

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 03.03.15 held in the John Jeffery Room at the Old School Community Hall, Wigginton.

14/163 Present

Cllrs Vaughan, Denton, Douglas, Firth, Fisher, Jeffery, Runciman, Spence
Also present City of York Cllr I Cuthbertson and the Clerk.

14/164 Apologies for absence

Cllr Unsworth

14/165 Declarations of interest

Cllr Vaughan declared an interest in the Allotment item raised in the Clerks report 14/175f below.

14/166 Report from the Neighbourhood Policing Team

The clerk gave a brief report on the crime statistics and current communications received as follows:-

Damage	4
Other	1
Theft	2
Theft from shop	1
Violence	1
Total	9 (14 in 2014)

The report stated that the damages related to a fence in Oaken Grove, a garage door in Barley View, outside storage area at the dentists and an ATM machine at Barclays Bank where a card reader was removed.

The clerk informed members that he has received a number of communications from North Yorkshire Police which include:-

- a) Invitation to meet with the Policing team at Athena House Police Office, Kettlestring Lane, Clifton Moor at 7pm on 16.03.15
- b) Information relating to a Community Speed Watch scheme across 50 sites in North Yorkshire.

RESOLVED that the matters be noted

14/167 To receive Planning Applications

- a) 14/02173/FUL. 12, Barley View, Wigginton, York YO32 2TY Erection of detached dwelling to side of 12, Barley View, with detached double garage and new vehicular access from Rye Close. Mr DLeeper.

The clerk informed members that notice has been received from City of York Planning Department of a proposal to amend the application as follows:-

Revised position/orientation of proposed house and addition of rear personnel door to garage (revised plans 14.36.03B, 14.30.04A and 14.36.05).

The application was previously discussed by members at the Parish Council meeting held on 07.10.14, Min 14/073 refers, on that occasion the members Resolved that they had no objections.

RESOLVED that we have no further comments to make.

14/168 Decision Notices.

None received

14/169 Confirmation of Minutes of Parish Council meeting held on 10.02.15

Members agreed the minutes of the previous meetings held on 10.02.15.

The Chair signed the minutes.

RESOLVED that the minutes of the last meeting held on 10.02.15 be accepted as a true record.

14/170 Matters arising from the Minutes of the Previous Parish Council Meeting.

a) Grants for Churches

The local churches have been informed of the grant policy. Both the Haxby and Wigginton Methodist and St Mary's Church have corresponded on this matter and point out that they run community events which they believe fall outside of our grant restrictions.

Members noted the comments which will be considered should the churches make grant applications in the future.

b) The dates for the Annual Parish and Annual Parish Council meetings

These have both been confirmed as Tuesday 19th May 2015.

RESOLVED that the matters be noted.

14/171 To confirm receipt of notes and minutes of meetings held since 13.01.15

a) The Old School Management Committee meeting 17.02.15

b) Environment Committee meeting 17.02.15

c) Haxby and Wigginton Youth and Community Association meeting held on 18.02.15

RESOLVED that the minutes of meetings be noted

14/172 To receive a report of the meeting held with Haxby and Wigginton Youth and Community Association on 18.02.15.

The Chairman informed members of a very constructive meeting attended together with Haxby Town Council, notes of which have been circulated to members together with a letter from the HWYCA Chairman with proposals for further and closer relationships between our organisations.

RESOLVED that the clerk draft a reply letter to the Chairman of HWYCA confirming broad acceptance and agreement to the proposals contained in his letter dated 27.02.15 and that the Grant payment for 2014-15 of £ 3000.00 be made.

14/173 To receive the grass cutting tenders for 2015-18 and to decide upon the successful contractor and the awarding of the contract.

The Clerk informed members that he has received tenders from three contractors.

The Tender prices are:-

Contractor 1 £ 750.00 per month, £ 5250.00 per annum (£ 15750.00 over the period of the contract)

Contractor 2 £ 1100.00 per month, £ 7700.00 per annum (£ 23100.00 over the period of the contract)

Contractor 3 £ 1238.00 per month, £ 8660.00 per annum (£ 25998.00 over the period of the contract)

Contractors 2 and 3 have previously undertaken the grass cutting on behalf of the Parish Council whilst contractor 1 is currently engaged in partial grass cutting for Haxby Town Council who have provided information on the effectiveness of his work.

RESOLVED that the contract be awarded to Contractor No. 1 Mr A Hill for one year with a further 2 year option.

14/174 To receive a report in respect of replacement windows for the Old School building, to decide upon funding arrangements and to confirm the awarding of the supply/install contract.

The Clerk informed members that quotations have been received from three contractors for the supply and installation of replacement of upvc windows. The quotations received are as follows:-

Contractor 1/1a to supply all windows and be installed by a third party contractor £ 7631.42

Contractor 2 to supply and install all windows £ 8370.00

Contractor 3 to supply and install all windows £ 10600.39

RESOLVED that the contract be given to contractor 2 Huntington Windows and Design in the total sum of £ 8370.00.

14/175 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. Post Office's proposed move to new premises.

The clerk informed members that there are proposals to relocate the Post Office 200 metres further along The Village into the McColl's Retail Group premises at 19, The Village. There is a public consultation period of 6 weeks ending 09.04.15. The move if confirmed would take in June/July 2015.

RESOLVED that the clerk draft a letter to the Post Office outlining the Parish Council's concerns in respect of parking, disabled access to the premises and serving positions.

- b. Installation of Green Polytunnel on Allotment 4B

Cllr Vaughan having declared an interest took no part in the discussion or decision making.

The clerk informed members that he has received a request from allotment holder 4B to erect a polytunnel 3m x 2m x 1.9m high to the rear of the site.

RESOLVED that the Parish Council has no objections to the erection of the poly tunnel of the dimensions given.

- c. 2015 Elections

The clerk informed members that he will be attending a Clerks meeting with Andrew Flecknor, The Deputy Returning Officer, on March 5th for a briefing of Election procedures for Parish Councillors.

- d. Delegated responsibility for minor planning matters

YLCA have informed member councils that Harden Parish Council is considering delegating some minor planning application decisions to its clerk (this is fine as there is a legislative power to do so). They are keen to hear from other councils.

- e. Litter picking weekend

Notice has been received of a litter picking activity to be held during the weekend 27th to 29th March 2015.

- f. Water Supply to allotment No.2

The clerk has written to allotment holder no2 regarding a metered water supply to his allotment which the Old School is currently being charged for.

RESOLVED that in the absence of any reply from the allotment holder that clerk to arrange for the termination of the water supply.

- g. A report has been received from Citizens Advice Bureau for the October – December 2014 period. This reports another disappointing number of callers (although they expect an increase now that the banner has been displayed again). 15 queries were dealt with and clients were assisted with claiming £ 7529.60 of previously unclaimed benefits and also advised on debts amounting to £ 47000.00.

- h. A quotation has been obtained for the forthcoming hedge cutting seasons in the sum £ 1200.00 plus vat. (this is as priced in 2014).

RESOLVED that the clerk obtain further quotations for the hedge cutting.

RESOLVED that the matters be noted and actioned accordingly.

14/176 Financial Report

The Clerk presented the management accounts and reconciliation for February 2015. 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 to 31.01.15	<u>£15.43</u>
Balance 31.09.14	£ 29907.00

Current Account Opening balance 01.04.14	£ 9395.38
Less payments presented for 2013-14	£ -1276.04
Add receipts 2014-15	£ 47189.81
Less payments 2014-15 to 28.02.15	<u>£-42126.41</u>
Balance 28.02.15 (Without statement)	£ 13182.74

Balance of all accounts 28.02.15	
High Interest Account	£29907.00
Current Account	<u>£ 13182.74</u>
Balance 28.02.15	£ 43089.74
Less January un presented payments	£-1905.90
Less February un presented payments	£- 942.35
Add un presented receipts	<u>£ 530.51</u>
Balance	£40772.00

February Payments for approval

28.02.15100318	HMRC		£ 205.03
100319	DW Geary	£ 702.33	
100320	DW Geary (parish purchases)		<u>£ 34.99</u>
	TOTAL		£ 942.35

RESOLVED that the Financial Report and Accounts be accepted and payments approved and that the grant payment be made to Haxby and Wigginton Youth and Community Association.

14/177 Reports from outside bodies.

a) Churchfield Open Space Committee

Cllr Fisher reported that grants of £500 have been received from the Joseph Rowntree Foundation, £50.00 from Asda Community Life and that £10.00 per week is collected through donations in the Village Shop.

There are 4 outstanding applications awaiting a decision.

20 new applications will be going out this week.

Tesco have granted permission to have a bucket collection in the store, the probable date is 22nd March 2015.

To complete phases 2/3 the required amount is £26,500, the funds raised to date are £10,500.

The Ward Committee have granted £778.00 to link the new path to Church Lane, this work is due to commence before the official opening (11am 29th April 2015).

A letter was sent to CYC regarding the refuse lorry using Willow Garth to turn the vehicle, thus churning up the newly seeded area. A reply has not yet been received.

The accounts have been audited and forwarded to the Parish Clerk.

The quarterly RSS inspection has been carried out and there are no problems to report.

There are now 10 bird boxes in Willow Garth .

Finally the application for funding from Haxby & Wigginton Scarecrow Festival has been accepted plus the offer of a stand to display details of the initiative.

b) Wigginton Sports and Playingfields Association

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

c) Haxby and Wigginton Youth and Community Association

Other than reported above in min 14/172 there is no further report.

d) Haxby and Wigginton Cemetery Committee

The next meeting of the Committee will be held on 15.03.15

e) Environment Committee

The Clerk informed members that there is nothing further to report.

f) Wigginton Old School

The Clerk informed members that a meeting is to be arranged for 30.04.2015. This will be the Annual General Meeting.

g) Haxby and Wigginton Ward Committee

The next meeting will be a Ward Residents Forum meeting on 04.03.15 at Ralph Butterfield School.

RESOLVED that the reports actioned and noted.

14/178 Matters not requiring notice

a) Road markings/lining

Cllr Spence asked if any progress has been made in respect of white line road markings at Churchfields. Cllr Firth informed members that the matter is now in the hands of the Highways Department and work will probably be carried out during the coming financial year.

b) Westfield Grove

The clerk informed members that he has received an enquiry from a resident in Butters Close whose property borders the land in the corner of Westfield Grove. A self-seeded tree on the Westfield Grove land is now causing damage to his perimeter fencing and he has asked if the tree could be removed.

RESOLVED that the clerk obtains quotations for removal of the tree.

14/179 Date of the next Parish Council meeting

RESOLVED that the next meeting will be held on **Tuesday 7th April 2015** commencing at **1900**

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