

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

DRAFT Minutes of the Meeting of the Parish Council held at 1900 on Tuesday 02.12.14 held in the John Jeffery Room at the Old School Community Hall, Wigginton.

14/106 Present

Cllrs Vaughan, Denton, Douglas, Firth, Fisher, Jeffery, Runciman (part only) Spence and Wreglesworth

Also present the Clerk, City of York Councillor T Richardson and one member of the public.

14/107 Apologies for absence

Cllr Unsworth, City of York Councillor I Cuthbertson, PCSO A Smith and Rev. Kathryn Jackson.

14/108 Declarations of interest

None

14/109 Report from the Neighbourhood Policing Team

The clerk informed members that although he has received PCSO Smiths apologies he has not received the monthly statistics.

RESOLVED that the matters be noted.

14/110 To receive Planning Applications

Cllr Firth having declared an interest in the planning application left the room during the discussion and decision making.

- a) a) 14/02376/FUL Rosevale Private Residential Home, 33, The Village, Wigginton, York. YO32 2PR.

Variation of condition 2 of application 08/01678/FUL to demolish and rebuild existing ground floor bedroom wing, erect first floor extension and enlarge window and door openings (overall massing to remain as original approve). Mr Stan Richardson.

RESOLVED that we have no objections.

- b) b) 14/02391/FUL 4, Middle Banks, Wigginton, York. YO32 2ZF. Single storey rear extension. Solomon.

RESOLVED that we have no objections

- c) 14/02598/FUL Creepy Crawlies, The Arena, Clifton Gate Business Park, Wigginton Road, Wigginton. Change of use from hairdressers to childcare facility. Mrs Janice Dunphy.

RESOLVED that we have no objections

14/111 Decision Notices.

None received.

14/112 Confirmation of Minutes of Parish Council meeting held on 04.11.14

Members agreed the minutes of the previous meetings held on 07.10.14 subject to a correction to Min 14/103a – The sum of money received from Co-Operative Group was £ 600.00 not £ 3000.00 as published.

The Chair signed the minutes.

RESOLVED that the minutes of the last meeting held on 07.10.14 be accepted as a true record.

14/113Matters arising from the Minutes of the Previous Parish Council Meeting.

- a) Hedge cutting Walmer Carr/Lancar Close
The Clerk reported that the matter has now been completed and that Persimmon Builders have settled the invoice for £ 240.00.
- b) Willow Tree at Village Pond
The Clerk informed members that he has received two quotations for remedial works advised by Waller Tree Consulting in the sums of £ 318.00 incl. of VAT and £ 560.00 plus VAT. Members accepted the lower quotation received from Yorkshire Tree Surgeons.
The Clerk also informed members that he has received a quotation in the sum of £ 215.00 for back filling of the pond at the rear of garden to No. 8 Westfield Grove. Members accepted the quotation.
- a) Citizens Advice Bureau
The clerk informed members that he has now received statistical information relating to CAB visits as follows:_
Of 28 callers 13 came from Wigginton, 7 from Haxby and 8 from other areas of York of which 2 worked in Wigginton and 1 has a daughter attending Haxby Primary School.
Members agreed to a further trial of the display banner be repositioned outside the Old School car park wall for a 3 month period. The clerk was asked to discuss this with the CAB outreach worker.
- b) Book Sale
The Clerk informed members that the book sale was a huge success and raised £ 348.40. This is shared equally between the Old School and Churchfield Open Space Committee. Surplus books have also been sold for £ 20.00 which has been donated to Churchfield Open Space Committee.
- c) Annual Carols Around the Tree
The Clerk informed members that the arrangements have been completed for the annual event to be held on Monday 15th December 2014.
It was also noted the Christmas tree and external lighting have been completed outside the Old School.
- d) Parking issues at Church Lane
Cllr Firth confirmed that he was actioning this matter.

RESOLVED that the matters be noted and actioned accordingly.

14/114To confirm receipt of notes and minutes of meetings held since 04.11.14

- a) Finance Committee meeting 20.11.14
- b) Haxby and Wigginton Cemetery Committee meeting 25.11.14

RESOLVED that the minutes of meetings be noted

14/115 To receive and decide upon the Finance Committees recommendations for the budget and precept for 2015-2016

Cllr Runciman explained to members that at the Finance Committee Meeting held on 20-11-14 the committee unanimously agreed to recommend the Parish Council the budget and precept as circulated and shown below.

The Chairman informed members that Cllr Unsworth has informed the Parish Council that he is opposed to an increase in the precept.

Cllr Runciman also explained that in order to maintain services provided the Finance Committee agreed that an increase in the precept and budget is necessary.

Income	2015-16	2014-15
Precept	49000	44000
s106 receipt		
Grass Cutting		
Allotments	600	600
Old School	600	480
Bank Interest	20	20
Rent receipts	100	90
From Reserves	0	6962
TOTAL OF ALL INCOME	50320	52152
Expenditure		
Administration & Management		
Audit Fees	1000	1000
Insurance fees	1950	1895
Room hire and rent	500	450
Postage	75	75
Land rental	20	20
Salaries	10950	8291
Gratuity	1650	220
NI/PAYE	400	2376
Stationery	275	250
Subscriptions	850	800
PC Equip/Teleph.	900	900
Travel	50	50
Training	150	175
Web-E mail	350	350
Total of administration & management	19120	16852
Ground maintenance		
Christmas festivities	600	700
Flowers and Pond	700	550
Grass cutting	6800	8700
Hedge cutting	1400	1200
Tree Care	2100	2000
Remembrance	50	100
Ground maintenance	650	500
Total of ground maintenance	12300	13750
Others		
C.A.B.	5250	5500
Contingency	1000	1000
Total of others	6250	6500
Grants		
Old School	2850	3750
Churchfields	3300	3300
Haxby and Wigginton Community Ctr.	3000	4500
To local organisations	3500	3500
Total of grants	12650	15050
TOAL OF ALL EXPENDITURE	50320	52152

RESOLVED that the precept be increased to £ 49000.00 for 2015-2016 and that the budget be accepted and implemented.

14/116 To receive an initial report on window problems at the Old School

The Clerk informed members that there are on-going problems with the windows installed in the Old School and that deterioration of timbers is causing problems including the ingress of water which is proving difficult to prevent.

The Chairman reminded members that the Old School has a significant value not only in monetary terms but also to the village and its preservation is essential. He proposed that the Parish Council should support the Old School with future funding but that the matter should now be discussed by the Old School Trustees and that quotations be obtained.

RESOLVED that the matter be discussed by the Trustees of The Old School and its decisions be reported back to the Parish Council.

14/117 To receive a report in respect of the grant payment to St Nicholas Church

The Clerk informed members that it has received a request from The Parochial Church Council of St Mary's Church in respect of a likely delay in carrying out repairs to the Church walls for which the Parish Council has made a grant payment of £ 400.00 during this financial year. The problem arises from difficulties they are experiencing in raising sufficient funds in the timescale available.

RESOLVED that the Parochial Church Council be informed that the grant may be carried forward to 2015-16, that they report quarterly on progress with fund raising and that they complete the work during 2015-16 financial year.

14/118 To receive confirmation of the 2014-15 year end audit

The Clerk informed members that the year-end internal audit will be carried out by Yorkshire Internal Audit services on Tuesday 14th April 2015.

RESOLVED that the matter be noted

14/119 Clerks Update Report

The Clerk reported on Parish Council business and on correspondence received and dealt with, the majority of which has previously been circulated to members. Additional items are:-

- a. YLCA have now confirmed salary increase for 2015-16 that have been agreed by NALC.
The increase so far as the Parish Council are concerned are:-
 1. a single non-consolidated payment of £ 100.00 to be paid pro rata in December 2014 (This equates to £ 59.46)
 2. an increase in hourly rate from £ 9.009 to £9.207 per hour effective January 1st 2015
 3. an increase in hourly rate from £ 9.207 to £ 9.551 per hour effective April 1st 2015
- b. Payments will be made by City of York for 2014-15 for grass cutting at last year's rate. The Clerk has also requested additional payments in relation to double taxation for repairs to seating, hedge cutting and tree maintenance in the additional sum of £ 1610.00. It is not certain that the additional sums claimed will be paid.
- c. Haxby and Wigginton Youth and Community association have notified the Parish Council of the decision of Mike Miller to stand down as Chairman and of changes to responsibilities. The Business Plan requested has not as yet been supplied.

- d. Notice has been received of the next Ward Committee meeting to be held on 10th December at Oaken Grove. Mince pies and drinks will be served. There will also be a raffle. Members of the Parish Council and the public are most welcome to attend.
- e. There have been a number of complaints/incidents reported at Churchfield Open Space which are being dealt with.

RESOLVED that the matters be noted and actioned accordingly.

14/120 Financial Report

The Clerk presented the management accounts and reconciliation for November 2014. The reconciliation is without current bank statements which are not yet to hand.

Bank Reconciliation

High Interest account Opening balance 01.04.14	£ 29891.57
Add interest received	<u>£11.19</u>
Balance 31.09.14	£ 29902.76

Current Account Opening balance 01.04.14	£ 9395.38
Less payments presented for 2013-14	£ -1276.04
Add receipts 2014-15	£ 46162.34
Less payments 2014-15 to 31.10.14	<u>£-33384.15</u>
Balance 31.10.14 (Without statement)	£ 20897.53

Balance of all accounts 31.10.14	
High Interest Account	£29902.76
Current Account	<u>£ 20897.53</u>
Balance 31.10.14	£ 50800.29
Less October un presented payments	£ -4846.76
Less November un presented payments	£-1865.38
Add un presented receipts	<u>£ 699.47</u>
Balance	£ 44787.62

November Payments for approval

11.11.14 100294	City of York Council	£ 20.00
30.11.14 100295	Waller Tree Consulting	£ 144.00
100296	Yorkshire Tree Surgeons	£696.00
100297	D W Geary WPC purchases	£ 42.99
100298	Old School Mgm. Comm	£76.50
100299	D W Geary salary	£687.26
100300	HMRC	<u>£ 198.63</u>
	TOTAL	£ 1865.38

RESOLVED that the Financial Report and Accounts be accepted and payments approved and that the grant payments be made.

14/121 Reports from outside bodies.

a) Churchfield Open Space Committee

Cllr Fisher reported that RSS Safety report established 7 upright poles on the swings which needed replacing, the work is being carried out w/c 01/12/14 by Playscheme at a cost of £ 758.00 plus VAT.

Playscheme are currently on site undertaking phase 1 of the upgrading scheme. The work is scheduled to be completed by w/e 07/12/14. The site is being re-visited in the spring by the contractor to re-inspect the work. 3 gate posts have also been replaced.

Cllr Denton also informed the members of an accident and of various incidents that have occurred during the first phase of the work. He is in touch with the contractor to ensure the work is carried out safely and that the public are not put at risk.

b) Wigginton Sports and Playingfields Association

Cllr Douglas said that everything was in order and there was nothing further to report.

c) Haxby and Wigginton Youth and Community Association

Cllr Fisher reported on matters at the Association, they have recently been awarded funding for outreach youth training which has resulted in the recruitment of an additional support worker. The Business Plan is still not to hand due to the illness of the report writer.

d) Haxby and Wigginton Cemetery Committee

Cllr Vaughan informed members that the next meeting of the Committee will be held on 20.12.15.

He also reported that the Committee are very concerned about the need for additional land and that the revised Local Plan will make provisions for additional open space to the north of Oaken Grove.

He provided the Clerk with revised signed agreements for the Cemetery Committee.

e) Environment Committee

Cllr Douglas reported that there has been no meeting.

f) Wigginton Old School

The Clerk distributed a mug on behalf of the Old School to members thanking them for their continued support.

A meeting will be arranged before Christmas to discuss the window project.

Haxby and Wigginton Ward Committee

Cllr Firth informed members that the next Residents Forum meeting will be held at Oaken Grove Community Centre on 10/12/14.

RESOLVED that the reports actioned and noted.

14/122Matters not requiring notice

None

14/123Date of the next Parish Council meeting

RESOLVED that the next meeting will be held on **Tuesday 6th January 2015** commencing at **1900**

NB These minutes are unconfirmed and subject to confirmation at the next meeting of the Parish Council.