

**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 06/12/12 in The John Jeffery Room at the Old School Community Hall, Wigginton.

**12/090 Present**

Cllrs Vaughan (Chair), Denton, Douglas, Spence, Unsworth and Wreglesworth.

**12/091 In Attendance**

The Clerk,

One member of the public also attended to Minute 12/096/f.

**12/092 Apologies for absence**

Cllrs Firth, Jeffery and Runciman

**12/093 Declarations of interest**

None.

**12/094 Report of Neighbourhood Policing Team**

The Clerk reported that he had been advised that no member of the Policing team was available. He has corresponded with the Policing team about an attendance and has received an email from Sgt Donna Musgrove explaining the manning issues. Members asked if statistics could be made available for Wigginton alone. The Clerk reported that it was his intention to invite the newly elected Police Commissioner to meet the Parish Council.

The statistics provided for November are:-

Burglary dwelling	1
Burglary other	1
Criminal damage	3
Drugs offences	0
Fraud	2
Theft	3
TUMV	1
SMV	0
Violence (incl domestic)	3
Total	14

**RESOLVED** that the report be noted and that the Clerk contact North Yorkshire Police to ask for Wigginton statistics alone and to invite the Commissioner to meet with the Parish Council.

### **12/095 Confirmation of Minutes of Previous Meeting**

Members agreed the minutes of the previous meeting held on 06/11/12.

**RESOLVED** that the minutes of the last meeting held on 06/11/12 be accepted as a true record.

The Chairman signed the minutes.

### **12/096 Matters arising from the Minutes of the Previous Meeting.**

- a) The Clerk confirmed that minutes of all meetings are circulated to all members of the Parish Council. He also reported that minutes of all meetings held will be presented to the Parish Council full meeting with effect from this meeting.
- b) The Clerk reported that Mr Mark Scott has been appointed as the Town Clerk and responsible Financial Officer to Haxby Town Council and that from January 2013 will act as the Joint Burial Committee Clerk.
- c) The Clerk reported that the Carols Around The Tree arrangements have been completed, Cllr Runciman has prepared an order of service, Cllr Unsworth has agreed again to sponsor the event and members of the Shepherd Group Brass band will provide the music. We will be joined for the first time by children from Wonder Years.
- d) The Clerk reported that there is still a vacancy for a Councillor. He has received no applications having advertised the vacancy on the notice board and in Outlook. The vacancy will again appear in the January Outlook as part of the Council message.
- e) The Chairman reported that during Environment Committee walkabouts in future notes will be taken of any overhanging hedgerows obstructing footpaths and residents written to.
- f) The Chairman and Clerk reported on the informal meeting with the Parochial Church Council attended by the Chairman, Cllrs Runciman and Jeffrey and the Clerk. Notes of the meeting have been circulated to members. Further enquiries will be made to establish responsibilities. The Parish Council is currently waiting for the Parochial Church Council to advise on costs for work that they are seeking assistance for. The Parochial Church Council has been advised by the Chairman to take action on a potentially dangerous well in the Church yard and investigate their Public Liability Insurance cover.
- g) The Clerk's hours of work are now confirmed as 22 per month and will be subject to review at his annual appraisal which is currently being arranged by Cllr Runciman.

**RESOLVED** that the matters be noted and be actioned accordingly.

### **12/097 To receive minutes of meetings held in November**

The minutes of meetings held by :-

Planning Committee 06.11.12

Environment Committee 23.11.12

Joint Burial Committee 27.11.12

Finance Committee 30.11.12

were presented. They have been circulated to individual members and will be subject to review by the individual committees at their next meetings.

**RESOLVED** that the minutes be noted.

### 12/098 Clerks Update Report

The Clerk reported on the matters he has attended to on behalf of Parish Council. He attended a meeting with the Chairman at Haxby Town Council and acted as Clerk to the Joint Burial Committee meeting held in November. Various items of correspondence have been received and where necessary dealt with. He reported that he has dealt with a number of residents' complaints including the gritting of Windsor Drive.

**RESOLVED** that the report be noted.

### 12/099 Financial Report

The Clerk presented the Management Accounts for the year to date and bank account reconciliations.

Reconciliation at 30<sup>th</sup> November 2012

Balance brought forward 01.04.12 Current Account	£ 13101.06
Balance brought forward 01.04.12 Interest Account	£ 29523.05
Total receipts to 30.11.12	£ 50642.09
Less total payments to 30.11.12	<u>£-44154.75</u>
Balance	£ 49111.45

Closing balance of current account 30.11.12	£ 22005.45
Closing balance of interest account 30.09.12	£ 14532.77
Co-Operative Bond	£ 15000.00

Less un presented October payments (CAB)	£ -624.50
Less November payments	<u>£ -1802.27</u>
Balance	£ 49111.45

The following cheque payments were approved:-

31.11.12	D W Geary October salary	£ -636.08
31.11.12	HMRC	£ -182.61
31.11.12	Browns Nurseries	£ -98.94
31.11.12	BT Payment Services	£ -27.50
31.11.12	City of York Council	£ -20.00
31.11.12	Old School Mgt Comm.	£ -42.50
31.11.12	Grasshoppers FC	<u>£ -794.64</u>
	<b>Total</b>	<b>£-1802.27</b>

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

### 12/100 To confirm the Precept for 2013-2014

The Chairman informed members that at the Finance Committee meeting held on Friday 30<sup>th</sup> November 2012 it was agreed by a majority to recommend to the Parish Council that the Precept for 2013-2014 be set at £ 41200.00. The Precept proposal was discussed and agreed to.

**RESOLVED** that the Precept for 2013-2014 be set at £41200.00. The Clerk to advise City of York at the appropriate time.

## **12/101 Reports from Outside bodies**

### **a) Wigginton Old School Management Committee**

The Clerk reported that the next meeting of the Old School Board of Trustees will be held on 15<sup>th</sup> January 2013 at which the budget for 2013-14 will be set and a further works programme will be discussed. He also reported that bookings were beginning to increase.

### **b) Environment Group**

Cllr Douglas informed members that a letter is due to be sent to all allotment holders together with a brief questionnaire pointing out the committee's findings of a recent walkabout which revealed the poor state and condition of some of the allotments.

### **c) Churchfields Open Space**

Cllr Douglas reported that the next meeting is planned for 19.12.12

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

Councillor Douglas reported that the next meeting was planned for 10.12.12

### **e) Haxby and Wigginton Youth and Community Association**

No report received.

### **f) Haxby Joint Burial Committee**

Cllr Douglas reported that at the last meeting Burial Costs were reviewed and increased as detailed in the minutes of the Joint Burial Committee meeting held on 27.11.12. These will be notified in the Outlook and Haxby Town Crier magazine. The increases come into effect on 01.04.13.

### **g) Haxby and Wigginton Ward Committee.**

The next Ward Committee meeting is scheduled for 4<sup>th</sup> December 2012.  
**RESOLVED** that the reports be noted.

## **12/102 Date of the next Parish Council meeting**

**RESOLVED** that the next meeting of the Parish Council will be held on **Tuesday 8<sup>th</sup> January 2013** commencing at **1930**

## **12/103 Other Business not requiring Notice.**

None

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