

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

14/180 Present

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

14/181 Apologies for absence

Cllr Firth and Unsworth and City of York Councillor T Richardson

14/182 Declarations of interest

None

14/183 Report from the Neighbourhood Policing Team

The clerk presented figures supplied by North Yorkshire Police as no representative was present.

Damage	2
Theft	3
Violence	3
Total	8 compared to 2014 when 16 incidents were reported.

RESOLVED that the matters be noted

14/184 To receive Planning Applications

- a) 15/00449/FUL Os Field 0005, Sutton Road, Wigginton, York.
Erection of 1 no, detached two storey dwelling to replace existing prefabricated dwelling (resubmission) Mr N Jagger.

RESOLVED We do not object but wish to make comments or seek safeguards as follows:-

Due to the serious increase in development of businesses situated on the B 1363 Wigginton Road and the increased traffic resulting from them it is essential that road safety is given consideration to ensure no additional accident potential is created. We further seek to have the application called in and have asked Cllr I Cuthbertson to do so.

- b) 15/00501/FUL Wigginton Road Nurseries, Wigginton Road, Wigginton, York YO32 2RH. Erection of storage shed and ancillary offices following removal of existing greenhouses. Mr J Pulleyn.

RESOLVED We do not object but wish to make comments or seek safeguards as follows:-

Due to the serious increase in development of businesses situated on the B 1363 Wigginton Road and the increased traffic resulting from them it is essential that road safety is given consideration to ensure no additional accident potential is created. We further seek to have the application called in and have asked Cllr I Cuthbertson to do so.

- c) 15/00515/FUL Bron Y Garth, 14, The Chestnuts, Wigginton, York YO32 2TS. Single storey side extension. Mr A Ashton.

RESOLVED that we have no objections.

- d) 15/00375/FUL Accommodation Block, Wigginton Road, Wigginton, York. Use of part ground floor as a nail salon (use class A1) (retrospective). Mr J Pulleyn.

RESOLVED We do not object but wish to make comments or seek safeguards as follows:-

Due to the serious increase in development of businesses situated on the B 1363 Wigginton Road and the increased traffic resulting from them it is essential that road safety is given consideration to ensure no additional accident potential is created. We further seek to have the application called in and have asked Cllr I Cuthbertson to do so.

- e) 15/00513/FUL 181, Greenshaw Drive, York YO32 2SD. Single storey rear extension and erection of boundary wall to front & side. Mr and Mrs D Brewer.

RESOLVED that we have no objections

- f) 15/00588/FUL 2, Home Farm Cottages, Wigginton, York YO32 2RD. Boundary extension to rear garden. Mr B Roberts.

RESOLVED that we have no objections

14/185 Decision Notices.

- a) a)15/00162/FUL 38, Windsor Drive, Wigginton, York YO32 2QQ. Erection of front porch. Mr N Norman.

APPROVED.

- b) 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 D Leeper.

APPROVED.

- c) 14/02808/FUL Lesley Morrison, Chiropodist, 27B, Mill Lane, Wigginton, York YO32 2PU. Two storey side and rear extension including increase in the ridge height of existing building to create additional treatment rooms. Mrs L Peatfield.

WITHDRAWN

14/186 Confirmation of Minutes of Parish Council meeting held on 03.03.15

Members agreed the minutes of the previous meetings held on 03.03.15

The Chair signed the minutes.

RESOLVED that the minutes of the last meeting held on 03.03.15 be accepted as a true record.

14/187 Matters arising from the Minutes of the Previous Parish Council Meeting.

- a) Haxby & Wigginton Youth & Community Association
The Clerk informed members that the 2014 grant payment has been made and acknowledged.
- b) Grass Cutting Contract
The Clerk informed members that the Grass Cutting contract has been confirmed to A Hill and work commenced with the grass cutting on 07.04.15.
- c) Old School replacement windows
The clerk informed members that the contractor, Huntington Windows and Design, have been advised that they are the selected contractor. Installation will commence on 13.04.15
- d) Haxby Post Office

The clerk informed members that he has corresponded with the Post Office expressing members' views. A reply has been received and extracts were read out during the discussion.

e) Installation of polytunnel at allotment no.4B

The clerk informed members that the allotment holder has been advised that we have no objections to the erection of the polytunnel.

f) Water supply allotment no. 2

The Clerk informed members that he has received a reply from the allotment holder offering to pay £ 25.00 per annum for the supply.

RESOLVED that the matter be decided upon by the Old School Management Committee.

A request was also received from the allotment holder to erect a small shed to the rear of the existing polytunnel.

RESOLVED that the request be approved.

g) Breach of allotment tenancy allotment 9A

The clerk confirmed that the matter has been satisfactorily resolved. However it has been brought to the Parish Councils notice that there is also a tree stump on the footpath which needs to be removed. The clerk informed members that he has received two quotations for the removal of the stump.

RESOLVED that Westfield Fencing be asked to remove the tree stump.

h) Hedge Cutting

The clerk informed members that he is in the process of obtaining a quotation from a second contractor.

i) Westfield Grove

The clerk informed members that he has obtained two quotations for the removal of the tree.

RESOLVED that Westfield Fencing be asked to remove the tree.

RESOLVED that all other matters arising be noted.

14/188 To confirm receipt of notes and minutes of meetings held since 03.03.15

a) The Cemetery Committee 19.03.15

RESOLVED that the minutes of meeting be noted

14/189 To receive a report in respect of Neighbourhood Planning

The clerk informed members of a briefing session he attended on Neighbourhood Planning at Earswick on 30.03.15.

Neighbourhood Planning is optional but does have the effect of setting out the Parish,'s needs and as such must be considered when C of Y are dealing with the local plan. The NP is community based and must have the support of the community of Wigginton and cannot just be a Parish Council view. Until 2013 there were virtually no NP's now there are about 1300 NP's in various stages of completion or awaiting confirmation. 70 NP's are actually in place. Nationally all parties are in support of NP's and there is funding available to prepare them. The preparation of a NP can take something like 18 months and costs £ 14000.00 on average (this does not include the time of the clerk or members) to produce. The completed NP would require the support and agreement of the local community. They are effective, Eric Pickles recently overturned a planning decision and Planning Inspector because a decision to build 111 houses in Leicestershire conflicted with an adopted NP, so they could be beneficial in our neighbourhood bearing in mind the contents of the last Local Plan and how it would impact on Haxby and Wigginton.

It would not be possible for us to produce a NP without the support of planning consultants. Also it might be in our interests to consult with Haxby TC although it was agreed that Wigginton should have its own NP.

An NP is about a community, shops, travel, environment, wildlife, parks, play areas, work as well as homes and about identifying community assets and protection for future generations.

Locally Poppleton are at the referendum stage with their NP. Before an NP can be implemented it must be approved and once it is it must be accepted by C of Y. NP's will help in the future in regards to planning and development. This is good as Planning Committees are very pro-development.

RESOLVED that the matter be discussed further at the next Parish Council meeting the first of the new council.

14/190 To receive a report in respect of the Old School roof

The Clerk informed members that he has received a report of an inspection carried out on the Old School roof. Although the report highlights a number of actions the condition of the roof is generally good and no major attention is anticipated in the next ten years.

RESOLVED that the matter be referred back to the Old School Management Committee to discuss and agree a plan of action.

14/191 To receive a report in respect of accounts & audit arrangements for the Joint Cemetery Committee

The clerk informed members that he has received a report from Haxby Town Council in respect of future audit arrangements. In future the accounts will not be subject to audit by auditors appointed by the Audit Commission and local arrangements will apply.

RESOLVED that the matter be noted.

14/192 Churchfield Open Space official opening of the upgraded play area

Cllr Denton informed members that the play area will be officially opened by the Lord Mayor Cllr Ian Gillies and The Sheriff Mr John Kenny at 11am on 29.04.15. It is hoped that all Parish Councillors will attend to support the occasion.

14/193 To receive confirmation of HSBC Bank in Haxby

The Clerk informed members that he has received correspondence from HSBC Bank advising of its closure at 2pm on 12.06.15.

RESOLVED that a letter be sent to HSBC Bank expressing our concerns at its closure.

14/194 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. The Pensions Regulator.

The clerk informed members that he has received notice from the Pensions regulator that every employer with at least one member of staff must enrol those eligible into a workplace pension scheme. The Regulator has indicated that we are responsible for implementing these new legal duties and that we nominate a contact by 30.04.15.

b. Double Taxation

The clerk informed members that he now understands that there will be no additional payments to the Parish Council for the financial year 2014-15.

c. 2015 Elections

The clerk informed members that we have submitted ten nominations for the 7th May elections. If there are no additional nominations there will be no requirement for an election. He confirmed that Cllr Bob Unsworth will be standing down. The clerk also reported that he has received considerable help from City of York Electoral Services Manager Andrew Flecknor and team in respect of the nomination process.

RESOLVED that letters of thanks be sent to Cllr Bob Unsworth thanking him for his past services and to Andrew Flecknor and team for their help and support.

d. Financial Controls

Advice has recently been received from YLCA and circulated to members in respect of Internal Financial Controls. The Parish Council have these in place but members agreed to review them and for a small number of members to be nominated to carry out an internal control exercise.

RESOLVED that a Financial Controls Exercise be carried out and all other matters be noted.

14/195 Financial Report

The Clerk presented the management accounts and reconciliation for March 2015 year end. 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	£18.14
Balance 31.03.15.	£ 29909.71

Current Account Opening balance 01.04.14	£ 9395.38
Less payments presented for 2013-14	£ -1276.04
Add receipts 2014-15	£ 50265.54
Less payments 2014-15	£-48042.66
Balance 31.03.15 (Without statement)	£ 10342.22

Balance of all accounts 31.03.15

High Interest Account	£29909.71
Current Account	£ <u>10342.22</u>
Balance 31.03.15	£ 40251.93
Less March un-presented payments	£-3520.60
Balance 31.03.15	£ 36731.33

March Payments for approval

03.03.15 100321	Old school management Comm.	£ 68.00
05.03.15 100322	Haxby & Wigginton Youth £ 3000.00	
09.03.15 100323	Citizens advice Bureau	£ 2611.00
31.03.1 100324	HMRC	£ 205.03
100325	DW Geary	£702.33
	DW Geary (postage)	£ <u>2.24</u>

TOTAL £6588.60

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

14/196 Reports from outside bodies.

a) Churchfield Open Space Committee

Cllr Fisher reported that Churchfields now has a web site:

www.churchfieldwigginton.org.uk.

Work is due to start on 24 April to improve the access from Church Lane to the play area and the dog walking field, thanks to a grant from the Ward Committee.

Since the last Council Meeting there has been a bucket collection at Tesco Clifton Moor which raised a further £253.00 towards Phases 2/3 and also resulted in a Grant of £1,000 from the Deanne Gee Memorial Fund, making the total raised to date of £13,085, just £13,415 to go. There is still a steady flow of funds resulting from the collection box at Wigginton Village Store. A grant of £ 500.00 has also been received from Haxby Town Council.

Haxby and Wigginton Methodist Church are holding their 9th annual Scarecrow Festival over the May Day Bank holiday 2nd, 3rd and 4th May and Churchfields are one of their nominated charities this year, so please go along and support it.

Further fund raising in the coming months includes a car boot sale to be held after the 19th April. Also a stall at Wigginton School Fayre in June, in the form of a Bottle Tombola. All donations for the above welcome.

Lastly the official opening of the rejuvenated play area is to be held on 29th April, this is to be done by the Lord Mayor and the Sheriff of York and their Ladies, also in attendance will be children from Wigginton Primary School and Wonder Years.

b) Wigginton Sports and Playingfields Association

Cllrs Jeffery and Douglas reported that everything was in order and there was nothing further to report. Cllr Denton raised concerns in respect of car parking opposite the allotments bus terminus when there is a large attendance at the playing fields. There seems to be no controls in place and recently traffic could not flow due to this problem.

RESOLVED that the matter be raised with the Wigginton Playing Fields Association and Grasshoppers FC 82 who are recommended to contact North Yorkshire Police.

c) Haxby and Wigginton Youth and Community Association

Cllr Fisher reported that a quarterly report was forwarded to the Parish Clerk by Ellie Tillotson noting various statistics.

The Youth Theatre Group has a new leader and membership has fluctuated with some leaving and some new members joining.

The Ward Committee awarded a grant of £581 which has been used to purchase some portable lights and a PA system, (resulting in a saving of £250 per performance). With the equipment being portable there is the opportunity for more projects in the surrounding community.

As the structure has changed there is now a more pro-active approach to fund-raising, to enable more self-sufficiency.

There has been a set-back with the outreach project due to depletion of staff within the last month.

The Youth Club is catering for youngsters aged between 12 and 15. It is anticipated that after the Easter break to commence a "Go Create Project" with workshops to include aerobics, film making, T-shirt printing, dance, a climbing wall and sport. This is to be promoted in the local school, also online services and the Shine magazine.

Other than the Business Plan meeting held on 18.02.15 there is nothing further to report.

d) Haxby and Wigginton Cemetery Committee

The clerk informed members that the next meeting of the Committee will be held on 28.04.15

e) Environment Committee

Cllr Douglas informed members that no meeting has been held.

f)Wigginton Old School

The Clerk informed members that the Annual General meeting is to be held on 30.04.15.

g)Haxby and Wigginton Ward Committee

City of York Cllr I Cuthbertson advised members that no meetings will now take place until after the May elections.

RESOLVED that the reports be actioned and noted.

14/197Matters not requiring notice

None

14/198Date of the next Parish Council meeting

RESOLVED that the next meeting will be held on **Tuesday 19th May2015** commencing at 1900 hours. **This will be the Annual Parish Council Meeting preceded by the Annual Parish Meeting.**

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