

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 13.05.14 in the Old School Community Hall, Wigginton.

A14/01 Present

Cllrs Vaughan, (Chair), Denton, Douglas, Firth, Fisher, Spence, Unsworth.
Also Present City of York Councillors I Cuthbertson and T Richardson, Cheryl Fisher CAB, Michael Haseltine WSPFA and Ms P Stokes a member of the public. Ms Sarah Tester, City of York Council Archives Department also joined the meeting.

A14/02 In Attendance

The Clerk,

A14/03 Apologies for absence

Cllrs Jeffery, Runciman, Wreglesworth, Mrs Pat Wilford and Mike Miller Haxby and Wigginton Youth and Community Association and PCSO A Smith.

A14/04 Report of Neighbourhood Policing Team

No representative of the North Yorkshire Police was present and therefore the Clerk read a crime statistics report previously supplied.

Arson and Criminal Damage	41
Burglary	37
Drug Offences	4
Misc. Crimes against Society	1
Public Order Offences	2
Sexual Offences	8
All other thefts	32
Bicycle theft	8
Shoplifting	18
Theft from the person	1
Vehicle offences	24
Violence against the person	40
TOTAL	216

A14/05 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 07.05.13.

RESOLVED that the minutes of the last meeting held on 07.05.13 be accepted as a true record.

The Chair signed the minutes.

A14/06 Matters arising from the Minutes of the Previous Meeting.

There were no matters arising

A14/07 Chairman's report

Cllr Peter Vaughan Chairman of the Parish Council presented his report.

“The past year has again been extremely busy and overall very successful. The Parish Council has held a total of 35 meetings being the full council, finance, planning, and environment. Additionally there have been a number of Joint Burial and Poor and Towns Land Charity meetings. We have also met separately with residents to deal with more personal issues. The Parish Office continues to be manned on a regular basis and although Tuesday is the official day it is more often than not manned at least three times per week.

The environment has been a serious focus for us during the year and it is particularly pleasing that the allotments are now fully let with a group of enthusiastic gardeners resulting in a much improved appearance. The downside to the allotments though is a large waiting list. We continue to keep the village looking nice through flower and bulb planting, grass cutting, hedge cutting and tree management. We are grateful to a number of residents who voluntarily litter pick on a regular basis – thank you to you all.

The Parish Council has continued as usual to support local good causes and organisations through the awarding of grants. These have varied from assisting Wigginton Grasshoppers FC to erect new dugouts to providing administrative support to Haxby Helpers. During the year we awarded a total of 13 grants. A further contribution was also made in support of a McMillian Nursing Fund Raising morning held in the Old School which was a huge success. The Old School itself has also continued to receive support in order that the upgrading could continue resulting in a fully restored village asset.

We have continued our support of the Citizens Advice Bureau and although the number of counselling sessions were somewhat reduced due to a serious injury to our Outreach Worker, they nevertheless provided a most important resource to the amenities such that the Parish Council has decided to fund additional sessions for 2014-15.

Financially we have prudently managed the Precept and after consultation with our auditor reduced the level of reserves held to approximately 50% of the annual precept. This action of course helped with our increased grant support.

We are grateful for the help and advice provided to the Parish Council by City of York officers, York Local Councils Association and other institutions. We are also pleased with the increased relationship with Haxby Town Council, in particular the Town Clerk and Deputy Town Clerk and thank them for the help received.

Finally, I would like to thank all Parish Councillors for their commitment during the year and look forward to another successful year ahead, bearing in mind the election year in 2015-16”.

A14/08 Reports from Parish Council Representative Outside Bodies

a) Wigginton Sports and Playing Fields Association

Michael Haseltine presented his verbal report

The main events in this financial year were:

1. The loss of one Affiliated Club (White Rose Triathletes), bringing the number of clubs in the Association down to five. Triathletes' affiliated membership had progressively declined, down to only twelve in 2012/3, and as they had not held any activities on the playing field for several years and were merely using their building as cheap storage, we asked them to leave. In vacating the building, they left it quite uninhabitable, involving us in significant unexpected costs to make it usable again.
2. However, total income from Affiliation Fees increased by 19% to £3,412, including a 14% increase in the rate per member, meaning that net membership numbers rose by 4%, despite losing the few Triathletes.

3. We greatly appreciate the generosity of the Parish Council in providing a grant that allowed us to demolish redundant (and dilapidated) buildings. Longer term, this will provide more space for parking, and avoid a potential liability for non-domestic rates bills.

The Association recorded a small operating loss (£142.89) in the financial year, but the residual costs of demolition and redevelopment (after allowing for grant aid) amounted to £744.10, so without this there would have been an operating surplus of £601.21. The end-of-year balance at 31st March 2014 was £2,214.84, 90% of which was in the bank.

b) The Old School Charity

The Clerk presented the Old School report

“The Old School Management Committee has witnessed another good year for hire of the facilities almost certainly attributable to the near completion of the renovation work undertaken over the past 3 years. The building is now fully heated including the kitchen, secondary glazing and insulation in the toilet block and kitchen are helping to reduce energy costs although the building itself is far from energy efficient due to the nature of its construction.

We are experiencing an increase in the number of young children’s groups using the facilities for dance, craft and sewing. Our original groups including Art, Kung Fu, Belly Dancing, En Point, Over 60’s and Square Dancing continue to support us but we have lost one significant customer in an adult sewing group, the organisers have acquired their own premises, however they have more or less been replaced by another craft group. Bookings are now held on every week day and most weekends.

The annual accounts have been audited and await acceptance at the next management committee meeting before being filed with the Charities Commission.

At the year end its funds stand at £ 4192.37”.

c) The Poor and Towns Land Charity

The Clerk presented the Poor and Towns land Charity report

“The Poor and Towns land Charity received no applications for grants during 2013-2014 and its income was limited to rent received from the Wigginton Sports and Playing Fields association.

The Annual accounts have been audited and approved by the trustees and are ready to be filed with the Charities Commission.

At the year end its funds stand at £ 3448.83”.

d) Haxby and Wigginton Youth & Community Association

There was no representative present and no report has been provided. Those present thought it appropriate for the Parish Council to make contact with the Association to discuss its format and how Parish Council representatives can be actively involved in the committee meetings. It was noted that there appears to be a trustees meeting on a regular basis but no management committee meeting to which the Parish Council representatives should be invited.

e) Haxby Joint Burial Committee

The Clerk presented the Joint Burial Committee report submitted by the Committee Chairman David Rice.

“This year the Joint Burial Committee has been made up of four councillors from Haxby Town Council, Mike Harrison, David Rice, Hannah Ridge and Neil Wyatt and four councillors from Wigginton Parish Council, Richard Denton, Paul Firth, John Jeffrey and Peter Vaughan. Mark Scott is the Clerk and Responsible Financial Officer to the Burial Committee, Jenny Bell acts as Deputy Clerk, both of whom work from the Haxby Town Council office in Haxby Memorial Hall.

The long term future needs of the Cemetery to attain more land for future expansion is being monitored as City of York progress any proposed expansion to the built up area of Haxby.

The grass cutting contract has been awarded to a different contractor on a three year contract subject to a satisfactory first year. The contractor came with references from New Earswick Parish Council and his bid was financially beneficial to the Burial Committee.

The garden area adjacent to the statue has had the shrubs removed and has had new turf laid making this area a lot tidier and easier to maintain.

Topple testing is carried out on a regular basis throughout the year to ensure that all headstones are secure, any that are in danger of falling are laid flat and re-fixed by a qualified stone mason.

Pest control is carried out on a regular basis to try and reduce the moles and rabbits which this area seems to be plagued with.

Charges for the purchase of grave spaces provided by the Joint Burial Committee were increased by 10% from 1st April 2014; this is to increase the reserves for any future capital work that may be required. Requests for non parishioners to be buried in the Haxby and Wigginton Cemetery are submitted to the Joint Burial Committee and decided on relating to their individual merit.

The budgeted forecast income for year ending 31st March 2015 is £22342.00 with a budgeted forecast expenditure of £11524.75

Up to and including 31st March 2014 there had been 40 Exclusive Rights of Burial signed, 54 Interments and 15 reserved graves. Plot 24 is the current plot for burials and plot 19 is for cremated remains, this plot is almost full”.

f) Churchfields Open Spaces Committee

Cllr Fisher presented the Churchfield Open Space report

“Over the past year there has been a change in personnel. The Chairman and Vice Chair have both stepped down but have remained on the committee. The new Chairman is Richard Denton and the Vice Chair is John Gates. There have been 7 new members and 2 Parish Council representatives which leaves 1 vacancy.

A 5 year plan is now in place giving a framework for the future administration of Churchfields.

The Dog Walk Field has had various work carried out regarding tree management and this will continue to be monitored. There is a memorial bench to Mrs Bennett which needed repair/replacing and George Crosbie obtained Ward Funding for the purchase and installation of a new bench made from low maintenance materials. John Gates has taken over from David Bennett in monitoring the state of the field and filling in the holes as required.

Willow Garth was in a serious state of neglect and after discussions with various different parties; the decision was that all the overgrown shrubs, poor trees, weeds and debris were removed. It is still work in progress with re seeding and hedge maintenance and possible bulb planting/re locating. This will then provide a further open space for the community to enjoy.

Finally the Play Area is monitored on a weekly basis and does have an annual RoSPA inspection and any repairs/remedial action is dealt with as soon as is practicable. Earlier in the year there were numerous complaints about bird fouling, which has now been rectified. As much of the play equipment has been in place since 1991 it is now coming to the end of its useful life. To address this a scheme is in place called "Play for All" the aim is to provide facilities for children regardless of ability or disability. The costs are ranging from £30,000 to £50,000, currently applications have gone out to 50 Grant providers with some success already.

The minutes of each meeting are passed on the Parish Council who kindly publishes them on their website".

g) Citizen Advice Bureau

Cheryl Fisher from Citizens Advice Bureau presented the Citizens Advice Bureau report.

"Good evening ladies and gentleman, thank you for inviting me to this evenings meeting.

For those who don't know me I'm Cheryl Fisher, I work for York CAB as an adviser and I have had the pleasure of running the Wigginton Outreach since it started in April 2012. This has been a once a month service, which has increased from this month to two sessions held on the 1st and 3rd Wednesdays. In addition to these, Haxby Town Council are also funding a separate session at Oaken Grove Community Centre which will be held on the 4th Tuesday starting this month. This will mean help is now easily accessible to everyone in the area 3 weeks out of every four.

It has been another successful year with good attendances and a wide range of enquiries. Unfortunately, due to an unscheduled accident, the February and March sessions had to be cancelled and I apologize for any upset this may have caused to anyone seeking help and to David for having to make the necessary explanations and apologies on my behalf.

Several major changes to the benefits system came into force during the past twelve months, including the introduction of the much published benefit cap and the restriction of Housing Benefit better known as the hated 'bedroom tax'. In addition to these, DLA has now been replaced by Personal Income Payments for new disability claimants, although it will take two years to transfer existing claimants over to the new benefit. It is more important than ever that clt's know their benefit entitlements and to this end every person seeking advice is offered a full benefit check and, if needed, helped to claim any unclaimed benefits that have been indentified.

Also amended in July 2013, were the fees payable for taking a case to an employment tribunal. It now costs in the region of £1200 for an individual to do this, which is beyond most employees, often at a time when they have just lost their major source of income.

If advice is sought early enough we can help a client to try and resolve a dispute and hopefully help them retain their position.

Although only 10 sessions have taken place since last April, we have actually seen the same number of clients as in the 11 sessions that were held in the previous year.

Again, 40 clients were seen, quite often with multiple issues.

In the 10 month period from April – Jan 2014 we identified and assisted with the claiming of £15,213.00 of previously unclaimed benefits. Help was also given to clients with debt problems totalling £73,314.00.

With the extra monthly session now available I am confident that we are well placed to significantly increase the number of residents we are able to help.

It just remains for me to thank the parish council for funding this important service for a further year”.

A14/09Date 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.