

NETHER POPPLETON PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE POPPLETON CENTRE, UPPER POPPLETON, AT 7.00PM ON MONDAY, 15 SEPTEMBER 2025

PRESENT

Cllr. G R M Bates (Chairman); Cllrs. R A Harper, J A Hook, C J Lamb and A G Walker. Also present were one member of the public and the Clerk, Mr B J W Mackman.

AGENDA

25/197 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

25/198 – PUBLIC PARTICIPATION

None.

25/199 - TO RECEIVE APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING

Apologies for absence were received from Cllrs. S P Barry and Z L Billings.

25/200 - TO CONSIDER THE APPROVAL OF REASONS GIVEN FOR ABSENCE

Cllrs. Barry and Billing's apologies for absence were approved.

25/201 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 AUGUST 2025

The minutes of the Parish Council meeting held on 18 August 2025, having been circulated prior to the meeting, were approved and signed.

25/202 - TO RECEIVE A REPORT FROM A CITY OF YORK COUNCILLOR

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

25/203 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING:

(a) *The removal of the broken wooden bridge over the beck in front of Mill Wray (Min. 25/183a) – (March 2025)*

It was noted that the wooden bridge has been removed.

(b) *Damage to the new signs on the fence (Min. 25/183b) – (March 2025)*

It was agreed that the two signs on the pole adjacent to the entrance to the Common Land are sufficient and that the subject of the missing signs will no longer be discussed.

(c) *The installation of the proposed donated seat (Min. 25/183c) – (September 2024)*

The seat has not yet been delivered.

(d) *Putting reflectors on the wooden bollards between the Poppleton Centre drive and Ouse Moor Lane (Min. 25/183d) – (July 2025)*

The reflectors have yet to be installed. (Action Cllr. Harper)

(e) The removal and replacement of the Richard Ryan seat (Min 25/186c) – (August 2025)

The Clerk reported that he had made contact with the person who organised the installation of the seat in 2010 and had sent them the plaque off the back of the old seat. It was agreed to delay discussion of the future of the space where the seat was until the November Parish Council meeting when it should be known if the relatives of Richard Ryan would be wanting to replace the seat.

25/204 –PLANNING APPLICATIONS

(a) To consider the following Planning Application

Details of Planning Applications	Comments
Ref: 25/01254/LBC - External works to include repointing of gable and chimney stack, replacing flashing and repositioning of window at 5 Main Street, YO26 6HS.	No objections

To note Local Authority Planning Decisions

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

- Ref: 25/00855/FUL – Single-storey front and rear extensions, detached annexe to rear at 69 Millfield Lane, YO26 6NB.

25/205– FINANCE

Financial Report

The Clerk had circulated a detailed report showing the actual income and expenditure for the year for the period to 15 September 2025. The report reflected the receipts and payments below. The bank balances on 15 September were: -

Current Account	£100.00
Business Money Manager Account	£21,388.37

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

43 BP	St Everilda's Church	2025-26 grant	£2,000.00
44 CHG	HSBC	Bank charges Jul/Aug	£2.00
45 BP	Community Heartbeat	Defibrillator pad	£74.95
46 BP	PKF Littlejohn	External auditor's fee	£210.00
47 BP	James Mackman	Salary – September	£681.65
48 BP	HMRC	Tax and Employer's NI – September	£233.18

(c) To receive a report on income received

HSBC	Bank interest	£102.77
HMRC	VAT refund	£314.92

(d) To agree to release the £1,000.00 provided in the 2025-26 budget for the Moat
This was agreed.

25/206 - PARISH COUNCIL LAND - TO RECEIVE PROGRESS REPORTS AND MAKE APPROPRIATE DECISIONS ON

(a) Grass cutting.

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

(b) The management of Warren Lea

- i. It was agreed to spend £150 on the purchase of native spring bulbs. **(Action Cllr. Walker)**
- ii. It was agreed that two dog clean up signs be bought for the lea. **(Action Cllr. Walker)**

(c) The management of the Common Land

It was agreed to plant three flowering cherry trees on the stretch of Common Land to the left of Riverside Gardens. **(Action Cllr. Harper)**

(d) Allerton Drive garden

No report.

(e) The Moat Fields

No report.

(f) The Cartsheds

The Clerk reported that Mason Clark are coming to inspect the cartshed and write a report on their findings.

(g) The Wildlife Area

No report.

(h) Biodiversity

It was agreed to spend £50 on tansy plants and £150 on native bulbs. **(Action Cllr. Walker)**

25/207 - 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.

25/208- TO CONSIDER MATTERS RELATING TO HIGHWAYS, FOOTPATHS & LAMPPOSTS

No report.

25/209 - TO DISCUSS THE PROGRESS IN CREATING ONE PARISH COUNCIL FOR POPPLETON

Cllr. Bates reported that the City Council has rescinded the approval to group which it gave in April. Although the reasons given for this are not clear, and maybe incorrect, there is no right of appeal. It has now been recommended by CYC that a petition is made for a Community Governance Review (CGR). This would require 250 signatures from residents in Upper and Nether Poppleton parishes who are on the electoral roll.

A working group meeting is to be held in September to discuss the arrangements for this petition.

25/210- TO CONSIDER ADOPTING A TREE POLICY

Cllr. Walker is currently working with Upper Poppleton Parish Council colleagues on this subject. **(Action Cllr. Walker)**

25/211 – TO AGREE THE ACTION THE PARISH COUNCIL WILL TAKE TO MEET THE REQUIREMENTS OF ASSERTION 10 WITH REGARDS TO COUNCILLORS' EMAIL ADDRESSES.

New rules say that Councillors should not use personal email addresses for Parish Council business. Current advice is that a Parish Council should have a gov.uk website address, not an org.uk address. It was agreed that steps be taken to change the existing website to a gov.uk and have dedicated email addresses for each Councillor. **(Action Clerk)**

25/212 - TO DISCUSS ARRANGEMENTS FOR THE 2025 ARMISTICE DAY AND REMEMBRANCE DAY SERVICES

- (a) It was agreed to pay for half the cost of the road closure on Upper Poppleton Green for the Remembrance Day Service
- (b) Cllr. Bates agreed to participate in the Remembrance Day event.
- (c) The Clerk is to ask Colin Robinson if he will officiate at the Armistice Day Service by the War Memorial on 11 November. **(Action Clerk)**

25/213– TO RECEIVE VERBAL REPORTS ON/FROM

- (a) *Joint Biodiversity Working Group*

No report other than that recorded in minute 25/206(h) above.

- (b) *Poppleton Community Trust*

No report.

- (c) *Trees Working Group*

No report.

- (d) *Village policing*

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

- (e) *YLCA York Branch*

No report.

- (f) *Youth Club*

No report.

- (g) *Any other meeting*

None.

25/214– TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

25/214/1 - It was noted that the correspondence received since the August meeting, as listed below, had already been circulated to the Councillors.

- (a) M G Group Ltd - Permission to lay cable in Allerton Drive garden
- (b) Request re Flora Sandes 150th anniversary
- (c) YLCA - Details of York Branch meeting on 18 September - request for agenda items
- (d) YLCA - Papers for York Branch meeting on 18 September
- (e) YLCA - Training programme Sep - Dec 2025
- (f) YLCA - White Rose Weekly Bulletins

25/214/2 - The Clerk referred to the following items of correspondence received since the August Parish Council meeting

- (a) National Grid – request to access the Moat Fields
- (b) PKF Littlejohn - AGAR returned - all clear
- (c) Resident - complaint about vegetation growing over the path between Main Street & library
- (d) Resident about vehicles camping in Ouse Moor Lane
- (e) St Everilda's Church - thanks for grant

25/215 – TO NOTE FORTHCOMING MEETINGS

Date of Meeting	Meeting	Venue/ Time	Councillors Attending
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17 Sep	Biodiversity	Methodist Church Hall/ 7.00pm	Bates, Billings, Walker
18 Sep	YLCA York Branch	Dunnington Reading Rooms/ 7.00pm	Barry
18 Sep	Poppleton Community Trust Executive	Poppleton Centre/ 7.00pm	Harper
26 Sep	Poppleton Youth Action Group	Methodist Church Hall/ 8.45pm	Lamb

25/216– TO CONSIDER MINOR MATTERS

None.

25/217 – TO CONSIDER NEW ITEMS FOR THE NEXT AGENDA

None.

25/218 - TO AGREE THE DATE OF NEXT MEETING

It was agreed that the next meeting be held at 7.00pm on Monday 20th October 2025.

There being no other business the meeting was formally closed at 8.37pm.

Chairman.....

Date.....

James Mackman, Clerk 39 Calder Avenue, Nether Poppleton, York, YO26 6RG
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The Parish Council's website can be found at <https://poppleton-pc.org.uk/>