

**Wigginton Parish Council**  
**The Old School Community Hall, Mill Lane, Wigginton,**  
**York YO32 2PU**

Minutes of the Meeting of the Parish Council held at 1930 on Tuesday 03/09/13 in the John Jeffery Room at the Old School Community Hall, Wigginton.

**13/052 Present**

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

**13/053 Apologies for absence**

Cllrs Firth and Jeffery

**13/054 Declarations of interest**

- a) Churchfields Grant application and Willow Garth proposal by Cllrs Denton, Fisher and Spence
- b) HWYCA grant application by Cllr Fisher
- c) Old School grant application by Cllrs Douglas, Vaughan and the Clerk
- d) Wigginton Grasshoppers FC 82 grant application by Cllr Douglas and the Clerk
- e) Wigginton Sports and Playing Fields Association grant application by Cllrs Douglas, Fisher and Spence
- f) Manor Garth by Cllr Vaughan

**13/055 Report from the Neighbourhood Policing Team**

The Clerk informed members that no report was available for the meeting and no representative is available to attend..

(As the report was received before the minutes were circulated the statistics are included below)

Burglary Dwelling	4
Burglary Other	4
Criminal Damage	4
Theft	4
TUMV	7
Sexual	1
TOTAL	24

The figures represent an increase on the previous year to date of 16.7% although they are down by 1.8% on August 2012.

**13/056 Confirmation of Minutes of Previous Meeting**

Members agreed the minutes of the previous meetings held on 02/07/13

**RESOLVED** that the minutes of the last meeting held on 02/07/13 be accepted as a true record.

The Chair signed the minutes.

### **13/057 Matters arising from the Minutes of the Previous Meeting.**

The Clerk reported that grant payments approved have now been paid to:-

- a) Haxby Helpers – towards telephone costs £ 200.00
- b) Haxby & Wigginton History Group – towards open days £ 102.00
- c) The Wonder Years towards storage solutions £ 500.00
- d) Flying Ducks Theatre- towards hall hire fees £ 200.00
- e) The Old School – towards upkeep and maintenance £ 2500.00

The Clerk also confirmed that he has received completed financial agreements from other grant applicants awaiting payments.

The following grant applications were considered by the Finance Committee at its meeting held on 3<sup>rd</sup> September and were further discussed and approved by members:-

- a) Wigginton Grasshoppers FC 82- towards construction of dugouts £ 2727.00
- b) Wigginton Sports and Playing Fields Association-towards deconstruction of building £ 7538.65
- c) St Nicholas Church-towards car park repairs £ 1000.00
- d) Wigginton Over 60's-towards annual activities £400.00
- e) Haxby and Wigginton Youth & Community Association -towards youth support funding £ 3000.00
- f) Churchfield Open Space Committee-towards annual running costs £ 3300.00

**RESOLVED** that the matters be noted and that the clerk continues to process payments approved by the Finance Committee at its meeting held on 3<sup>rd</sup> September 2013, with the exception of Wigginton Grasshoppers FC 82 to be paid on confirmation of planning approval and Wigginton Sports and Playing Fields Association on completion of deconstruction and after receipt of all necessary Public Liability Insurance documents. It was further **RESOLVED** that future grant applications involving planning permission will not be awarded until planning approval has been received and that such work planned by the grant applicants will not commence until such planning approval is received.

### **13/058 Confirmation of the receipt of minutes of meetings held since 04/06/13**

- a) Finance Committee 16/07/13
- b) Haxby and Wigginton Joint Burial Committee 30/07/13
- c) Churchfield Open Space 18/08/13
- d) Planning Committee 22/08/13
- e) Old School Board of Trustees 22/08/13

**RESOLVED** that the minutes be noted

### **13/059 Report on the Local Plan submission**

The Clerk confirmed that the Parish Councils Local Plan has been submitted to City of York Council.

He also reported that he has received copies of Haxby Town Councils, City of York Ward Councillors T Richardson's and the joint submission from City of York Ward Councillors I Cuthbertson and P Firth. The reports are available in the Clerk's office for inspection.

**RESOLVED** that the matter be noted.

### **13/060 Report from Churchfield Open Space Committee in respect of Willow Garth**

The Clerk reported that he has received a proposal from Churchfield Open Space Committee and held a number of meetings with the Secretary in respect of improved management of Willow Garth.

**RESOLVED** that the report be circulated to members and that the matter be discussed by the Environment Committee who will be asked to submit proposals to the Parish Council for full discussion at its next meeting.

### **13/061 Complaint in respect of Manor Garth**

The Clerk reported that he has received an emailed complaint in respect of fly tipping of builders waste to the rear of a property in Manor Garth. Cllr Firth has been involved in investigating the matter and it is understood that there has been a considerable improvement in clearing the materials.

**RESOLVED** that the complainant emails be forwarded to City of York Council for assistance in the absence of City of York Councillor P Firth and that the matter be monitored.

### **13/062 Complaint from local resident in respect of an incident at Churchfield Snicket.**

The Clerk reported that he has received an emailed complaint from a local resident in respect of an incident that occurred on the Churchfield Snicket involving the Parish Councils grass cutting contractor.

The contractor has been contacted and he has communicated direct with the complainant.

**RESOLVED** that the matter be passed to the Environment Committee for inclusion in the Willow Garth proposals in 13/060.

### **13/063 Report of Dangerous Dog Incident**

The Clerk reported on an incident that occurred on 4<sup>th</sup> August 2013 involving 2 dangerous dogs. The Incident was communicated to North Yorkshire Police who have visited the dog owners. It is understood that the dogs and owner have moved to Hampshire. The Clerk confirmed that he has asked North Yorkshire Police to inform them of the incident.

**RESOLVED** that the matter be noted. The Chairman thanked Cllr Wreglesworth for his assistance in dealing with the incident.

### **13/064 Community Garden**

Cllr Unsworth proposed that the Parish Council considers the creation of a Community garden in Wigginton.

**RESOLVED** that the matter be referred to the Environment Committee for consideration who will be asked to submit proposals to the Parish Council for discussion at its next meeting.

### **13/065 Proposed visit from Dacorum Borough Council**

The Clerk reported that he has received a request for a representative of Dacorum Borough Council to visit and attend a Parish Council meeting to find out about the workings of such.

**RESOLVED** that the visit is welcomed and that the Clerk will prepare a programme for the visit scheduled for 5<sup>th</sup> November 2013.

### 13/066 Clerks Update Report

The Clerk reported on Parish Council business and on correspondence received and dealt with, the majority of which has previously been circulated to members. He advised that:-

A report received from Citizens Advice Bureau indicated the value of the Parish Councils continued support.

During the past quarter unclaimed benefits of £ 4571.32 has been identified and 15 queries involving Housing, Debt, Benefits, Employment, Consumer and Family matters have been addressed.

The Clerk also reported that he has been dealing with a tree surgery related problem in the village together with City of York Council.

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

### 13/067 Financial Report

The Clerk presented the management accounts and reconciliation for August 2013. (No current bank statement available for August)

#### Reconciliation

Opening Balance 01.04.13	£ 45713.24
Add total receipts 2013-2014	£ 21807.34
Less total payments 2013-2014	<u>£-22125.92</u>
Balance	£ 45394.66

#### Bank Reconciliation

Opening balances as at 01.04.13	
Current account	£ 18430.01
High Interest account.	£ 14536.05
Investment Bond	£ 15000.00
Less 2012-13 payments presented	£ -2264.12
Add receipts 2012-13	£ 11.30
Add receipts 2013-2014	£ 21805.97
Add interest received 2013-2014	£ 1.37
Less payments presented 2013-2014	£-13982.23
Less un presented payments 2013-2014	<u>£ -8143.69</u>
Balance	£ 45394.66

The following cheque payments were approved

04.08.13	DP & KY Birdsall	£ 1008.00
31.08.13	Old School Mgt Committee	£ 42.50
31.08.13	City of York Council	£ 69.00
31.08.13	Sleightholm Landscapes	£ 729.18
31.08.13	Yorkshire Local Councils Assc.	£ 28.00
31.08.13	D W Geary	£ 673.87
31.08.13	HM Revenue & Customs	£ 196.17
31.08.13	Hare Decorators	£ 3355.20
31.08.13	M Bonney	<u>£ 30.00</u>
Total		£ -6131.92

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

**13/068 Reports from outside bodies.**

**a) Churchfield Open Space Committee**

Members noted a considerable improvement in communications since the present secretary took up post.

**b) Wigginton Sports and Playingfields Association**

Other than the deconstruction of a building at the sports field there is nothing to report.

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

The Association has submitted its annual report which will be used to assist the Parish Council at its 2014-15 budget meeting.

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

Minutes of the last meeting have been received.

**e) Environment Committee**

Cllr Douglas reported that there has been no meeting and it is hoped to arrange one for September 2013.

**f) Wigginton Old School**

The Clerk reported that a meeting of the Old School was held on 22.08.13 and minutes circulated. The principle alterations have now been completed and during September secondary glazing and fire retardant vertical blinds will be installed. The Chairman on behalf of the Parish Council greatly appreciates all the work (and paperwork) by the Clerk and Cllr Jeffery to bring the Old school to a splendid condition.

**g) Haxby and Wigginton Ward Committee**

City of York Cllr Cuthbertson informed the members that the next Ward Committee Team meeting is planned for October 2013.

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

**13/070 Date of the next Parish Council meeting**

**RESOLVED** that the next meeting of the Parish Council will be held on **Tuesday 1st October 2013** commencing at **1930**. Cllr Vaughan informed members that he would be unavailable for the meeting.

**13/071 Other Business not requiring Notice.**

a) Cllr Douglas asked if ownership of land in Windsor Drive with an electrical sub- station on it could be established.

b) Cllr Unsworth asked if the closing date for Young Achievers applications could be put back to the end of October 2013 due to the current lack of take up.

**RESOLVED** that the matters be actioned as far as is possible.

Signed.....Date.....