

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 17th November 2015 in the John Jeffery Room at the Old School Community Hall, Wigginton.

15/093 Present

Cllrs Vaughan Chair, Cllrs Firth, Fisher, Runciman (part) and Wreglesworth.
Also present City of York Councillors I. Cuthbertson (part).

15/094 In Attendance

The Clerk.

15/095 Apologies for absence

Cllrs Denton, Gates and Spence

15/096 Declarations of interest

None

15/097 To receive crime statistics report from Neighbourhood Policing team

The clerk presented the figures for October 2015. He pointed that no incidents of anti-social behaviour have been reported in Wigginton.

Damage	1
Burglary	2
SMV	2
Violence	4
Fraud	1
Theft	5
Other	2
Total	17

RESOLVED that the crime statistics be noted.

15/098 To receive and discuss Planning Applications

15/02357/FUL 28, Helmsley Grove, Wigginton, York YO32 2QD. Conversion of garage into habitable room and pitched roof over existing flat roof. Mrs. Carol Barker

RESOLVED We have no objections.

15/02560/TPO 20, Mill Lane, Wigginton, York YO32 2PX. Crown lift to 3.5m above ground level Beech tree protected by Tree Preservation Order No.: 1970/68. Mrs Myra Brown

RESOLVED We have no objections.

15/099 To receive Planning Application Decision Notices

None received

15/100 Confirmation of Minutes of the Meeting held on 20.10.15

Members agreed the minutes of the previous meeting held on 20.10.15

RESOLVED that the minutes of the last meeting held on 20.10.15 be accepted as a true record.

The Chairman signed the minutes.

15/101 Matters arising from the Minutes of the Meeting held on 20.10.15

a) S 106 payments

1) In respect of 13/03286/FUL 18, The Village payment of £ 1172.00 should have been made into the Parish Council account and will be verified at month end on receipt of bank statements.

2) In respect of 22, Mill Lane 10/00750/OUT, an Officer of the City of York Council has informed the Clerk that the developer has been contacted and that payment will be made to City of York soon.

3) In respect of 2 Mill Lane a payment of £ 1224.00 is due to be paid to the Parish Council in due course.

4) In respect of 05/01805/FULMBelfry Court development a sum of £7689.00 has previously been paid by the developer to City of York Council this was used by Transport to erect a bus shelter in the village.

RESOLVED that the matters be noted and continue to be monitored and progressed accordingly.

b) Hedge cutting Sutton Road

The clerk informed members that the hedgerow has now been satisfactorily cut and placed on an annual programme by City of York Council.

RESOLVED that the matter be noted and monitored to ensure annual cutting is carried out by City of York Council.

c) Grant Payments 2015-2016

The Clerk informed members that all approved grant payments have now been made and Financial Agreements obtained.

A further grant application remains to be considered by the Finance Committee at its meeting on 24.11.15

RESOLVED that the matter be noted.

d) Parish Council Vacancy

The Clerk informed members that he has received two (2) applications for the vacancy and is awaiting advice from City of York Councils Electoral Services team.

RESOLVED that the matter be noted and progressed at a future meeting.

e) Neighbourhood Plan Questionnaire

The Chairman informed members that the recent survey has been completed and analysed by the Clerk. The results have been published and circulated to all members. It was agreed that the 15 residents who have shown an interest in joining the strategy group should be called to a briefing meeting in the very near future and that they should be furnished with a full copy of the report. The report should now be circulated to Haxby Town Council. A timetable will be agreed to forward a copy of the report to City of York Council, Local

organisations and churches and that the response figures only, will be uplifted to our web site. It was agreed that the web site will advise members of the public that a full copy can be obtained from the Clerk.

Haxby Town Council will be asked to forward to the Clerk for circulation to our members their draft terms of reference documents.

RESOLVED that the matter be noted and appropriate actions taken as soon as possible.

15/102 To receive minutes of meetings received since the last Parish Council meeting.

- a) Cemetery Committee
- b) Churchfield Open Space Committee
- c) The Old School Management Committee 13.11.15

15/103 To receive a residents request to plant a small tree on the grass verge outside no. 1 The Village.

The Clerk informed members that he has received a written request to plant a tree.

RESOLVED that the request is approved and that the appropriate City of York Officers be advised.

15/104 To confirm the arrangements for the Annual Carols Around the Tree Event

The clerk informed members that most of the arrangements have now been put in hand and that the programme has been completed ready for circulation. The event is confirmed for 14.12.15 commencing 1845 for 1900.

RESOLVED that the matter be noted and appropriate actions be taken.

15/105 To receive the quarterly report from Citizens Advice Bureau

The Clerk informed members that the July – September quarter report has been received. It is reported that £ 24,000.00 of debt problems and £ 1138.00 of unclaimed benefit were dealt with. There was a potential client who might have benefitted from the Poor and Towns land Charity however this person was from well outside the area and would not therefore have qualified.

The range of topics dealt with included:- Housing, Debt, Benefits, Employment, Consumer, Family/Personal, Immigration and Legal.

RESOLVED that the matter be noted.

15/106 To receive correspondence from Julian Sturdy MP.

The Clerk informed members that he has received a letter from Julian Sturdy MP (as have other Parish Clerks) relating to his involvement and actions relating to :- the Local Plan, Neighbourhood Plans, AED defibrillators and local business requests by a third party for support in providing them in the local community and of his discussions with City of York in respect of S 106 changes.

RESOLVED that the matter be noted.

15/107 To receive the clerks report on a residents request for help with tree cutting.

The Clerk informed members that he has had contact with a local resident requesting help to get City of York Council to carry out tree work on a Beech tree on Mill Lane.

RESOLVED that the resident be contacted to make a TPO planning application and that the Parish Council will offer some financial support towards the work.

15/108 Clerks Update Report

The Clerk informed members that:-

A resident on Mill Lane/Sutton Road has asked that the finger direction sign at the traffic lights be repainted. The matter was discussed by the Clerk with City of York Cllr Cuthbertson who has agreed to follow the matter up with City of York Council. All other matters have been forwarded to members as they have arisen.

RESOLVED that the matters be noted.

15/109 Financial Report

The clerk presented the Reconciliation and management accounts for September 2015.

Opening balance brought forward-current account	£10342.22
Opening balance brought forward- interest account	£ 29909.71
Less un-presented payments 2014-15	<u>-£ 3520.60</u>
Balance	£ 36731.33

Add receipts for 2015-16	£ 52001.89
Less payments to October 2015	<u>-£42025.43</u>
Balance	£ 46707.79

The following payments were approved

06.10.15	100380	BT	£ 93.80
31.10.15	100381	Andrew Hill	£ 912.00
	100382	Pinnacle Web Design	£ 385.00
	100383	Yorkshire Internal Audit Services	£ 300.00
	100384	Wigginton Over 60's	£ 400.00
	100385	Wigginton Table Tennis Club	£ 200.00
	100386	The Wonder Years	£ 534.00
	100387	Old School Management Com.	£2850.00
	100388	Haxby Helpers	£ 400.00
	100389	H & W Youth & Community A.	£3000.00
	100390	Churchfield Open Space Com.	£3300.00
	100391	HMRC	£ 214.36
	100392	D W Geary	£ 728.53
	100393	D W Geary	£ 12.48
	100394	BT	£ 74.40
	100395	Browns Nurseries	£ 168.41
	100396	Andrew Hill	<u>£1002.00</u>

Total **£14574.98**

RESOLVED that the Financial Report and Accounts be accepted, payments approved and acted upon accordingly.

15/110 To receive reports from outside bodies

a) Churchfield Open Space Committee

Cllr Fisher presented the Churchfield report:-

The rope has now been attached to the dragon swing, so phase 3 is complete.

The secretary has received numerous positive comments on the new equipment from the end users.

The regular weekly inspections are still taking place and ongoing maintenance/repairs are undertaken.

The Duke of York Community Initiative award ceremony which was to take place last month was cancelled at short notice, and is to be re-scheduled in the new year. However as the award has been granted it does mean that

when applying for grants it can be used as a positive endorsement with immediate effect.

The financial report submitted at last month's committee meeting showed the Business account balance £14,368.14, so half way to the target for phases 4 & 5 of £27,000.

b) Wigginton Sports and Playing Fields Association

No report has been received

c) Haxby and Wigginton Youth & Community Association

There was a recent meeting and it appears that the association is moving forward with its continued improvement and development plans.

d) Haxby & Wigginton Cemetery Committee

The next meeting of the committee will be held on Wednesday 13.01.16

e) Environment Committee

There was nothing to report.

f) Old School Management Committee

The Clerk informed members that the building improvements continue, carpeting has been completed to the John Jeffery Room although the fitters need to return to adjust the fire door. A new external fire exit/kitchen door has been ordered for fitting in December and the guttering will be replaced to the rear of the building this week. For 2016 proposals are being drawn up for a replacement kitchen.

g) Haxby & Wigginton Ward Committee

No information was available

RESOLVED that the reports be noted.

15/111 Date of the next Parish Council meeting

RESOLVED that the next meeting of the Parish Council will be held on **Tuesday 15th December 2015** commencing at **1900**.

The next Finance Committee meeting will be held on 24.11.15

15/112 Other Business not requiring Notice.

None

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