

**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 18.10.16 in the John Jeffery Room at the Old School Community Hall, Wigginton.

**16/087 Present**

Cllrs Firth-Chair, Denton, Finch, Fisher, Gates, Spence and Wreglesworth.

**16/088 In Attendance**

The Clerk

**16/089 Apologies for absence**

Cllr P Vaughan, Cllr J Jeffery

**16/090 Declarations of interest**

None

**16/091 To receive crime statistics report from Neighbourhood Policing Team**

The clerk informed members that he has received incident information only and a brief report of incidents of note from North Yorkshire Police for October. No crime trends were reported.

**RESOLVED** that the matter be noted.

**16/092 To receive and discuss Planning Applications received**

- a) 16/02486/HRN Field off Wigginton Road, York. YO32 2RH Hedge removal for installation of new 450 dia. ductile iron potable water main. Yorkshire Water Services.

**RESOLVED** that we have no objections

- b) 16/02373/LHE. Erection of single storey extension extending 5.5 metres beyond the rear wall of the original house, with a height to eaves of 2.6 metres and a total height of 2.6 metres. Mr John Richard Atkinson.

**RESOLVED** that we have no objections.

**16/093 To receive any Planning Application decision notices**

- a) 16/02073/FUL. Os Field 0005 Sutton Road, Wigginton, York. Construction of gated vehicle access following blocking up of existing access. Mr Nigel Jagger.

**APPROVED**

**RESOLVED** that the matter be noted.

### **16/094 Confirmation of Minutes of Previous Meeting held on 18.10.16**

Members agreed the minutes of the previous meeting held on 18.10.16

**RESOLVED** that the minutes of the last meeting held on 18.10.16 be accepted as a true record.

The Chairman signed the minutes.

### **16/095 Matters arising from the Minutes of the Previous Meeting.**

#### **a) Neighbourhood Plan Chairman's report**

The chairman informed members that there was nothing new to report and that the Neighbourhood Plan is evolving and a great deal of work is being done by the committee members.

**RESOLVED** that the matter be noted

#### **b) Staff pension Scheme**

The clerk informed members that the introduction of the scheme is progressing. A bank mandate is required after which the scheme should be ready. The clerk also informed members that Corville Financial Services have agreed to a revised lower charge of £ 400.00 excluding VAT.

**RESOLVED** that the matter be continued to a satisfactory conclusion.

#### **c) Grant Payments**

The clerk informed members that the agreed \$ 137 grant payments have been issued to applicants.

Section 106 grants are being processed.

**RESOLVED** that the matter be noted and progressed accordingly.

#### **d) Haxby & Wigginton Library**

The chairman informed members that a meeting planned for today has been cancelled and rearranged for 01.12.16.

**RESOLVED** that the matter be noted

#### **e) Office equipment**

The clerk informed members that the new equipment has been purchased and is in use.

**RESOLVED** that the matter be noted

#### **f) Telephone kiosk adoption**

The clerk informed members that a great deal of work has been carried out involving Community Heartbeat, BT and British Coatings Federation. A meeting has also taken place with a local resident who is very interested in the adoption idea.

Community Heartbeat have agreed to process an application and to provide advice and equipment at a cost of around £ 2000.00.

**RESOLVED** that the matter be noted and that Community Heartbeat be asked to process the application.

### **16/096 To receive minutes of meetings held since 18.10.16**

#### **a) Churchfield Open Space Committee 14.10.16**

**RESOLVED** that the minutes received be noted.

### **16/097 Clerks Update Report**

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

**a) Drainage.**

The Clerk informed members that the drainage projects have now been completed at a total cost of £ 6070.46. He has proposed that the total costs be allocated to our S 106 fund and that City of York Council officers be notified.

**RESOLVED** that the costs be allocated to S 106 funds and appropriate notification is made.

**b) Citizens advice Bureau quarterly report**

The Clerk informed members that he has received the CAB report for the period July to September. 18 queries were dealt with including- housing, debt, benefits, employment, family/personal and legal. £ 5747.95 of benefit was also identified.

**RESOLVED** that the report be noted.

**c) Carols around the tree**

The clerk informed members that the annual carols around the tree event is arranged for 12.12.16 at 7pm. As in previous years we will be supported by Wigginton Primary School swing stars, The Wonder Years and Shepherd Group Youth Brass band. The event will also be recorded by Vale radio.

A full programme will be completed in the next few days. The Christmas tree will be in place on 02.12.16

The clerk also asked members to consider the replacement of tree lights at a cost of £ 552.00.

**RESOLVED** that the matter be noted and appropriate action taken and that replacement tree lights be obtained at a cost of £ 522.00

**d) Half Year Audit**

The clerk informed members that the half year audit report has been received. He also confirmed that YLCA has given advise on Cemetary Committee accounts information for the Annual Return. This is the only matter that the auditor suggested be considered by the members.

**RESOLVED** that the matter be noted and the advice received will be acted on.

**e) Volunteer insurance**

The Clerk informed members that he has received advice from our insurers in respect of members and volunteers carrying out unpaid work for or on behalf of the Parish Council. This basically amounted to appropriate risk assessments being carried out and where necessary appropriate safety and other equipment being made available.

**RESOLVED** that the matter be noted

**f) Skipton Building Society**

The clerk informed members that the Skipton Building Society have requested confirmation from the Parish Council that it is eligible for the Financial Services Compensation Scheme. Signatories to the savings account are required to confirm this by completing a response document.

**RESOLVED** that the matter be noted and that the Response Document be signed and completed.

**g) Snow Wardens**

The clerk informed members that City of York Council are looking to residents who are able to give some time to clear snow when the next bad weather hits. They are providing training on 09.11.16 at

RawcliffeCountry Park Office at 1830 hours and on 03.12.16 at the Eco Depot, Hazel Court at 0930hourd.

**RESOLVED** that the matter be noted and a poster displayed.

### **16/098Financial Report**

The clerk presented the Reconciliation and Management Accounts for October2016. He informed members that the monthly check has been carried out.

Opening balance brought forward-current account	£37241.85
Opening balance brought forward- interest account	£ 29926.57
Less un-presented payments 2015-16	<u>-£ 942.89</u>
Balance	£ 66225.53

Add receipts for2016-17	£ 54271.85
Less paymentsfor 2016/17	-£ 39339.85
Balance	£ 81157.53

The following payments were approved

September	100479	Backhouse Environmental	£264.00
	100480	Haxby Town Council	£ 500.00
	100481	HMRC	£ 228.86
	100482	D W Geary	£ 762.64
	100483	Harpers Environmental	£ 1025.23
	100484	Yorkshire Internal Audit	£ 300.00
	100485	PC World/Barclaycard	£997.99
	100486	A Hill	£ 1092.00
		DD BT	<u>£ 88.85</u>
		<b>TOTAL</b>	<b>£ 5259.57</b>

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

### **16/099 To receive reports from representative bodies**

#### **a) Churchfield Open Space Committee**

#### **b) Wigginton Sports and Playing Fields Association**

The clerk informed members that no report was available however, he was able to inform members that a quotation has been received to move a metal fence which will provide additional carparking spaces.

#### **c) Haxby and Wigginton Youth & Community Association**

Cllr Finch informed members that there has been no meeting to report on.

#### **d) Cemetery Committee**

Cllr Firth informed members that the next meeting will be held on 06.12.16

#### **e) Environment Committee**

The clerk informed members that a committee meeting is to be arranged.**Wigginton Old School**

The clerk informed members that work has commenced on kitchen alterations.

The next trustees meeting will be held on 22.11.16

**f) Haxby and Wigginton Ward Committee**

Cllr Gates informed members that the next Ward Committee meeting will be held on 09.12.16 at the Haxby and Wigginton Methodist Church Hall.

**RESOLVED** that the reports be noted.

**16/100 Date of the next Parish Council meeting**

**RESOLVED** that the next meeting of the Parish Council will be held on **Tuesday 15<sup>th</sup> December 2016** commencing at **1900**. The next Finance meeting will be held on Tuesday 29<sup>th</sup> November at 1000 hours, this will be the budget meeting.

**16/101 Other Business not requiring Notice.**

None