

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 15th March 2016 in the John Jeffery Room at the Old School Community Hall, Wigginton.

15/165 Present

Cllrs Vaughan Chair, Denton, Finch, Firth, Fisher, Gates, Spence and Wreglesworth

15/166 In Attendance

Cllr I Cuthbertson (part), PCSO A Smith (part), Amanda Gaines City of York Council (part) and the Clerk.

15/167 Apologies for absence

Cllrs Jeffery and Runciman
City of York Councillor T Richardson

15/168 Declarations of interest

Cllr Denton declared an interest in resident's garden surface water issues.

15/169 Presentation by Amanda Gaines City of York Council

Prior to the meeting commencing Amanda Gaines, City of York Council Health and Welfare Officer, gave a short and informative presentation in respect of identifying health and welfare issues of the residents in the Haxby and Wigginton Ward area. This involves identifying the needs of the various age groups and of individual abilities. The team will be working closely with the Ward Committee and Parish Councils in the future with the ultimate aim of introducing improvements ensuring that where possible resident's quality of life can be improved.

She pointed out that although she is about to move into another roll her successor Fiona Barker (our newly appointed Ward Community Involvement Officer) will be picking up the challenge. She agreed to furnish the clerk with copies of the presentation. There followed a short question and answers session.

RESOLVED that Amanda be thanked for the time taken in visiting the Parish Council and that the matters raised will be noted, further it was agreed that the information should be passed to the Neighbourhood Plan strategy group.

15/170 To receive crime statistics report from Neighbourhood Policing team

PCSO Andy Smith presented the figures for February 2016

Anti-Social behaviour	1	14
Burglary		2
Theft		4
Auto-crime		1
Criminal Damage		4
Total		25

PCSO Smith gave details of activities in the ward and that discussions were taking place with the retail units in Haxby to review security and investigate the use of CCTV cameras.

RESOLVED that the crime statistics be noted.

15/171 To receive and discuss Planning Applications

- a) 16/0049/FUL. 8, Dealtry Avenue, Wigginton, York YO32 2FJ. First floor side extension. Mr R Playford.

RESOLVED that we have no objections

15/172 To receive Planning Application Decision Notices

- a) 16/ 00052/FUL. 4, Ascot Road, Wigginton, York YO32 2QE. Single storey rear extension (retrospective). Mr M Inch.

APPROVED

15/173 Confirmation of Minutes of the Meeting held on 16.02.16

Members agreed the minutes of the previous meeting held on 16.02.16

RESOLVED that the minutes of the last meeting held on 16.02.16 be accepted as a true record.

The Chairman signed the minutes.

15/174 Matters arising from the Minutes of the Meeting held on 16.02.16

a) Co-Option of Mrs Sandra Finch

Cllr Finch has been co-opted onto the parish council.
Members welcomed her to her first official meeting.

b) Solicitors meeting

Payment of £ 300.00 for disbursement was agreed with payment being made against letters rather than an invoice.

c) Emergency Plan

Members endorsed the Emergency Plan and volunteer's names will now be added to it. The Plan will be circulated to all parties concerned in due course.

d) Roof repairs to the Old School

The roof repairs are to be progressed in April and Jon Steel, Chartered Building Surveyor will assist in checking the work and work programme.

e) Betty's Seedlings programme.

The information has been passed to the Wonder Years.

f) Double Taxation

City of York Council have now confirmed that requests for double taxation payments have been agreed and will be made for this financial year. The amount was not specified. Members thanked the Clerk for his work and commitment in securing the double taxation re-payments.

g) Investment of Parish Council reserves

Arrangements are in hand to open an Investment easy access and without penalties account with the Skipton Building Society in mid-April. There will be four (4) signatories to the account including the Parish Clerk. Authorisation will require two (2) signatures in addition to the clerks. The initial amount to be invested was agreed at £ 20,000.00.

h) Internet banking

Arrangements are in hand to have internet banking with HSBC by mid-April. This facility will be for viewing the account only and no transactions will be possible.

15/175 To receive minutes of meetings held since the last Parish Council meeting.

- a) Wigginton Sports and Playing Fields association 23.02.16
b) Finance Committee 02.03.16
c) Neighbourhood Plan Strategy Group 09.03.16

d) Environment Committee 15.03.16

RESOLVED that the minutes having been previously circulated to members be noted.

15/176 Neighbourhood Plan

The Chairman informed members that a meeting of the group has been held and fully minuted and the 09.03.16 minutes now circulated to members. These will be posted on the Parish Councils website along with all other minutes.

RESOLVED that the matter be noted.

15/177 To receive a report from the Old School Management Committee regarding an Asbestos Survey.

The Clerk informed members that following a meeting with Jon Steel Chartered Building Surveyor it is proposed within the next few weeks to have an asbestos survey of the Old School carried out and to act on any recommendations received from an authorised and reputable service provider.

RESOLVED that the matter be noted and progressed by the Clerk.

15/178 2015-16 Grant Application

The Clerk informed members that a grant request has been received from Wigginton Sports and Playing Fields Association for support towards repairs to the car park. The Finance Committee reviewed the application at its meeting held on 02.03.16 and agreed to award £ 500.00.

RESOLVED that the award be made

15/179 Clerks Update Report

The Clerk informed members that the majority of correspondence has been forwarded to members during the month. Other matters include:-

a) Resident's concerns in respect of garden surface water at properties on Mill Lane

The clerk informed members that this matter has been fully discussed at the Environment meeting held on 15.03.16 and proposals are being drawn up with the help of Jim Cavanagh City of York Drainage Officer with a view to offering a satisfactory solution.

b) Proposed Arqiva Smart Metering tower

The clerk informed members that an approach to the Parish Council has been received from Daly International to erect a smart metering base station on the Wigginton Sports and Playing Fields.

RESOLVED that the clerk will investigate the proposal further with Daly International.

RESOLVED that the matters be noted and acted upon accordingly

15/180 Financial Report

a) Section 106

The clerk informed members that a Section 106 payment has been received in respect of the 10/00750/OUT & 14/000497/FUL, Mill Lane development in the sum of £ 23,766.00. This can be used as follows:-

Play space	42% of the sum
Amenity open space	24% of the sum
Sports pitches	34% of the sum

b) Section 137

The clerk informed members that the 2016-2017 Section 137 Expenditure Limit has been advised as £ 7.42.

c) Reconciliation

The Clerk presented the Reconciliation and management accounts for February 2016

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 to February 2016	£ 55142.52
Less payments to February 2016	<u>-£50879.83</u>
Balance at 29.02.16	£ 40994.02

The following payments were approved:-

16.02.16	100412	Crombie Wilkinson	£ 600.00
	100413P	Vaughan	£ 7.56
	100414	Staples	£ 44.05
29.02.16	100415	HMRC	£ 214.36
	100416	DW Geary	£ 728.53
	100417	OSMC	£ 20.00
	DD	BT Internet	<u>£ 76.80</u>

Total £1691.30

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

15/181 To receive reports from outside bodies

a) Churchfield Open Space Committee

Cllr Fisher informed members that there was little to report however the Green Flag inspection of the Churchfield Open Space will take place on Friday 15th April at 21300 hours.

b) Wigginton Sports and Playing Fields Association

Minutes for meeting held on 23.02.16 received and circulated.

c) Haxby and Wigginton Youth & Community Association

Cllr Fisher informed members that there has been no meeting.

d) Haxby & Wigginton Cemetery Committee

There was nothing to report

e) Environment Committee

Minutes of the meeting held on 15.03.16 have been circulated

Old School Management Committee

The Clerk informed members that there has been no meeting and other than as reported above in 15/176 there was nothing further to report

f) Haxby & Wigginton Ward Committee

Cllr Gates informed members that a Team meeting was planned for 05.04.16 and Ward Councillors have arranged a village's walk about on 14.04.16

RESOLVED that the reports be noted and actioned accordingly.

15/182 Date of the next Parish Council meeting

RESOLVED that the next meeting of the Parish Council will be held on **Tuesday 19th April 2016** commencing at **1900**. The next meeting of the Finance Committee will be held on 17.05.16

15/183 Other Business not requiring Notice.

None

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