

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

Draft Minutes of the Annual Meeting of the Parish Council held at 1930 on Tuesday 07/05/13 in the John Jeffery Room at the Old School Community Hall, Wigginton.

13/001 Present

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

13/002 In Attendance

City of York Cllr T Richardson, Michael Hasteltine WSPFA and the Clerk.

13/003 Election of Chair and Vice Chair for 2012-2013

Cllrs P Vaughan Chair and I Douglas Vice Chair both indicated their willingness to stand for office again.

RESOLVED that Cllr Vaughan be re-elected Chair and that Cllr Douglas be re-elected Vice Chair for 2013-2014

Cllr Vaughan signed the Declaration of Acceptance of Office of Chairman.

13/004 Apologies for absence

Cllr Firth

13/005 Declarations of interest

None

13/006 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 01/04/13.

RESOLVED that the minutes of the last meeting held on 01/04/13 be accepted as a true record.

The Chair signed the minutes.

13/007 Matters arising from the Minutes of the Previous Meeting.

There were no matters arising

13/008 Election/Nominations to Representative Committees

Members were nominated and accepted as shown

COUNCILLOR	FINANCE	PLANNING	OLD SCHOOL	CHURCHFIELDS	ENVIRONMENT	H&W YCA	WS&PFA	H&WJB	POOR & TL
PETER VAUGHAN	Yes	Yes	TRUSTEE		Yes			Yes	TRUSTEE

RICHARD DENTON	Yes	Yes			Yes			Yes	
IAN DOUGLAS	Yes	Yes	TRUSTEE		Yes				
PAUL FIRTH	Yes				Yes			Yes	
MARY FISHER	Yes	Yes	To be confirmed	Yes	Yes	Yes		Yes	
JOHN JEFFREY			TRUSTEE	Yes	Yes			Yes	TRUSTEE
CAROL RUNCIMAN	Yes								
KATHLEEN SPENCE	Yes	Yes	To be confirmed	Yes			Yes		
BOB UNSWORTH		Yes							TRUSTEE
JACK WREGLESWORTH		YES							
DAVID GEARY			TRUSTEE						TRUSTEE

RESOLVED that the committee representative appointments are confirmed with the exception of Cllrs Fisher and Spence to the Old School which will be discussed by the Old School Trustees at the Annual General Meeting.

13/09 To receive minutes of meetings held in April

The notes of a meeting held at Aroma Café for Dementia Forward group on 16.04.13 and the Minutes of the Planning Committee meeting held on 23.04.14 have been previously circulated.

There were no points raised.

RESOLVED that the matters be noted

13/010 Clerks Update Report

The Clerk reported Parish Council business and on correspondence received and dealt with, the majority of which has previously been circulated. He also reported on progress with the proposed newsletter and hoped that a late summer/early autumn target for the first edition would be achieved. He confirmed that correspondence has been received that the recent Bill which proposed that parish council precepts be capped @ 2% failed to pass through Parliament and will not proceed any further. He confirmed that the renewal of the parish council's insurance policy due in June will include Churchfields Open Space and the Old School.

RESOLVED that the report be noted.

13/011 Audited Accounts for the Parish Council 2012-2013

The Clerk presented the independently audited Parish Council Annual Accounts for 2012-2013

RESOLVED that the accounts be accepted. The Chair and Clerk signed the accounts which will now be forwarded with the Annual Return to Littlejohns LLP the External Auditors.

13/012 Audited Accounts for the Poor and Towns land Charity 2012-2013

The Clerk also presented the independently audited accounts for the Poor and Towns Land charity.

RESOLVED that the accounts be accepted. The Chair and Clerk signed the accounts.

13/013 Financial Report

The Clerk presented the management accounts and reconciliation for April 2013. It was noted that the reconciliation was not supported by a current bank statement due to the timing of the meeting.

The following cheque payments were approved

10.04.13	P Vaughan- stationery for clerk	£ 28.90
30.04.13	YLCA	£ 661.00
30.04.13	BT Telephone	£ 39.58
30.04.13	Zurich Insurance	£ 63.13
30.04.13	Pinnacle web design	£ 36.00
30.04.13	M D Bonney	£ 200.00
30.04.13	HMRC	£ 193.22
30.04.13	D W Geary- salary	£ 667.28
30.04.13	Yorkshire Internal Audit	£ 290.00
30.04.13	BT Broadband	£ 64.80
30.04.13	Zurich Insurance	£ 1605.61
30.04.13	D W Geary expenses	£ 19.00
30.04.13	Old School Mgt. Comm.	<u>£ 25.50</u>
	Total	£ 3894.02

RESOLVED that the Financial Report and Accounts be accepted.

13/014 Young Achievers Award Scheme

Members were informed that the Chairman had had a brief discussion with Rev P Turner of Haxby and Wigginton Methodist Church and it was likely that we could link our scheme with the scheme they operate. Cllr Runciman confirmed her discussion with the internal auditors that Parish Council funds cannot be used in the award scheme as this would involve payment to an individual which the Financial Regulations prohibit. She confirmed that the way forward would be to continue with making the award from the Poor and Towns land Charity.

RESOLVED that the Chair and Clerk will discuss the matter further with the Methodist Church.

13/015 Date of the next Parish Council meeting

RESOLVED that the next meeting of the Parish Council will be held on **Tuesday 4th June 2012** commencing at **1930**.

13/016 Other Business not requiring Notice.

Members discussed the need for a cycleway along Wigginton Road. City of York Cllr T Richardson confirmed that together with the other ward councillors they will continue to raise the matter during the discussion process of the Local Plan.

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