

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

Minutes of the Annual Parish Meeting held at 1900 on Tuesday 19.05.15 in the Old School Community Hall, Wigginton.

A15/01 Present

Cllrs Vaughan, (Chair), Denton, Douglas, Firth, Fisher, Gates, Jeffery and Runciman. Also Present City of York Councillors I Cuthbertson and T Richardson, Cheryl Fisher CAB, Michael Haseltine WSPFA and 2 representatives of North Yorkshire Police.

A15/02 In Attendance

The Clerk,

A15/03 Apologies for absence

Cllrs Spence and Wreglesworth, D Rice Cemetery Committee, M Miller Haxby and Wigginton Youth & Community Association.

A15/04 Report of Neighbourhood Policing Team

The representatives of the North Yorkshire Police gave an overview of crime and crime prevention in Haxby and Wigginton. It was clear that there are no significant problems or issues although there have been incidents involving young people.

A15/05 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 13.04.14.

RESOLVED that the minutes of the last meeting held on 13.04.14 be accepted as a true record.

The Chair signed the minutes.

A15/06 Matters arising from the Minutes of the Previous Meeting.

There were no matters arising

A15/07 Chairman's report

Cllr Peter Vaughan Chairman of the Parish Council presented his report.

The past year has again been extremely busy and overall very successful. Sadly Councillor Bob Unsworth has decided to stand down and we thank him for his contributions to the Council over the past 4 years. This of course gives us the opportunity to welcome local resident and newly elected councillor John Gates we are sure he will make a useful contribution to our activities. The Parish Council has held a considerable number of meetings being the full council, finance, planning, and environment. Additionally there have been a number of Joint Burial and Poor and Towns Land Charity meetings. We have

also met separately with prospective developers in respect of the Local Plan proposals and assisted in village presentations of the proposal. We have met with a number of residents to deal with more personal issues. The Parish Office continues to be manned on a regular basis with Monday and Tuesday mornings being extremely busy with regular callers. The office is more often than not manned at least three times per week.

The environment has been a serious focus for us again this year and it is particularly pleasing that we have opened up Willow Garth to make a most attractive and pleasant area. This will provide an additional walking, wild life and restful area. The allotments are fully let with our enthusiastic gardeners creating much improved gardening/vegetable plots. The downside to the allotments continues to be our long waiting list. We continue to keep the village looking nice through flower and bulb planting, grass cutting, hedge cutting and tree management. We are grateful to a number of residents who voluntarily litter pick on a regular basis – thank you to you all.

The Parish Council has continued as usual to support local good causes and organisations through the awarding of grants. These have varied from assisting Haxby & Wigginton Youth and Community Association to providing administrative support to Haxby Helpers. During the year we awarded a total of 12 grants. The Old School itself has also continued to receive support in order that the upgrading could continue resulting in a fully restored village asset. The upgrading is very nearly complete but you must realise that such an old building will continue to need our support to maintain it in this excellent condition. Churchfield Open Space Committee has also received our support and their committee has had an extremely busy year successfully raising very large sums of money to enable the replacement of play equipment, upgrade the ground works and enclosure. They continue to be active with their fund raising for further improvements.

We have continued our support of the Citizens Advice Bureau and increased our funding to ensure that two sessions per month can be held. Financially we have prudently managed the Precept and after consultation with our auditor reduced the level of reserves held to approximately 50% of the annual precept. This action of course continues to help with our increased grant support.

We are grateful for the help and advice provided to the Parish Council by City of York officers, York Local Councils Association and other institutions. In particular we would like to record our thanks to, a) the Haxby Town Clerk and Deputy Town Clerk and thank them for the help and support they give to the clerk and b) to City of York's Council officer, Andrew Flecknor, Electoral Service Manager and his team for the help received during the run up to this year's National, Local and Parish Council elections - it is much appreciated.

Finally, I would like to thank all Parish Councillors for their commitment during the year and look forward to another successful year ahead.

A15/08 Reports from Parish Council Representative Outside Bodies

a) Wigginton Sports and Playing Fields Association

Michael Haseltine presented his verbal report

This is necessarily a brief report, as although the accounts have been audited, they have not yet been presented at the Association's AGM, which is due to take place on 26th May.

For that reason, it would be improper to present them in detail at this meeting. Suffice it to say that the Association remains solvent, and has a satisfactory credit balance carried forward to the current financial year.

However, general comments can be made. In particular, the Association appreciates the support given by the Parish Council in relation to the redevelopment work continued from 2013, especially for the grant of £1,250 received in September, which made a significant contribution to the cost of this work totalling £2,610.

Otherwise, the five Clubs affiliated to the Association continued successfully, with total membership at 561 remaining very close to the 2013 figures. In terms of popularity, Football tops the list at 206 members, next comes Squash and Tennis at 137 and 134 respectively, then Bowls at 62, with Petanque much lower at 22, though the latter two attract mainly a different age group from the others. These figures of course reflect only a small proportion of the people who enjoy our facilities, for every one of the five clubs entertains many visiting players from all over the county, and in some cases from many miles farther afield.

b) The Old School Charity

The Clerk presented the Old School report

The Old School Management Committee has witnessed another good year for hire of the facilities almost certainly attributable to further improvements in the fabric of the building. The building is now fully heated including the kitchen and all radiators have thermostatic controls fitted, double glazed A rated windows have been installed in the whole building, and with the insulation in the toilet block and kitchen will help to reduce energy costs although the building itself is far from energy efficient due to the nature of its construction.

A full roof inspection has been carried out by local structural engineers together with a local and reputable roofing contractor. The report shows that although some minor works should be carried out the roof is sound for at least another 10 years.

External painting will be monitored, although internally a refreshing of paint work has been carried out. A quotation is being obtained to fit UPVC board to the roof eaves and a UPVC kitchen fire exit door.

We are currently in the process of replacing all emergency light units with virtually maintenance free LED type units. We are also in the process of obtaining quotations for a basic fire alarm system.

A further project will involve fitting external drain covers to all gully outlets to prevent them being obstructed by debris and waste materials.

Our hire groups include dance, craft and sewing, art, kung fu, belly dancing, en pointe, Over 60's whist, WI, and square dancing who all continue to support us, but we have lost one significant customer in Friday young children's group.

The annual accounts have been audited and show that we are in a very healthy position. This is due in no small way to the support given by the Parish Council who has funded the double glazed window replacements.

At the year-end (31.03.15) our funds stand at £ 7551.70.

We look forward to a successful 2015-16.

c) The Poor and Towns Land Charity

The Clerk presented the Poor and Towns land Charity report

The Poor and Towns land Charity received one application for a grant during 2014-2015 and its income was limited to rent received from the Wigginton Sports and Playing Fields association.

The Annual accounts have been audited and approved by the trustees and are ready to be filed with the Charities Commission.

At the year end its funds stand at £ 3098.83.

d) Haxby and Wigginton Youth & Community Association

The Clerk presented the Haxby and Wigginton Youth & Community Associations report submitted by the Association Chairman Mike Miller.

Youth workers will be attending a fundraising meeting during the half term break to discuss ways of introducing fundraising activity to the two groups. Youth workers will be asked to identify ways of implementing small fundraising activity in sessions (for example in house competitions and games) to slightly larger, organised activity. The youth workers will also be given a comprehensive budget document (figures agreed with Jim) which will clarify the maximum amount of spending allocated per term, and clear fundraising targets.

Wednesday Youth Club –

Due to staffing issues during the initial Outreach period, the Council have agreed to extend the project until the beginning of July. So far, we have reached 35 young people in the area, and led several informal sessions. So far, an initial Outreach report has been sent to the Council in order to secure an extension, and a short report has been circulated in response to the idea of opening a skate park in the area. A progress report is due at the start of June.

The Go Create Programme has been very successful, with between 6 and 12 young people taking part in each workshop. 6 young people that are not associated with the club have joined in the workshop and we hope to increase this number as the project heads into summer. We have been invited to speak at an assembly for Wigginton Primary School (dates to be confirmed) and have created new links with various local activity providers. We will potentially be advertising the final Go Create session at the end of August as a fundraising event, as the activity will be an outdoor climbing wall. This could potentially be part of a 'Fun Day' or 'Open Evening' that families could attend. This idea will be explored with the youth workers at the Fundraising meeting.

Take a Bow Youth Theatre –

Take a Bow are currently rehearsing their performance of 'Rebellion'. The performance will take place on Saturday the 18th of July, at 2:00pm and 5:00pm. This event will be a small fundraising performance, with a small cake sale and youth related competitions. We will not be hiring any tech equipment as funding was secured from the council to purchase lights and a portable PA system.

Take a Bow have increased in numbers over the past few months, with 18 young people now in regular attendance. Due to staff to young people ratio, the maximum we can take in this class will be 20. The age range of this class has now reduced significantly, with all the young people aged between 8 and 12. This information will be reflected on the website as soon as possible.

e) Cemetery Committee

The Clerk presented the Cemetery Committee report submitted by the Committee Chairman David Rice.

The Joint Burial Committee is made up of four councillors, each from Haxby Town Council and Wigginton Parish Council.

The Clerk to Haxby Town Council, Mark Scott, is the Responsible Financial Officer to the Burial Committee and Jenny Bell acts as Deputy, both of whom can be contacted at the Office in the Memorial Hall.

One important decision the committee made during the year was to change its name to The Haxby and Wigginton Cemetery Committee as it was felt that this name more described the work that it does.

Business was down on the previous year, with only 31 Exclusive Rights of Burial 31 compared with 40 last year, 31 Interments compared with 54 last year. Reserved Graves however saw an increase from 15 to 21.

This downturn in business resulted in a shortfall in the budgeted income of £22,342.00 to an actual of £19,430.90.

The expenditure was budgeted at £11,524.75 an actual of £11,754.97.

A buy back scheme was introduced to purchase back graves no longer required for any reason.

The original purchase price less £25.00 for administration is paid and frees up spaces in the cemetery that would otherwise be not used.

Plot 24 is the current plot for full burials and the new plot 30 has been started for cremated remains. There is one vacant cremated remains grave in plot 19 as a result of the above buyback scheme.

Charges from the 1st April 2015 are now as follows:-

Purchase of Burial Grave Space - £360

Interment in Burial Grave Space - £220

Purchase of Cremated Remains Grave Space - £240

Interment in Cremated Remains Grave Space - £110

Headstones applications - £110

Full details of the Cemetery Committees Agendas, Minutes, Rules and Regulations can be found on the web site for Haxby Town Council at

www.haxbytowncouncil.gov.uk

f) Churchfields Open Spaces Committee

Cllr Fisher presented the Churchfield Open Space report

Churchfield has had a very busy year. Phase 1 of the PLAY FOR ALL project to make our play area inclusive and accessible was completed in January 2015. The total cost of phase 1 was £39290 the money was raised by grants and local fund raising efforts. Phases 2/3 will cost £26,500 and we have already raised over £18,000 towards this. COSC have so far raised over £57,000 for this scheme.

In addition to the PLAY FOR ALL project plans and fundraising are going ahead to improve the mini football pitch and provide new exercise equipment.

In April this year we had the civic party officially open phase 1, this was very successful despite the inclement weather.

During the past year we have installed a new lockable notice board, put up bird boxes in Willow Garth and the dog field and had extensive tree maintenance done to the dog walk area.

In the summer of 2014 we suffered from a number of anti-social behaviour incidents. Measures have been taken to address this problem and with the co-operation of our PCSOs we hope to have less ASB in the future.

Thanks must also go to the ward committee who gave us a grant to complete the path linking the play area with Church Lane. This has been very well received by users.

g) Citizen Advice Bureau

Cheryl Fisher from Citizens Advice Bureau presented the Citizens Advice Bureau report.

In May of last year we increased the Wigginton service from one to two sessions a month held on the first and third Wednesdays mornings here in the Old School. A new once a month service operating from The Oaken Grove Community Centre in Haxby also started from May 2014. During the late summer the decision was taken to remove the large banner advertising the outreach from the wall of the school here.

Unfortunately this had a marked impact on the number of clients using the outreach, with three sessions having no callers at all and several only have two or three. It would appear to be a case of 'Out of Sight, Out of Mind'. Since the banners return a few months ago I am happy to report that the sessions are again full and just last week I unfortunately had to turn 3 additional callers away as there just was not enough time to see them.

We aim to allow 45 minutes per client which means on average 4 clt's seen per session but if time allows we will always try to fit in anyone extra. Obviously the work does not stop when the clt leaves, as the case notes have to be written up, research carried out, letters written and calls made to third parties on behalf of clt's - all this is done in the afternoon upon return to the office.

Despite the previous fall in the number of callers, in the period April to March 43 clients were seen and unclaimed benefits of £15,896 were

identified and assistance given to claim them. We offer clients a full benefit check and assistance with any benefit appeals, which can take up to a year to complete, as well as help them to understand the procedures and obligations upon them in the very complex area of welfare benefits. Many changes have happened over the past two years to the benefits system and there are still major ones yet to come into force in our region regarding the full implementation of Universal Credits which will replace most of the current means tested benefits. As the government is committed to getting more benefit receivers back into work than ever before, we can only foresee a higher demand for our services in helping the less able members of the community to fight their corner when their right to benefits are unjustly challenged.

During this last year we saw clients with debts totalling £219,500.00 – three times the amount dealt with during the previous year – a frightening increase which shows that many people are still suffering from the effects of the 'credit crunch'. Seeking help from organisations such as ours can mean the difference between losing or keeping their homes and help to manage the stresses that so often lead to relationship breakdowns.

Further changes during the past year to the legal system has seen a total revision in the way cases now have to proceed before they are accepted to go before the courts. This affects employment, small claims and family court cases which are all now required to follow specific procedures and protocols including mediation or arbitration before a case can be heard. We are able to advise and guide a client through this process which if not done correctly could jeopardise or at the very least delay any future actions that may be necessary.

The laws and obligations upon our society are constantly being updated and changed, one would like to think for the better!! With the wonderful information system the CAB has developed over the years, which is updated on a daily basis, we are ideally placed to offer current, pertinent advice and information on a vast range of subjects. Working in partnership with organisations such as yours is a marvellous way to make this even more accessible to everybody and I would once again like to thank the Parish Council for its support and enabling this to happen in Wigginton.

A15/09Date of the next Annual Parish meeting

The date of the next annual parish meeting is to be confirmed at a later date.

Signed.....**Date**.....