

**Wigginton Parish Council**  
**The Old School Community Hall, Mill Lane, Wigginton,**  
**York YO32 2PU**

**Draft** Minutes of the Annual Parish Meeting held at 1900 on Tuesday 16.05.17 in the Old School Community Hall, Wigginton.

**A17/01 Present**

Cllrs Vaughan, (Chair), Denton, Finch, Firth, Fisher, Gates, Jeffery, Runciman, Spence and Wreglesworth.

**A17/02 In Attendance**

Also Present The Clerk, City of York Councillors I Cuthbertson and T Richardson, Andy Laslett and Fiona Williams City of York Council, Michael Haseltine WSPFA, Cheryl Fisher Citizens Advice Bureau, Martyn Crosby HWYCA, and four (41) member of the public.

**A17/03 Apologies for absence**

None

**A17/04 Confirmation of Minutes of Previous Meeting**

The minutes of the previous meeting held on 17.05.16 were agreed.

**RESOLVED** that the minutes of the last meeting held on 17.05.16 be accepted as a true record.

The Chair signed the minutes.

**A17/05 Matters arising from the Minutes of the Previous Meeting.**

There were no matters arising

**A17/06 The Chairman's Annual report for 2016-17**

The work of the Parish Council continues to be extremely progressive and varied. During the past financial year we have arranged for and managed a great deal of drainage work that will benefit residents in Mill Lane, Wigginton Sports and Playing Fields Association and its member clubs and the allotment holders. This has mainly been funded from our section 106 receipts. We have maintained the village to a high standard through regular grass and hedge cutting, tree maintenance and flower planting. We also had carried out on our behalf a full tree condition survey. We intend to extend this work in the coming months by increased snicket cleaning. The pond and surrounding areas are well maintained and further work is also intended this year.

Our allotment facilities are fully let, indeed we would benefit from additional allotment space as our waiting list for them is now at 18. The majority of the allotments are well kept and those that are not so will be addressed in the coming weeks.

Through the s 137 grant system we continue to support many local organisations including:

Haxby and Wigginton Youth and Community Association, The Old School, Wigginton and Haxby Table Tennis Club, Churchfield Open Space, Wonder Years, Haxby Helpers, The Wigginton Over 60's and Wigginton Sports and Playing Fields Association. In total we awarded over £ 12000.00.

Additionally, we funded new baby weighing scales for use at the Recreation Hall in order that new mums have a local facility rather than travelling to New Earswick. We also continue to support Citizens Advice Bureau who provide great advise for local residents.

During the past year we introduced a pension scheme for future employees and opened an investment savings account with the Skipton Building Society. Towards the year end we arranged a meeting with Wigginton Sports and Playing Fields association and member clubs to consider the way forward at our wonderful playing field, such meetings are continuing and the member clubs have been asked to each provide plans for future requirements.

I am sure you will agree that this has been a very busy year and 2017-18 will be no different.

My thanks go to the Clerk and my colleagues on the Parish Council for their support.

### **A17/07 Presentation by A Laslett regarding the Haxby & Wigginton proposed Library**

Andy Laslett presented an update on the proposed Haxby and Wigginton Library project.

#### **Vision for a new Library**

There is a partnership between Haxby Memorial Hall, City of York Council and Explore. A consultation process has taken place and planning permission was granted in April 2014 for a new 180m<sup>2</sup> library. City of York Council have agreed to provide upto £ 499,000.00 funding for:

a new entrance lobby, accessible toilets, office and kitchen facilities and 1802m<sup>2</sup> main library floor space.

Credit should be given to Haxby Memorial Hall Trustees in driving forward and incorporating the library for Wigginton and Haxby. However, to make this vision a reality the Memorial Hall also needs to raise £ 550,000.00 for the expansion of the hall.

#### **Benefits for residents**

Placing the library at the heart of The Village and locating it with the Memorial Hall creates a unique community hub providing a modern fit for purpose library building with a reading café and learning opportunities for all. A library is a valuable asset contributing to the happiness and well-being of our community by providing a wide range of services for all ages (story time to digital literacy). Haxby and Wigginton has a higher than average population of the elderly who are more at risk of becoming lonely or isolated who need services and social opportunities on their doorstep.

#### **Next steps**

The key challenge is to support the Memorial Hall in fundraising. The Council has set a deadline of April 2018 and if the £ 550000.00 has not been raised the development may not go ahead. The trustees have been very active trying to fundraise but are in reality getting nowhere fast.

Can You Help?

### **Mobile Library Service**

A new mobile library is coming hopefully by mid June 2017. It will provide regular days stops at:

Ethel Ward Playing Fields, The Memorial Hall, Wigginton Recreation Hall and Oaken Grove.

It will offer:

Books, audio books, office space for partnership working and a range of activities for example:

A pop up café from Ethel ward playing field on a Monday after school in conjunction with Youth Services will provide a sports offer.

**RESOLVED** that the report be noted

### **A17/08 Representative bodies annual reports for 2016-17**

#### **a) The Old School Charity**

Cllr Vaughan presented the Old School report for 2016-17

The past year has seen further growth in bookings and resulted in another increase in hire charge income.

We continue to welcome new groups including:

Dog training, flower arranging, craft groups, The WEA and Cycle maintenance. The diverse bookings are just reward for the hard work that has gone into the continued development of the building.

Our maintenance programme has continued at a pace, we have started to upgrade the lighting with LED type, the kitchen has been fully refurbished, hand dryers have been installed in the toilets resulting in a decrease in consumables. Further work was carried out on the external footpaths ensuring that there is now all round access for all who use the facilities.

With the building being the age it is maintenance will be forever ongoing and wisely the trustees have now opened an investment savings account with the Skipton Building Society. The Parish Council, our landlord, has been aware for some time that there will be serious expenditure requirements in the future with regard to the roof and car park area.

I would like to thank my fellow trustees for their support.

#### **b) The Poor and Towns Land Charity**

Cllr Vaughan presented the Poor and Towns Land report for 2016-17

The Poor and Towns Land Parish Charity continues to support local residents in need help.

This year was no exception and we supported two families wanting their children to benefit from residential school trips.

As in other years though we find that residents are not always keen to approach us for help. We have though established an excellent support route through the Primary School and Citizens Advice Bureau also let residents know of the fund.

Although income to the fund is limited we do hope to continue to support our local residents and would encourage you all to raise awareness of it whenever you can. All applicants are dealt with in the strictest of confidence usually with only the Parish Clerk having contact with applicants once received.

I would like to thank my fellow trustees for their support.

**c) Haxby and Wigginton Youth & Community Association**

Martin Crosby presented the HWYCA report for 2016-17

Our Youth Provision: Community Ties

Our Community Ties provision includes regular sessions to support and develop young people in the communities of Haxby and Wigginton.

Led by Ellie Tillotson they include Take a Bow Youth Theatre, Wednesday Youth Group, Drop In Services, Outreach services and Project Work in the community.

**Take a Bow Youth Theatre** – a formally structured provision for young people aged between 8 and 13. The young people take part in skill driven and confidence building workshops, as well as community performances and events. This session is led by a trained drama practitioner and high skill volunteers. The group also take part in community trips and events.

**Wednesday Youth Group** - An open access provision for young people aged 10 - 14. This group is very well attended, with 30 young people in attendance most weeks, supervised by experienced staff and volunteers. A range of activity is provided on a weekly basis, from open 'help yourself' stations, to organised workshops and activity. Youth people are regularly offered opportunities to work with other activity providers such as DJ artists, dancers, sports coaches and craft practitioners.

**Drop In Service** - A free and open service for young people aged between 15 and 18. This informal session provides young people with opportunities to access specific services such as stop smoking support, condom distribution, substance misuse and healthy relationship awareness. This group also engage in community activity and skill development workshops (such as interview technique, communication, cooking, music and kick boxing).

**Outreach Service** - A free service for young people in Haxby and Wigginton to access, without accessing a formal provision. Our Senior Youth Worker and Project worker co-deliver discussion groups, informal activities and promote projects in parks and public spaces. These sessions are 1 hour long, and take place on Wednesday and Friday evenings (before Wednesday group and Drop In). These sessions are seasonal only, and are offered to young people over the age of 13.

Project Work in the Community:

We have delivered a range of community projects, planned and supported by young people currently accessing our provision. The project work addresses the relationships between young people and their local community, with opportunities for young people to plan and deliver their own content. These projects are delivered alongside a partner, in order to support young people in addressing other community groups, and learning about their needs and their interests. Partners have included Churchfields playing space, U3A Table Tennis, Wonder Years, Poly Anna's nursery and Senior Song Box to name a few. We also deliver quarterly events that seek to promote intergenerational activity and community cohesion on a large scale. This has included a Women's Health and Fitness programme, a Street Party and Carol

Singing alongside our PCSO team and cadets in care homes – scheduled for this coming Christmas.

Please see below for some direct feedback from community members and the young people taking part in our projects –

*It is good to see young people in a positive light as they are often stereotyped*

*The children were enlightening, amusing and Informative.*

*I loved being in a multi age group – I hope to do it again*

*Session was nicely organised and well-constructed. The youngsters were very good. Their movement, dancing and aerobics were excellent*

*It was good to be in control of something – someone needed my advice and my opinions. It felt good.*

*It was nice to be like an adult and being responsible for little kids – it was nice to see them. It was good fun and I'd like to do it again*

*We were so nervous before we took part – and I didn't even think that they would be nervous! They were really friendly and we all got on well.*

*I think our community is coming back together*

*I've enjoyed learning self-defence, improving my fitness and socialising with different people*

**Key Reflections and Future Goals:**

We are thrilled to see so many young people over 13 accessing our services, as our previous provision mainly provided activity for young people aged between 8 and 13. We have begun discussing various opportunities with local councillors, project partners our trustee board and local young people to identify new ways of working that would develop our activity base further. This includes participation in our local Partnership Meetings, establishing significant volunteer support through York University, as well as seeking activity support from other providers such as York City Kick About, Kinesis Dance, Sonny Entertainment, SASH, Longs Black Belt Kickboxing School and York City Knights. This has enabled us to reach further into the community and provide young people with purposeful activity on a regular basis. We have continuously made connections with local businesses, charities and services through the Community Ties Provision (on a monthly basis) and increasingly more organisations are approaching us to engage with our community work. This includes local shops, Poly Anna's nursery, Senior Song Box, Haxby Library, Churchfields Play Space and Wonder Years. These partnerships have been established through mutual interests or a specific need. Our projects have been a pleasure to deliver, and have brought new faces into our centre.

The staff at our 'Drop In' services have worked tirelessly to develop and build respectful relationships with young people, who often display risky and challenging behaviour. It has taken significant time to establish trust with this group, and also encourage them to engage in purposeful activity. Our staff have provided opportunities for the young people to take part in free sport activities, film making, CV building and interview technique, substance awareness workshops and healthy living activity (such as food prep). This group have now begun giving back to their

local community and are showing signs of investing in their own skill set and interests - from taking part in Q and A sessions with young children to creating community questionnaires, and attending community meetings. We hope to encourage this interest further and offer more opportunities for this group of young people to engage fully with their community, and take responsibility for their own behaviours. We have also seen a significant increase in employment amongst our Drop In participants, around a 30% increase in the past 6 months. We are thrilled to see the confidence and ambition of our young people increasing – with many taking pride in sharing their success with us.

Provision Moving Forward:

New Organised Activity

With participation numbers increasing and remaining high across the provision, we have begun discussing the possibility of new sessions. This is to include an additional session for our youth theatre group, specifically working with young people aged between 13 and 15. This highly organised and creative activity currently does not reach over 13's, and an additional session would help us to do so. We are also aware of the lower engagement levels of young people based in Wigginton, and so we have focused our Outreach sessions into this community throughout January and February 2017. Based on the feedback from the young people, we will be delivering a Drop In session and a Take a Bow Senior group at The Old School in Wigginton from May until October 2017.

Further Outreach and Detached Youth Work

Our detached youth work provides us with a direct link to the youth community choosing to not access organised activity. This link allows us to ensure that their voices are heard by the community and fed back into local and city councils. Considering this, we aim to increase the amount of outreach delivered in the area, as well as hosting an outreach session on Ethel Ward alongside Haxby library. This is to increase our partnership working, whilst building and maintaining relationships with young people in the community. This activity will allow us to sign post young people affectively, and maintain a regular session that young people can access on their own accord.

Reporting:

Our reporting structure provides us with accurate records of young people's attendance, through secure registration forms, monitoring forms and registers. We also record engagement levels (through photographs and quotes – as used in this document) as well as brief reports and community meetings. These reports are circulated round relevant sources, and community meetings are open to all council members and activity providers in the area. We find community meetings are a useful way of keeping outside parties informed and present in our work. We also openly invite invested sources to visit our provision, with both local and city councils taking part in this opportunity - from events and projects, to core activity nights.

**d) Wigginton Sports and Playing Fields Association**

Michael Hasletine presented the WSPFA report for 2016-17. Wigginton Sports & Playing Field Association is a Registered Charity consisting of a body of volunteers. It is a tenant of the landowner, Wigginton Parish Council, and is the umbrella organisation for five amateur sports clubs that offer squash, football, bowls, tennis and petanque to their members.

This is necessarily a brief report, as although the Association's accounts have been audited, they have not yet been presented at the AGM, which is due to take place on 24<sup>th</sup> May.

For that reason, it would be improper to present them in detail at this meeting. Suffice it to say that the Association remains solvent, and has an adequate credit balance carried forward to the current financial year. Expenditure was significantly less than income, in contrast to the previous year.

The five Clubs affiliated to the Association continued successfully, with total adult and junior playing membership at 579 in 2016 showing a net reduction of 16 on the 2015 figures. In terms of popularity, Football tops the list at 284 members, up 34 on 2015 and was the only club to record a net increase. Squash at 122 is down 27, and Tennis at 100 dropped by 10. Bowls with 51 members is down by 5, and Petanque (the smallest club), dropped by 8 back to their 2014 total of 22. These figures of course reflect only a small proportion of the people who enjoy our facilities, for every one of the five clubs entertains many visiting players from all over the county, and sometimes from farther afield. In particular, the Association appreciates the continued support given by the Parish Council to our aims and activities. Several of the five member clubs are hoping to expand their facilities, and in this regard the Parish Council is providing active support in planning for the future.

**e) Haxby and Wigginton Cemetery Committee**

The Clerk informed the meeting that no formal report was to hand. Wigginton Parish Council HWCC members were able to report that the Cemetery is being well maintained and is in good order. There will be a future need to acquire additional land and the committee will be considering this at the appropriate time. Burial rates have been reviewed and are regularly compared to other burial committee rates in the York area.

**f) Churchfields Open Spaces Committee**

Cllr R Denton presented the Churchfield Open Space report for 2016-17. During 2016/17 Churchfield Open Space Committee have been active in maintaining and improving the facilities for our community to enjoy. On the popular dog walk area extra drainage work was carried out along with fining and an invasive weed called knotgrass was dealt with which have improved the grass quality. Some work was also done on the trees and hedges in the area, we are very grateful to the parish council for their help with these works. Volunteers have helped to fill in the numerous holes that our canine friends dig!

In the children's play area we installed a new wheelchair accessible roundabout and had repairs done to some of the older pieces of play equipment and safety surfaces. These repairs should provide many more years of life for this equipment.

In 2009 Churchfield had one of the first outdoor gyms installed at the site. Last year we added 5 more pieces of apparatus so that we are able to offer a comprehensive range of exercise equipment to suit all ages and abilities, 2 of the new pieces can be used by wheelchair users.

In Willow Garth we have provided more diverse hedging and planted native bulbs and plants to encourage the wild life. We thank Andy Mulholland and the children from the wild gardening club for their help with this.

Members of the committee went to Huddersfield University in April 2016 to receive the Duke of York's Community Initiative Award. We were very proud that we gained this accolade for our Open Space and were delighted to meet Prince Andrew who made the award.

Churchfield were also successful in gaining a Green Flag community award this is a national award that recognises high quality green spaces.

We have tried to involve the users and the local community in our Open Space by using social media, this has been very successful with a noticeable reduction in anti-social behaviour and much less litter.

We are very grateful for the annual grant WPC gives Churchfield and for their continuing help, advice and support. Other funding has been raised from grants, local fundraising and donations. Our thanks go to The Ward Committee, Wigginton Village Stores, The Cottage Inn and the many residents who have helped and given time and money.

On behalf of the committee I would like to give special thanks to David Geary for all his help and support.

#### **g) Citizens Advice York**

Cheryl Fisher presented the Citizens advice Bureau report for 2016-17 Citizens Advice York run a three hour general advice session at the Old School twice a month on the 1<sup>st</sup> and 3<sup>rd</sup>

Wednesdays, where residents can drop in without the need to make an appointment. This year has seen 53 callers over 24 sessions held, compared to 54 in the same period last year, which averages 2.25 clients per session. I am a little disappointed that this number is not higher but can offer several possible theories for this. Certainly, as has been mentioned to me by clients and brought up before, there can be the mistaken impression that the advice service is oversubscribed when callers initially see the car park full of cars from other users of the centre on the same day. A client has told me they have come to the outreach several times and turned back believing he wouldn't be seen. Another factor could be the reduced signage advertising the service which is certainly not as eye catching as it was previously. It

may therefore be worth considering making the outreach an appointment as well as a drop-in based service. An appointment sheet could either be held by a person appointed by yourselves or we could hold one at our main office. This would certainly mean reduced waiting time for clients, which can be off putting, whilst still offering the possibility of an immediately accessible service to the casual caller if there are any free slots. It is certainly something worthy of consideration. The outreach service at Huntington operates on this basis with an appointment sheet held at our main office and it works very well.

This year we identified £13,352.00 of previously unclaimed benefits and energy supplier savings. It is often the case I do not hear of other successes that may have happened through initial contact with the advice sessions, this is particularly true of benefit appeals which can take many months to be finalised. However, one thoughtful caller returned to let me know they had eventually won their appeal which resulted in their disability benefit being increased to the higher rate and gaining them an extra £1854.00 pa. She attributed this to the help she had initially received to write her appeal and then follow up advice she received to prepare her for the appeal hearing. A gratifying result.

We assisted clts to deal with debts totalling £37,605 which is on a par with last years figures, although the general trend for debt advice is still increasing.

July this year will at last see the implementation in full of the dreaded Universal Credits in the York area. This new benefit replaces all income based benefits, including Working and Child Tax Credits and has been gradually introduced to different areas of the country over the past two years. Up to now only single clients with no housing costs have been receiving this in York. In the benefit checks I have done showing a comparison to other current benefits, the overall situation seems to be a reduction of the amounts payable, with claimants going from current fortnightly or weekly payments to new monthly receipts. This is almost certainly going to cause many people considerable difficulty over the coming year and as an organisation, Citizens Advice are expecting an increase in requests for help and advice. With cutbacks to our funding, Citizens Advice York have had to cut its opening times to the public to just two sessions a week and it doesn't take much imagination to realise that we will

be hard pressed to provide the amount of help that will be requested. We are trying to secure additional funding to enable us to increase our hours again to previous levels, but as you can imagine we are in a long queue with other organisations, all trying to access the same reduced funding pots. On a positive note there are some new additional outreach services via GP surgeries and YDH as 'help where it's needed in the community' is considered an important way forward. With this in mind, I feel that demand for this outreach will increase and hopefully the Parish Council will still feel the service continues to support its residents and provides a good return for its investment. Despite the difficult times ahead please be assured of our commitment to provide the same level of service this outreach has always received, with the clients needs and requirements always being our top priority.

**RESOLVED** that the reports be noted.

**A17/10Date of the next Annual Parish meeting**

The date of the next annual parish meeting is to be confirmed at a later date.

**NB: These minutes are unconfirmed and subject to confirmation at the next Annual Parish Meeting.**