

**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 1930 on Tuesday 02/04/13 in The John Jeffery Room at the Old School Community Hall, Wigginton.

**12/156 Present**

Cllrs Vaughan (Chair), Denton, Douglas, Fisher, Jeffery, Runciman, Unsworth and Wreglesworth.

Also present Cllr I Cuthbertson City of York Council.

**12/157 In Attendance**

The Clerk,

**12/158 Apologies for absence**

Cllrs Firth and Spence

**12/159 Declarations of interest**

None

**12/160 Report of Neighbourhood Policing Team**

As no member of the Policing team was available the Clerk presented figures received via email.

The statistics provided for January are:-

Burglary dwelling	3
Burglary other	0
Criminal damage	0
Drugs offences	0
Fraud	0
Theft	4
TUMV	1
SMV	2
Violence (inc. dom vio)	0
Total	10

The figures represent a decrease of 58.3% over the same period from the previous year.

**RESOLVED** that the report be noted.

### **12/161 Confirmation of Minutes of Previous Meeting**

Members agreed the minutes of the previous meeting held on 05/03/13.

**RESOLVED** that the minutes of the last meeting held on 05/03/13 be accepted as a true record.

The Chairman signed the minutes.

### **12/162 Matters arising from the Minutes of the Previous Meeting.**

- a) The Chair welcomed Mrs Mary Fisher the newly elected member of the Parish Council and thanked Andrew Flecknor, City of York Electoral Services Manager, for his assistance in the election process.
- b) The Clerk reported that he had corresponded with the Parochial Church Council setting out the Parish Councils position and confirming that the Church yard grass cutting and hedge cutting to the top and highway sides will continue to be funded. In addition we include the Church yard in any future tree surveying when carried out, by the Parish Council.
- c) **RESOLVED** that the Clerk confirms to the Parochial Church Council that the funding for a skip will also be met by the Parish Council.
- d) The Clerk confirmed that Westfield Fencing have submitted a quotation for both clearing the dyke and erecting a fence on allotments 3a to 6b. He also informed members that he had received a drawing of the proposed sign Westfield Fencing wished to erect at the corner garden area of The Village/Westfield Lane.  
**RESOLVED** that the matter in respect of the dyke and fencing be passed to the Environment Committee for further consideration. The placing of the sign and design was agreed to.
- e) The Clerk reported that the highway repairs to Mill Lane have been completed. He further reported that the City of York Council have informed him that no rectification work will be carried out on the footpath at 58 The Village to prevent heavy vehicle from mounting the kerb and footpath.  
**RESOLVED** that copies of emails received in respect of 58, The Village be forwarded to Cllr I Cuthbertson of City of York Council together with details of Centrica CEO's name and address to be sent by the Chair for Cllr Cuthbertson to correspond with Centrica requiring appropriate action be taken as soon as possible.
- f) The Clerk reported that he has made no further progress with the Young Achievers award scheme but hoped that by the next meeting we will be in a position to move forward.
- g) The Clerk confirmed that the Tree Survey has been completed and that he has obtained quotations for the rectification work recommended at Churchfield and St Nicholas Church yard. These will be passed on as appropriate.  
**RESOLVED** that the matters be noted and actioned accordingly.

### **12/163 To receive minutes of meetings held in March**

The notes of the following meetings were confirmed by members as having been received:-

- 1) Joint meeting with Haxby Town Council held on 12.03.13
- 2) Extraordinary meeting of the Parish Council held on 20.03.13

3) Joint Burial Committee meeting held on 26.03.13.

**RESOLVED** that the Clerk raises with Haxby Town Council the matter relating to hourly rates (minute 284 4b). This rate was not advised to Wigginton Parish Council prior to being sent to the Joint Burial Committee.

In addition it was noted that the Joint Burial Committee revised bank mandate has not been returned for the Chair to correct.

### **12/164 Clerks Update Report**

The Clerk reported on the matters he has attended to on behalf of Parish Council. All appropriate correspondence received has been circulated to individual members. The Clerk reported that he has investigated options for the Churchfield Open Space's insurance and that Zurich Insurance have proposed that they amend the Parish Councils policy to incorporate the Churchfield Open Spaces. A revised quotation is awaited.

Members were informed that the Chair and Clerk will attend a Dementia Forward meeting arranged by Haxby and Wigginton Methodist Church on 16<sup>th</sup> April 2013. It is hoped to be able to discuss the Young Achievers Scheme after this meeting.

The Clerk also informed members that he had been asked to raise the possibility of a defibrillator being place outside the Old School for emergency use in the village.

**RESOLVED** that the request be passed to the Old School Board of Trustees to consider and report back to the Parish Council.

**RESOLVED** that the report be noted and appropriate actions be taken.

### **12/165 Financial Report**

#### **a) Accounts**

The Clerk presented the Management Accounts for the year to date (year end). The financial reconciliation was presented:-

Balance brought Forward 01.04.12	Current Account	13101.06
Balance brought forward High Interest Account		29523.05
Add total receipts		55019.52
Less total payments		<u>-51931.08</u>
Balance at 28.03.13		<u>45712.55</u>
Closing HSBC Current Account Balance 28.03.13		18430.01
Closing High Interest Account Balance 28.03.13		14535.36
Bond		15000.00
Add un-presented receipts		11.30
Add un-presented payments		<u>2264.12</u>
Balance at 28.03.13		<u>45712.55</u>

The following payments were approved:-

Information Commissions	35.00
BT Telephones	24.69
D W Geary Salary (March 2013)	636.08
HMRC NI/PAYE (March 2013)	182.61
Zurich Insurance	81.24
Waller Tree Consulting	528.00
OSMC	68.00

D W Geary ( Parish Council cash purchases )	44.00
Browns Nursery	40.00
Total	1639.62

The budget for 2013-14 was formally accepted with the proviso that the it will be reviewed as and when necessary to reflect changes that may occur.

**b) To confirm the Year end Internal Audit**

The Clerk informed members that the Internal Audit for the year end 2012-2013 will be undertaken on 23.04.13 by Yorkshire Internal Audit services.

**c) To confirm the appointment of Internal Auditors for 2013-2014.**

Members agreed to the reappointment of Yorkshire Internal Audit services for the year 2013-2014.

**RESOLVED** that the financial report be accepted and acted upon accordingly.

**12/166 To receive reports from associated and outside bodies**

**a)Churchfield Open Spaces**

Cllr Douglas reported that the recent meeting had been poorly attended and that the Chairman will be retiring at the year end. He also reported that they only have a temporary secretary and that efforts to recruit new committee members and a secretary have not been successful.

**RESOLVED** that the Chairman and Clerk arrange to meet with the Chair of the committee to discuss the future arrangements.

**b)Wigginton Sports and Playingfields Association**

Cllr Jeffery reported that there may be an approach made to the Parish Council for assistance to remove a redundant wooden building at the playing fields. This is currently being emptied and quotations obtained for is dismantling and removal.

**RESOLVED** that the matter be reviewed at the appropriate time.

**c)Haxby and Wigginton Youth and Community Association.**

Cllr Runciman reported that due to serious funding cut backs the association will be experiencing serious financial difficulties during the coming year. Haxby Town Council have agreed to financial support. Cllr Vaughan noted that the association assists greatly in the Haxby and Wigginton area and provides essential services to young people in both communities.

**RESOLVED** that the Parish Council provides funding of £ 3000.00 for the 2013-2014 financial year.

**d)Haxby and Wigginton Joint Burial Committee.**

Committee members reported on the recent meeting and as referred to in 12/163 above.

**e)Environment Group**

It was confirmed that a meeting will be arranged in the near future and include a street/allotment walkabout. Iain Dunn of City of York Council has informed the Clerk that he would like to attend the next meeting.

**RESOLVED** that a meeting will be arranged and Iain Dunn be invited to attend.

**f)Haxby and Wigginton Ward Committee**

City of York Council's Cllr Cuthbertson informed the meeting that the next meeting is to be held on Wednesday 3<sup>rd</sup> April at Oaken Grove. He expressed his regrets that the notice had been less than satisfactory and has taken the matter up with the appropriate department at City of York Council.

**12/167 To confirm the date of the next meeting**

It was confirmed that the next meeting will be the **Annual Parish Council Meeting** following the **Annual Parish Meeting** which commences at **1900 hours on Tuesday 7<sup>th</sup> May 2013** both to be held in the John Jeffery Room at the Old School, Wigginton.

**12/168 Other business not requiring notice.**

None.

**NB: These minutes are unconfirmed and subject to confirmation at the next parish Council meeting.**

