variation of conditions 2 and 3 of permitted application 23/01132/FUL to alter the design of the proposed rear extension at 3 Nether Way, YO26 6JQ.	No objections
Ref: 25/01487/FUL – Two-storey rear extension, first floor front extension and single-	No objections

storey side/rear extension at Lyndhurst, Hodgson Lane, YO26 6DY.	
--	--

(b) To note Local Authority Planning Decisions

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

- Ref: 25/00988/FUL - Installation of 48no. solar panels to roof and 4no. air source heat pumps to rear at Poppleton Methodist

25.161 - 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 11 August 2025.

The bank balances on 11 August were: -

Current Account	£100.00
Business Money Manager Account	£52,000.55

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

50 BP	Poppleton Under Fives	2025-26 Grant	£1,500.00
51 DD	EDF	Guild hut electricity – June	£10.11
52 CHG	HSBC	Bank charges – June/July	£8.00
53 BP	Poppleton Community Trust	Room hire 14 July	£28.00
54 BP	Poppleton Methodist Church	Room hire - biodiversity	£64.00
55 BP	PKF Littlejohn	External audit fee	£210.00
56 BP	Sleightholm Landscapes	Grass cutting per contract	£855.00
57 BP	James Mackman	Salary – August including back pay	£958.61
58 BP	HMRC	Income tax & Employers NI – August	£273.04
59 BP	James Mackman	Expenses	£11.83

(c) To receive a report on income received

HMRC	VAT refund	£156.79
------	------------	---------

(d) To agree to release the £2,500.00 provided in the 2025-26 budget for the All Saints Churchyard maintenance

This was agreed.

(e) To ratify the Clerk's pay increase backdated to 1 April 2025

The increase in salary was confirmed.

(f) To consider the external auditor's report

The external auditor's report was noted.

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

(a) Biodiversity

No report.

(b) Events

An application by the Methodist Church to utilise part of the Green to store building materials during Phase 2 of the church development which involves lowering the floor in the chapel, installing solar panels and underfloor heating with ASHPs and redecoration of the chapel between August and December 2025 was approved.

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

(a) Reports on vandalism

None.

(b) Replacing the seat outside 7 Station Road

The Clerk reported that within two hours of putting the seat donation request on the Poppleton Parents Facebook page he had received a request. The Councillors agreed that the Parish Council would accept the doner's offer to purchase a Streetmaster Georgian seat. **(Action Clerk)**

(c) The abandoned truck in Champion Drive, Langley Gate

It was reported that a DAF truck had been parked in Champion Drive for more than three months. The Clerk said that the Parish Council had been asked for its help in arranging for the vehicle to be removed. It was noted that the police and the City Council are taking the appropriate legal steps to resolve the situation.

(d) To receive other reports

None.

25.164 – 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.

25.165 – TO RECEIVE COMMITTEES' REPRESENTATIVES' REPORTS

(a) Village Show

It was reported that all arrangements for the Show, which is being held on 16 August, have been made.

25.166 – TO NOTE CORRESPONDENCE RECEIVED

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

- (a) Methodist Church - Green Usage Form
- (b) National Grid: Yorkshire GREEN - Community fund
- (c) Open Spaces Society - July updates: Celebrating 160 years of the Open Spaces Society
- (d) Poppleton Community Trust - Invitation to the new Studio Suite formal opening on 2nd September
- (e) YLCA - August Training programme
- (f) YLCA - Basic understanding the planning system seminar
- (g) YLCA - Law and Governance Monthly July 2025
- (h) YLCA - White Rose Weekly Bulletins
- (i) YLCA - Whole Council training

25.166.2 – The Clerk referred to the following items of correspondence received since the July Parish Council meeting

- (a) Bionic - Confirmation of Guild hut electricity supply renewal
- (b) PKF Littlejohn - AGAR returned - all clear
- (c) Poppleton Under Fives - thanks for grant
- (d) Request to put Kirk Hammerton notice on the notice boards
- (e) Resident - request to go on allotment waiting list
- (f) Rob Poppleton - Enquiry about the history of Poppleton

25.167 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
19 Aug	Poppleton Youth Action Group	TBA	Clark, Hook
20 Aug	Biodiversity Working Group	Methodist Church Hall/ 7.00pm	Tomlinson, Hall, Lawrence
18 Sep	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Hall

25.168 - TO CONSIDER MINOR MATTERS

None.

25.169 - TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

None.

25.170 - TO AGREE THE DATE OF NEXT MEETING

It was agreed that the next meeting be held at 7.00pm on Monday 8th September 2025.

There being no other business the Chairman closed the meeting at 8.11pm.

CHAIRMAN

DATE.....

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG
Tel: 01904 399277 - email: upperpoppletonclerk@poppleton-pc.org.uk

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