

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

17/101 Present

Cllrs Vaughan-Chair, Denton, Finch, Firth, Fisher, Gates, Jeffery, Runciman and Spence

17/102 Also in Attendance

City of York Councillor Cuthbertson and the Clerk.

17/102 Apologies for absence

Cllr Wreglesworth

17/103 Declarations of interest

Cllrs Gates and Jeffery declared an interest in Minute 17/109

17/104 Chairman's comments

The Chairman informed the members that he has received an unsolicited e-mail from Mr D Sissons, Wonder Years Manager in respect of the hard work carried out by the Clerk for the benefit of the village and residents and of his dedication to his work. The report has been endorsed by the Head Teacher of Wigginton Primary School Mr P Laycock. The Chairman and members agreed and thanked the Clerk.

17/105 North Yorkshire Police report

The Clerk informed members that he has received the November Neighbourhood Policing Report for November which noted that there have been 6 incidents of note:

Anti-Social Behaviour	1
Burglary	1
Theft	4

RESOLVED that the report be noted

17/106 To receive and discuss Planning Applications received

- a) 17/01885/FUL 138, Greenshaw Drive, Wigginton, York YO32 2DG. Single storey rear extension (re-submission) Mrs Sharon Mann.

RESOLVED We have no objections

- b) 17/02713/FUL 14, Longcroft, Wigginton, York YO32 2DE Single storey rear extension. Mrs Helen Cooper.

RESOLVED We have no objections.

- c) 17/02883/FUL Brecks Farm, Wigginton Road, Wigginton, York YO32 2RH.

Erection of 2no. Holiday lodges following demolition of existing farm buildings and new access track. Mr & Mrs Guy Pulleyn.

RESOLVED We have no objections.

17/107 To receive any Planning Application decision notices

- d) 17/01876/FUL Mercer and Challis Nursery, Willow Lodge, Sutton Road, Wigginton, York. Erection of shed for sorting of waste and storage of plant and machinery following removal of existing polytunnels. Mr Nigel Jagger.

REFUSED

- e) 17/02307/FUL 62, Mill Lane, Wigginton, York YO32 2PY. Two storey side extension, single storey rear extension with balcony above and proposed canopy extension to front (part retrospective). Mr A Bumby.

REFUSED

- f) 17/02356/FUL 14, Saxford Way, Wigginton, York YO32 2PP. Erection of detached timber outbuilding to rear (revised scheme) (retrospective).

APPROVED

- g) 17//02383/FUL Jacobean Lodge, Plainville Lane, Wigginton, York YO32 2RG. Single storey side extension to form garage and store (resubmission). Mr Lee Underwood.

APPROVED

- h) 17/02606/TPO. 14, Lockey Croft, Wigginton, York YO32 2FP. Crown clean, thin by 20% and reduce Oak tree protected by Tree preservation Order no. 64/1984. Mr Michell Tough.

Part REFUSED/part Approved see notice

RESOLVED that the decision notices be noted.

17/108 Confirmation of Minutes of Previous Meetings held on 21.11.17 and 04.12.17

Members agreed the minutes of the previous meetings held on 21.11.17 and 04.12.17.

RESOLVED that the minutes of the last meetings held on 21.11.17 and 04.12.17 be accepted as a true record.

The Chairman signed the minutes.

17/109 Matters arising from the Minutes of the Previous Meeting held on 21.11.17.

a) Neighbourhood Plan Chairman's report

Cllr Firth informed members that the draft proposals are now available on Haxby Town Councils and the Parish Councils websites. A further meeting is planned for January.

RESOLVED that the matter be noted

b) Cemetery Committee Agreement

The Chairman informed members that the agreement has been signed and returned to Haxby Town Council.

RESOLVED that the matter be noted.

c) Tree removal

The Clerk informed members that the Parish Council has been informed by City of York Council that the 3 trees in Church Lane at its junction with St Nicholas Way are now to be felled. The matter was discussed at length and were advised by the Clerk that a TPO for request for tree listed as T1 is unlikely to be an option.

Reluctantly members agreed that there is little that can be done to protect the trees from felling.

RESOLVED that the matter be noted.

17/110 Matters arising from the Minutes of the Previous Meeting held on 04.11.17.

The Chairman informed members that the meeting agreed to a new lease between WPC and Wigginton Sports & Playing Field Association with a new term of 25 years.

A meeting was held between the parties on 11.12.17 and it was agreed that the matter would be referred back to the Parish Council with a view to extending the term. Further legal advice has been sort and it is now proposed that the term be extended to 30 years. This will not affect our security but will assist other member WSPFA member clubs who might in the future wish to apply for development funding.

RESOLVED that the WSPFA be advised that the new lease term will be 30 years and that our solicitor be advised to prepare a draft lease to reflect this.

Cllrs Gates and Jeffery took no part in the discussion or decision.

17/111 To Receive the annual budget for 2018-19 and approve the precept

Cllr Runciman informed members that the Finance Committee had discussed at length the budget for 2018-19. It is proposed that a) contingency sums and legal fees associated with the proposed new community pavilion will be sourced from our reserves, b) that the Clerks salary point will be raised to SCP 25 effective January 1st 2018 and that any NALC salary increases will be paid as advised by YLCA. The report and proposals have been circulated to members. The Finance Committee propose a precept for 2018-19 of £ 53686.00 an increase over 2017-18 of 3.08%.

RESOLVED that the Finance Committee proposals be accepted and that the precept for 2018-19 by £ 53686.00.

The Chairman and Clerk signed the Precept Notice.

17/112 To receive a grant request

The Clerk informed members that the Finance Committee received a grant request from Haxby & Wigginton Seniors Social Group for £ 150.00 towards provision of a new year's social celebration event. The committee has recommended approval.

RESOLVED that the \$137 grant request be approved.

17/113 To receive the Citizens Advice York report for September – November period 2017.

The Clerk informed members that Citizens Advice York have held 5 sessions during the report period and have seen 15 clients. They have dealt with a wide variety of enquiries including Employment 2

Benefits 5

Consumer 1

Debt 1

Relationship/Personal 6

Legal 1

Housing 3.

Members agreed that Citizens Advice York provide an excellent and essential service to the village. Cllr Runciman informed members that support for the continuation of 2 monthly session's is included in 2018-19 budget.

RESOLVED that the report be noted.

17/114 To confirm receipt of minutes of meetings received since 19.09.17

- a) Wigginton Sports and Playing Fields Association meeting 21.11.17
- b) Churchfield Open Space Committee 04.12.17
- c) Finance Committee 05.12.17
- d) Environment Committee 04.11.12
- e) Haxby and Wigginton Cemetery Committee 05.12.17
- f) Notes of WSPFA/WPC meeting 11.12.17

RESOLVED that the minutes received be noted.

17/115 Clerks Update Report

The Clerk reported Parish Council business and on correspondence received and dealt with the majority of which has previously been circulated. Other matters include:-

- a) Barley View

Virgin Media are about to start work in Barley View. They have been contacted by the Clerk and separately by City of York Councillor Cllr Cuthbertson to have due regard to the excellent environment that has been created by the residents and to reinstate the area as near perfect as they can.

- b) Web site upgrade

The Clerk informed members that the Parish Council has been advised that the website would benefit from an upgrade. The Finance Committee have considered this and included the costs in the 2018-19 budget.

- c) Traffic Regulation Order

The Clerk informed members that he has received notice from City of York Council in respect of proposals for Haxby and Wigginton which include:-

- a) Introduction of no waiting at any time restrictions at
 1. Ripley Grove both sides from the projected south-eastern kerb of Windsor drive south east for 12 metres.
 2. Windsor Drive on its south-east side, from the projected centreline of Ripley Grove north east for 15 metres and south west for 15 metres.
 3. The Village on its south side between a point 84 metres east of its junction with Westfield Lane (terminal point of existing No Waiting at any time restrictions) and the projected eastern property boundary line of 33b The Village.

RESOLVED that the matters be noted

17/116 Financial Report

The Reconciliation and Management Accounts for November 2017. The Clerk informed members that the monthly check has been carried out and that the half year Internal Audit report has been received from Yorkshire Internal Audit Services. The report raised no problems but discussed the reporting of the Cemetery Committee accounts (50% share) in the annual return.

Opening Balance brought forward- Skipton B. Socy.	£ 20082.74
Opening balance brought forward-current account	£13060.73
Opening balance brought forward- interest account	£ 29942.96
Less un-presented payments 2015-16	<u>-£ 991.50</u>
Balance brought forward 2016-2017	£ 62094.83
Add receipts for 2017-18	£ 61108.17
Less payments for 2017-18	<u>- £44740.27</u>
Balance	£ 78462.83

The following November 2017 payments were made and authorised

100593 City of York Council	£ 20.00
100594 Yorkshire Internal Audit Services	£ 320.00
100595 Local Link	£ 67.20
100596 A Hill	£ 1092.00
100597 T Coates	£ 144.00
100598 Brownes Nurseries	£ 101.49
100599 Office Outlet	£ 16.97
100600 Pinnacle Web Design	£65.00
100601 HMRC	£ 243.26
100602 D W Geary	£ 798.45
D W Geary	£ 8.02
D W Geary	£ 13.95
DD BT	<u>£ 100.67</u>
TOTAL	£ 2991.01

RESOLVED that the Financial Report be accepted and payments approved.

17/117 To receive reports from representative bodies

a) Churchfield Open Space Committee

It was reported that a new hydraulic controlled pedestrian gate has been fitted, a number of Copper Beech trees have been planted and new up-to date signage installed.

b) Wigginton Sports and Playing Fields Association

The next meeting of WSPFA will be held on 20th December 2017 to discuss the new lease proposal

c) Haxby and Wigginton Youth & Community Association

There was nothing to report

d) Cemetery Committee

The next meeting of the Cemetery Committee will be held on 6th February 2018.

e) Environment Committee

Nothing further to report other than in the December minutes.

f) The Old School

A meeting is arranged for January 9th 2018.

g) Haxby and Wigginton Ward Committee

A meeting was held on 12th December and was well attended.

RESOLVED that the reports be noted.

17/118 Date of the next Parish Council meeting

RESOLVED that the next meeting will be held on **Tuesday 16th January 2018** commencing at **1900**.

17/119 Other Business not requiring Notice.

The Clerk enquired if his salary and HMRC payments can be made by the Direct Debit/Standing Order systems.

RESOLVED that the Clerk will discuss this process with HSBC bank.

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