

**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 2000 on Tuesday 15.05.18 in the John Jeffery Room at the Old School Community Hall, Wigginton.

**18/001 Present**

Cllrs Vaughan, Denton, Finch, Firth, Fisher, Jeffery, Runciman, Spence and Wreglesworth.

**18/002 In Attendance**

City of York Cllr Cuthbertson and the Clerk.

**18/003 Election of Chair and Vice Chair for 2018-2019**

The 2017-18 Chairman Cllr Peter Vaughan informed members that he would not be standing for re-election as Chairman and thanked the members and clerk for their past support.

Cllr Paul Firth was proposed and seconded for Chairman, members unanimously agreed to the proposal. Cllr Firth accepted the position and thanked Cllr Vaughan for all his hard work over the past seven years in the roll. Cllr John Gates was proposed and seconded in his absence to the roll of Vice Chairman (he had previously agreed to being proposed).

**RESOLVED** unanimously that Cllr Firth be re-elected Chair and that Cllr Gates be elected Vice Chair for 2018-2019

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

Cllr Firth took the chair.

**18/004 Apologies for absence**

Cllr Gates

**18/005 Declarations of interest**

None

**18/006 To receive a report from North Yorkshire Police**

The Clerk informed members that he has received an emailed report. This indicates that there was 1 of criminal damage and 1 report of violence. Contact can be made with the police a) in an emergency by telephoning 999 and in a non-emergency 101. For general communication they can be emailed [lee.pointon@northyorkshirepolice.pnn.police.uk](mailto:lee.pointon@northyorkshirepolice.pnn.police.uk) or [snayorknorth@northyorkshire.pnn.police.uk](mailto:snayorknorth@northyorkshire.pnn.police.uk)

Other useful links include:

Crime statistic [www.police.uk/north-yorkshire/york-north/crime/](http://www.police.uk/north-yorkshire/york-north/crime/)

Community speed watch [www.northyorkshire.police.uk/what-we-do/road-policing/community-speed-watch/](http://www.northyorkshire.police.uk/what-we-do/road-policing/community-speed-watch/)

**RESOLVED** that the report be noted.

### **18/007 To receive and discuss Planning Applications received**

- a) 18/00885/FUL. Wigginton Sports and Playing Field, Mill Lane, Wigginton, York. Erection of single storey detached sports and community pavilion with access, footpaths, car and cycle parking and retention of existing floodlights and path lighting. Relocation of 4no. dug-outs and alteration to football pitch layouts following the demolition of existing portacabins.

**RESOLVED** that we do not object however as the Parish Council is the landlord the matter will be discussed with City of York Compliance Officer Andrew Docherty to ensure that there is no conflict of interest. A letter of support has already been issued to Grasshoppers FC 82 this will be forwarded to City of York Council planning department.

### **18/007 To receive Planning Application Decision Notices**

- a) 18/00393/FUL. St Nicholas Croft, Back Lane, Wigginton, YO32 2ZH. Single storey side and rear extension.

**Approved**

- b) 18/00664/FUL. 21, Ascot Road, Wigginton, York YO32 2QE. Replacement and enlargement of first floor rear windows.

**Approved**

- c) 18/00588/FUL. 66, Mill Lane, Wigginton, York YO32 2PZ. Hip and gable roof extension, increase height of roof and dormers to front and rear to form first floor living accommodation.

**Approved**

**RESOLVED** that the matters be noted.

### **18/008 Confirmation of Minutes of Previous Meeting**

Members agreed the minutes of the previous meeting held on 17/04/18.

**RESOLVED** that the minutes of the last meeting held on 17/04/18 be accepted as a true record.

The Chairman signed the minutes.

### **18/009 Matters arising from the Minutes of the Previous Meeting.**

#### **a) Neighbourhood Plan**

Cllr Firth informed members that after much work the results of the resident's survey have now been circulated for comment. A response by 500 residents represented considerable interest and involvement. In the near future the Neighbourhood Plan will be completed.

**RESOLVED** that the matter be noted

#### **b) WSPFA Lease**

The Clerk informed members that he has received confirmation from our solicitors that the draft lease has now been accepted by the Football Foundation and consequently will be issued to the WSPFA Solicitors and in due course signed by the Parish Council and WSPFA. **RESOLVED** that the matter be noted and continue to conclusion.

#### **c) WSPFA Signage**

The Clerk informed members that the signage has been ordered via City of York Council and will be installed within the next 2 weeks.

**RESOLVED** that the matter be noted and continue to conclusion.

#### d) Village Pond Repairs

The Clerk informed members that this matter has now been referred to the Environment Committee for discussion at its next meeting to be held on 22.05.18.

**RESOLVED** that the matter be noted and monitored.

#### 18/010 Election/Nominations to Representative Committees 2018-2019

Members agreed that there be no change to the representation.

COUNCILLOR	FINANCE	PLANNING	OLD SCHOOL	CHURCHFIELDS	ENVIRONMENT	H&W YCA	WS&PFA	H&W CC	POOR & TOWNS
PETER VAUGHAN	Yes	Yes	TRUSTEE		Yes			Yes	TRUSTEE
RICHARD DENTON	Yes	Yes		Yes	Yes			Yes	
SANDRA FINCH						Yes		Yes	
PAUL FIRTH	Yes	Yes	TRUSTEE		Yes				TRUSTEE
MARY FISHER	Yes	Yes			Yes		Yes		
JOHN GATES							Yes		
JOHN JEFFERY			TRUSTEE		Yes			Yes	TRUSTEE
CAROL RUNCIMAN	Yes								
KATHLEEN SPENCE	Yes	Yes		Yes			Yes		
JACK WREGLESWORTH		Yes							
DAVID GEARY			TRUSTEE						TRUSTEE

In addition, Cllrs Firth, Gates and Vaughan were nominated to represent the Parish Council at YLCA branch meetings.

**RESOLVED** that the committee representative appointments are confirmed.

#### 18/011 To receive minutes of meetings held since April

The following minutes of meetings have been circulated to members since the last Parish Council meeting.

Wigginton Sports and Playing Fields Association 18.04.18

Cemetery Committee 24.04.18

Poor and Towns land Charity AGM 04.05.18

**RESOLVED** that the minutes be noted

#### 18/012 Clerks Update Report

The Clerk reported Parish Council business and on correspondence received and dealt with, the majority of which has previously been circulated. Additional includes:-

**a) Insurance Renewal**

The Clerk informed members that annual insurance has been renewed with Zurich Insurance for 2018-19.

**b) Scarecrow Hunt**

The Clerk informed members that £ 70.00 was raised at the Old School during the Scarecrow Hunt weekend. This will be awarded to a local scouting resident towards his self-funding of his attendance at the World Scout Jamboree to be held in Canada in 2019. Members also agreed to consider any other means for supporting this venture.

**c) Internal Auditors report 2017-18 year end**

The Clerk informed members that the Internal Auditors report has been received. She reports that our Internal controls, systems of financial and the controls and operating procedures are effective and that no actions are required by the Parish Council. She noted a discrepancy in the Cemetery Committee asset register which has been notified to Haxby Town Council.

**18/013 Financial Report**

The clerk presented the Reconciliation and management accounts for April 2018.

Opening balance brought forward-current account	£18633.85	
Opening balance brought forward- interest account	£ 9949.32	
Opening balance brought forward-Skipton Building S.	£ 40313.90	
Less un-presented payments 2017-18	<u>-£ 5739.13</u>	
Balance	£ 63157.94	
Add receipts for 2018-19 to date	£ 27443.59	
Less payments for April 2017	<u>-£ 6507.82</u>	
Balance	£ 84093.71	
Less reserves	-£ 22445.55	
Available balance	£ 61648.16	
The following payments were approved		
07.04.18 100635 Pinnacle Web Design	£478.80	
09.04.18 100636 YLCA	£ 747.00	
100637 ICO	£ 35.00	
100638 D W Geary	£ 91.74	
100639 Yorkshire Internal Audit	£ 320.00	30.04.18
100640 HMRC	£ 290.15	
100641 D W Geary	£ 923.10	
100642 OSMC	£3594.00	
DD BT Telephone/Internet	<u>£ 28.03</u>	
Total	£6507.82	

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

**18/014 Date of the next Parish Council meeting**

**RESOLVED** that the next meeting of the Parish Council will be held on **Tuesday 19<sup>th</sup> June 2018** commencing at **1900**.

Other meetings arranged

Old School Management Committee 17.05.18

Environment Committee 22.05.18

Cemetery Committee 12.06.18

Finance Committee 09.07.18

**18/015 Other Business not requiring Notice.**

None raised

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