

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

Draft Minutes of the Annual Parish Meeting held at 1900 on Tuesday 14.05.19 in the Old School Community Hall, Wigginton.

A19/01 Present

Retiring Cllr Firth (Chair), Cllrs Edwards (part only) Finch, Gates, Jeffery, Lakey, Runciman, Spence and Wreglesworth.

A19/02 In Attendance

Also Present The Clerk, Rob Yates Wonder Years, Michael Haseltine WSPFA, North Yorkshire Police, Cheryl Fisher Citizens Advice York, Graham Ireton Wigginton Grasshoppers FC 82, Martyn Crosby Haxby & Wigginton Youth and Community Association, Jonathon Parish and one (1) member of the public.

A19/03 Apologies for absence

Cllrs R Denton and City of York Councillor I Cuthbertson

A19/04 Confirmation of Minutes of Previous Meeting

The minutes of the previous meeting held on 15.05.18 were agreed.

RESOLVED that the minutes of the last meeting held on 15.05.18 be accepted as a true record.

The Chair signed the minutes.

A19/05 Matters arising from the Minutes of the Previous Meeting.

There were no matters arising

A19/06 The Chairman's Annual report for 2018-19

Cllr Firth presented the annual report.

The year 2018-19 has been another very successful and busy one. We have continued to engage with members of the public and in particular our residents.

During this busy year we have remained actively involved with Wigginton Sports and Playing Field Association and Wigginton Grasshoppers FC 82 in discussions and meetings about the proposed new Community Pavilion and changes to the lease. This has involved many man hours not only of our time but also that of solicitors representing three separate bodies. We hope that all this effort will shortly result in a significant development and lead to the opening of a wonderful village facility.

During the year the Parish Council made a number of S 137 grants to: Churchfield Open Space, Haxby and Wigginton Youth and Community Association, Haxby and Wigginton Methodist Church Luncheon Club, The Wonder Years, The Wednesday Club (formerly the Over 60's), Haxby and Wigginton Seniors Group, The Wonder Years. We have continued to support

Citizens advice York who provide an outreach service at the Old School on each of the first three Wednesdays of every month. In addition, we awarded a \$ 106 payment to Churchfield Open Space Committee towards their artificial football pitch and arranged and funded the widening of the access to the Wigginton Sports and Playing Field which has improved matters considerably for all those that use the facilities.

The annual carols around the tree event was again a great success, this year the Lord Mayor and Lady Mayoress and Civic party joined us for the celebrations. Again, we were supported by Shepherds Group Youth Brass band and as usual we made a donation towards their running costs. We even had two reindeer present and a surprise visit from Father Christmas.

In the village we carried out grass cutting, hedge cutting, a tree survey and subsequent tree works, snicket cleaning and edging of grass verges in the village. We hope that this can be extended in the coming year as it undoubtedly improves the village looks. Flower planting was also carried out resulting in excellent displays. We undertook a major project at the Mill Lane allotments replacing the leylandii with wooden fencing, this has certainly improved the allotments and in fact created larger working areas for them. The Annual Accounts have now been internally audited, the Annual Return has been completed and sent to the External Auditors.

At the year-end we were sad to see Cllrs Fisher and Vaughan stand down and it would be remiss of me not to thank them for their service and commitment to the Parish Council over the past years. Finally, I regret to inform the meeting that I am also standing down and would like to thank my council colleagues and the clerk for their support during my term as Chairman.

RESOLVED that the report be noted

A19/07 North Yorkshire Neighbourhood Policing Team Report for 2018-19

PCSO Freya Newtons report was read out.

Between 01/04/18 and 01./04/19 the following incidents were reported in Wigginton;

24 reports of Anti-Social Behaviour- this is really positive that ASB is remaining low in the area, if there are issues raised I urge residents to call 101 to report incidents, if at least to make local officers aware of problem locations in the village so they can act

14 Burglaries – this is equivalent to the number of burglaries in Haxby in the same time frame for a smaller area-however, not an overly concerning number. Happy to speak to police constables about arranging an operation to raise awareness and speak about crime prevention in the village if you are interested.

6 reports of criminal damage- A low number of criminal damage reports.

PCSO's will be attending Wigginton School fayre in June also to do some property marking (I'm also hoping to get a van along to let the kids have a go in the drivers seat/cage.

A19/08 Representative bodies annual reports for 2018-19

a) The Old School Charity

Peter Vaughan presented the Old School report for 2018-19

The past year has seen further growth in bookings to a record level. This is the result of much hard work and due to the major improvements we have and continue to make to the building.

We continue to welcome new groups including:

Haxby Toddlers, Two Spiritualist groups, U3A Line dancing, WEA Greek lessons and York City FC Football Foundation group.

Our maintenance programme has continued at a pace, we have completed our lighting upgrade internally and started externally with LED type. We have installed acoustic panels in both halls and hope to extend this in the near future to complete the project.

The Annual Accounts have been audited and we go forward into 2019-20 in the healthiest position we have ever had.

With the building being the age it is, maintenance will be forever ongoing and wisely the trustees have continued to invest in a savings account with the Skipton Building Society. The Parish Council, our landlord, has been aware for some time that there will be serious expenditure requirements in the future with regard to the roof.

Going forward we hope amongst other projects to complete further acoustic work, complete the external lighting upgrade, make safety repairs to the external car Park dividing wall and improve child safety by fitting finger guards to all internal doors.

I would like to thank my fellow trustees for their support.

We look forward to another successful year.

b) The Poor and Towns Land Charity

Peter Vaughan presented the Poor and Towns Land report for 2018-19

During the 2018-19 year we received two applications for help and assistance. The trustees considered these and awarded a total of £ 520.00.

The income remains static with receipts only from Wigginton Sports and Playing Fields association however, I am pleased to report that the Parish Council have kindly agreed to make an annual payment to the fund of £ 600.00. This will greatly help us in funding future applications for assistance.

At the year-end we have £ 1008.83 held in our current account with HSBC bank.

The Annual Accounts have been completed and independently audited. The annual return to the Charities Commission will be completed in due course.

The trustees of the fund are Paul Firth, Bob Unsworth, John Jeffery, Peter Vaughan and David Geary.

I would like to thank my fellow trustees for their support and work during the past year.

c) Haxby and Wigginton Youth & Community Association

Martyn Crosby Chairman of the Haxby & Wigginton Youth & Community Association presented his report;

General outlook at the Association

Trustees, staff and volunteers would like to put on record our gratitude for Wigginton Parish Council's ongoing support of our work - financially in the form of our grant, practically through Sandra's involvement with our committee and as a partner in our work at the Wigginton Old School.

Unfortunately, due to long term financial pressures and the loss of a significant booking at the beginning of the financial year, HWYCA began the year with a large and unsustainable deficit forecasted. As a result, our primary aim for this year has been to reduce the level of this deficit and take long term decisions which will aid the financial situation of the charity, without impacting the quality and level of youth (and adult) provision we offer. The trustees are happy to report that broadly speaking this has been achieved.

Details to follow at our Annual General Meeting in August/September but the trustees are satisfied that due to the impressive work of the team at the centre, real improvements have been made.

[Haxby & Wigginton Youth & Community Awards](#)

We have been pleased to work with Wigginton Parish Council, Haxby Town Council and officers at the City of York to get into place plans for the awards, which will take place on Friday 2nd August, in the Memorial Hall in Haxby. Posters to further inform you about nominations for these awards will be circulated with this report.

[Our Youth Provision in Wigginton](#)

Wigginton Parish Council funding has allowed us to continue to provide youth facilities for Haxby & Wigginton, including the delivery staff costs associated with running a professional youth provision. This year, thanks to your grant we have focused on healthy and active lifestyles, increased our Wigginton based community projects and strengthened relationships with Wigginton based activity providers.

The Wigginton drop is aimed at 13-15 year olds and there is cross over among attendees from the Youth Group held in Oaken Grove. This is a free service and many attendees stay for the whole time they are eligible to attend. There is typically an activity, then tuck shop, followed by project work and an activity.

All sessions include a weekly sports activity and a healthy food activity takes place once a month. The attendees responded well to the suggestion that they take it in turns to plan an activity for the next week. This allowed participants to take ownership of the activity and develop their leadership skills. Project work focuses on a particular topic each week and the sessions included healthy relationships, a workshop on being responsible online and communication between peers.

There are 10 young people who attend regularly, though it averages around 6-7 attendees each week. The project work is going well and the young people are being really responsive.

Our Youth Council project unfortunately has not had the numbers we hoped for and whilst it was a beneficial project for the young people who took part, we are not continuing the project past the year funded. As a charity, we have begun over the previous 12 months to deliver an accredited qualification: an ASDAN. This is an international qualification based in the UK. It allows attendees can work towards achieving a qualification that is equivalent to studying at GCSE level. It is considered a vocational qualification in volunteering and is assessed on 10 hours volunteering work plus accompanying paperwork. Volunteering hours have taken place over a wide range of settings including a nursery, brownies and a social media project.

We have, to date, had twelve graduates from this scheme over four cohorts. We are the only provision to offer ASDAN in York other than formal educational facilities. Over the next 12 months we will be looking to build on and develop this successful provision.

d) Wigginton Sports and Playing Fields Association

Michael Haseltine presented the WSPFA report for 2018-19.

Wigginton Sports & Playing Field Association consists entirely of volunteers. It is the umbrella organisation for five independent amateur sports clubs that offer squash, football, bowls, tennis and petanque to their members and visitors. We are tenants of an area of parish land comprising almost ten acres, on a long-term lease from Wigginton Parish Council. The Association has now been active for 48 years, and has been a Registered Charity for 26 years.

Financially, this is necessarily a brief report, as although the Association's accounts have been audited, they have not yet been formally adopted at the AGM, which is due to take place tomorrow.

For that reason, it would be improper for me to present them in detail at this meeting. The main point that can be made is that the Association remains free of debt, and has an adequate credit balance carried forward to the current financial year. Expenditure was again significantly less than income.

The five Clubs affiliated to the Association continued to thrive, with total adult and junior playing membership at 618 in 2018 showing a decline overall of 16 on the 2017 figures. Three of the five clubs recorded small increases, but Bowls and Tennis lost players, although even at this early stage of the 2019 season some new members have been recruited.

	<u>2017</u>	<u>2018</u>	<u>Change</u>	
Wigginton Bowling Club	54	46	-8	
Wigginton Grasshoppers Football Club	311	315	+4	
Wigginton Petanque Club	26	28	+2	
Wigginton Squash & Social Club	139	143	+4	
Wigginton Tennis Club	<u>104</u>	<u>86</u>	<u>-18</u>	
	Total Membership	634	618	-16

The 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 Yorkshire, and sometimes from outside the

county. In the past year, all five clubs have enjoyed competitive successes, as well as having the odd disappointment.

During the past year, much of our time has been taken up in preparing and fund-raising for a major development project, the creation of a Community Pavilion including much improved changing rooms for the football club, plus a large meeting room to augment established social facilities in the village where existing capacity has been under pressure for many years. The current position is that planning permission has been granted, and tenders have been received from three local building contractors, one of which (who provided the lowest quotation) has been chosen as the preferred contractor. A major benefit is that Her Majesty's Revenue and Customs have ruled that the construction costs will not be subject to VAT, which will reduce the cost significantly. Within the next three weeks we expect to learn if our application for a major grant from the Football Foundation has been successful. In which case, the project should be able to go ahead without undue delay. It would be a great pity if it does not, for a great deal of money has been spent so far, with absolutely nothing to show on the ground.

Throughout this process, the Parish Council has given us their enthusiastic encouragement, and this has been invaluable. Since the Association was formed in the early 1970s with the Council's support, their backing has been constant throughout the years, but this year it has been appreciated even more than ever.

On behalf of the Association, the five affiliated clubs and their members, I would like once again to record our grateful thanks.

e) Wigginton Grasshoppers FC 82

Graham Ireton presented the Wigginton Grasshoppers FC 82 report for 2018-19

Charter Standard Club of the Year

The club were awarded Charter Standard Club of the Year as the season began. The club were awarded this prestigious title by the North Riding County FA. The committee, coaches and volunteers are very proud of this and it is a true reflection of the hard work that everyone puts in at the club.

Juniors

Girls football at the club continues to grow at a rapid rate. We have recently started a new under 9's age group who train on a Saturday morning. We are confident we will be able to enter this team into the under 10's league from September.

Our links with York City Foundation continue with the introduction of the new Wildcats sessions which run on Fridays at the playing fields. The sessions are aimed at girls between the ages of 5 - 12 years old. There have been two sessions to date.

The under 11's girls made the finals day at Poppleton this weekend. The final went to penalties then sudden death. The girls did extremely well and beat a very tough opposition (Scotton Scorchers). A huge well done to all involved.

Congratulations to our under 15's who won their league last month. They were crowned champions of the 3rd division. The club have record numbers in the under 5's and 6's age groups. These numbers are growing year on year and we are proud to have so many committed youngsters playing football each week.

Pavilion

The hard work has continued this year on the new pavilion. The most recent development is that the pavilion has been recommended to be taken forward to the board of trustees. The decision will be made on Tuesday 21st May. The club will continue to apply for grants and fundraise as much as possible.

Seniors

It has been a mixed year for the senior section of the club. We were disappointed to lose our under 19 side part way through the season, and not through the lack of effort of that management team. Richard Thompson and Richard Carr did all that they could to keep the team going but, despite having 25+ players signed on, were defeated by a modern day youth culture which resulted in many players being totally unreliable. Turning out teams of seven and eight in successive weeks proved the final straw. Dave Hopwood will resurrect the under 19 next season, with younger players and hopefully greater commitment. The Saturday sides got off to poor starts this year and never quite recovered enough to challenge for their respective leagues. After two years as York Premier Division Champions, it was inevitable that teams would raise their games against us, and we lost three of our first four. With that said, the first team recovered enough to finish third, meaning we have had a top three finish for five seasons running now. The Reserves had a disappointing season, swapping last year's league success for a mid-table finish. We are looking to re-energise the set up next season and have some good young players waiting to join. The positive note comes from the adult Sunday side who have already secured the top flight title along with the league cup. This is the third title in five seasons that the club has completed this double and the Sunday Team will look to add a third trophy tomorrow morning when they contest the Challenge Trophy final.

f) Haxby and Wigginton Cemetery Committee

The Clerk informed members that he has not received a report. The Clerk was able to report from previous minutes the format; The Cemetery Committee is made up of four councillors, each from Haxby Town Council and Wigginton Parish Council and meet every other month. In the Summer months we meet at the Cemetery prior to the meeting to conduct topple testing on the headstones to ensure they are secure and inspect the general condition of the grounds. The Clerk to Haxby Town Council, Mark Scott, is the Responsible Financial Officer to the Cemetery Committee and Jenny Bell acts as Deputy, both of whom can be contacted at the Office in the Memorial Hall.

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

g) Churchfields Open Spaces Committee

Cllr J Gates presented the Churchfield Open Space report for 2018-19. Churchfield continues to be a vital and vibrant part of our village life. The 3.5 acre site is enjoyed by many of our residents with facilities that can be enjoyed by all.

Once again Churchfield won a Green Flag Community Award and we have applied to be judged again this year.

The dog walk area is much used by the community for exercising their dogs with many people (some would say too many!) coming from outside Haxby & Wigginton to take advantage of the enclosed field. Biodiversity remains a key feature of Willow Garth. Wild flower seeds scattered around the perimeter last year are now starting to germinate providing a food source for insects and pollinators. Seed and Nut Feeders for the bird life are regularly refilled.

The outdoor gym is being used by a wide section of people in our community as it offers apparatus suitable for almost everyone.

Our play area caters for children and families with a good variety of play equipment suitable for all abilities. We started fundraising last year to improve the worn out football kick about pitch and are pleased to report that the new 4G artificial grass surface was installed in December last year with basketball rings added to the goal posts so hoop sports can be played. Since completion the new surface has been extremely popular. We are extremely grateful to WPC and the Ward Committee for the grants given to the "Kick About Project".

The last 12 months has seen very little ASB or vandalism on the Churchfield site and we continue to urge the public to report any instances witnessed to the police.

With so many new pieces of equipment added over the last few years, funds are needed to maintain everything in good condition, so in addition to our annual grant from WPC we continue to fundraise throughout the year and thank the businesses and people of Wigginton & Haxby for their support. Committee members and volunteers do small maintenance tasks such as hole filling, cleaning and minor repairs to keep costs down.

In April 2019 we replaced the pedestrian gates to play area and the dog field together with new posts and fencing as required.

Our project this coming year is to provide a secure on site storage unit to house all the maintenance equipment that is currently clogging up the Chairman's garage! The cost will be around £2000 and this should be met by grants from Co-op Local Good Causes and Tesco Bags of Help.

We also intend to update chains and shackles on various bits of equipment to meet current standards.

Can I take this opportunity to thank all who have supported your open space over the last year. The committee and I remain committed to keeping Churchfield a high quality facility for everyone to enjoy.

h) Wonder years

Rob Yates presented the Wonder Years report for 2018-19

The Wonder Years has had another successful year. We continue to support the local community through providing high-quality, affordable, childcare in the village. Our numbers have been excellent in all areas of our provision. In the past year weekly use has been as follows:

- 81 families using Breakfast and After School Club
- 42 families using Preschool
- 114 families using Boddlers playgroup

We currently have over 300 families registered to use us across all areas of provision. The majority of which are families from Wigginton and Haxby.

The Wonder Years have recently submitted the 2017/18 accounts to the Charity Commission. They show a small loss owing to a conscious decision from the Trustees and Management to dedicate some reserves to replacing the outdoor play area surface in December 2017. The new area has benefited the children hugely and is a welcome addition to the setting resources.

In January 2018 the Parish Council grant of £707.74 was used to buy much-needed new height-adjustable tables for the setting. In January 2019, the sum of £1,998 was used to buy a large quantity of high-quality wooden construction blocks to be used by the children using the Bungalow in Preschool, Breakfast, After School, and Holiday Clubs. The setting remains in a positive financial position this year owing to strong children numbers, and the Trustees and Management continue to re-invest surpluses where possible in order to continue to improve the learning environment. We are currently working on several projects including replacing the flooring in the Bungalow, which is due to be replaced on May 31st.

The Trustees and management would like to thank the Parish Council for their continued support.

i) Citizens Advice York

Cheryl Fisher presented the annual report for 2018-19 for Citizens Advice York

Enabled by the generous support of both Wigginton Parish and Haxby Town councils, Citizens Advice York run a three hour general advice session at the Old School on the first three Wednesdays of each month, where residents can drop in without the need to make an appointment. This past year has been reasonably well attended although attendance at the sessions is very variable.

We have seen an almost identical level as last year regarding debt issues dealt with in terms of value approx. £21,000.00, but a threefold increase in benefits and have assisted clients to claim £12,790.00 of unclaimed benefits as opposed to £4,100.00 last year.

Universal Credits is now in full swing and Citizens Advice nationally have been awarded a government contract to provide claimants with 'hands on' assistance to make their initial claim as this has to be done on-line. This service is now available at our main bureau in West Offices.

We are still assisting many clients with their appeals against benefit decisions that they feel are wrong. Recent official statistics have shown that nationally, of the 51,300 appeals cleared in the period October to December 2018, 70% had the initial decision revised in favour of the client. It is therefore vital that a client is able to take up the baton when they feel wrongly assessed. The appeal process can be confusing, but we can advise and support the client throughout this by identifying the particular points and issues that are at fault and help them to present this to the Independent Court of Appeal to give them the best possible chance of success.

However, as I'm sure you realise our advice is not limited to Debt and Benefits and many other queries relating to Housing, Consumer, Employment, Immigration, Legal as well as Family and Personal have also been presented.

Many of our callers could be classed as senior citizens and there is a definite need for such assistance when so many of today's procedures involve the use of computers. Not everyone wants or feels able to acquire the skills needed to use the internet and a large body of people are suffering from digital exclusion as a result. The yearly review of our energy supply is one such instance where, without the opportunity to check through the vast array of tariffs on offer, a client can be paying considerably more than they need to. We can help by doing this with the client, reviewing the relevant offers and when the preferred option is chosen, by helping them with the changeover process if they change supplier. At a time when somebody may be on a limited income this can be of enormous benefit.

I hardly dare mention the name, but Brexit is also rearing its ugly head and we have seen some foreign national clients who have been resident for a long time, as well as more recent entrants, coming with many concerns regarding their right to stay. It is certainly a difficult time for people to plan for the future.

Much of life is about options. But, to make the right decision on the best one for us, we need to access information so we can weigh up the pros and cons. Only then are we equipped to make an informed decision and hopefully go ahead with the confidence that knowledge can give us. Citizens Advice can provide such information and can also suggest alternatives that perhaps have not been thought of before. Having such a resource on the doorstep can only benefit a community and hopefully will remain available for the residents of Wigginton and Haxby to help meet the uncertain demands of the future.

J) Iron Age Project

Jonathon Parish presented an Iron Age project proposal

Thank you for giving me this opportunity to present my plan for a prehistory education centre next to the village of Wigginton.

I come from a farming background and have a keen interest in British prehistory. I am a builder by trade and along with my sister who has

recently completed her history degree at the university of York, we would like to create this project.

I have a 9 acre piece of land and hope to create 4 separate areas within it to cover 4 stages of British prehistory from 9,000 BC up to the Roman invasion, this covers the Mesolithic, the Neolithic, the Bronze Age, and the Iron Age. Visitors will have the opportunity to take part in a wealth of activities, including – friction fire lighting, smelting bronze, flint knapping, archaeology, building a wattle and daub wall and archery. They can also visit our on-site Neolithic longbarrow, our bronze age stone circle, and our iron age causeway, to speculate how these religious monuments played a part in our ancestors lives. I would also like to replicate an iron age fort, a bronze age home, and a Neolithic longhouse, each built as they would have been, thousands of years ago with wattle and daub walls and a thatch roof. All building materials would be locally sourced, natural and biodegradable. Local residents and schools will be welcome to visit and get involved in the creation of the site. I have spoken to a lecturer of archaeology at the university of York who says the project would be a great facility for the students to get involved in some experimental archaeology.

The site will be planted with Native British trees to screen off each area and ponds will be dug to create a wetland area which will be a peaceful, haven for wildlife. I will plant a willow and Ash coppice to provide building materials and we will grow cereal crops which will be harvested for food and the dry stalks used for thatching roofs. We will produce fruit and vegetables and keep ancient breeds of farm animals for the production of milk, cheese and eggs. All work will be done using prehistoric farming methods. I will use renewable energy so electricity will be powered by solar, rain water will be collected for gardening and farming, toilets will be of the composting type and wood will be burnt for cooking and heating.

The site will meet all requirements for the Disability Discrimination Act and comply with health and safety regulations.

RESOLVED that the presented reports be noted.

A19/09 Date of the next Annual Parish meeting

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

NB: These minutes are unconfirmed and subject to confirmation at the next Annual Parish Meeting.

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 14.05.19 in the John Jeffery Room at the Old School Community Hall, Wigginton.

19/001 Present

Cllrs Gates, Edwards, Finch, Jeffery, Lakey, Runciman, Spence and Wreglesworth.

19/002 In Attendance

City of York Cllr Cuthbertson, P Vaughan and the Clerk.

19/003 Election of Chair and Vice Chair for 2019-2020

Proposals were received for Cllr Gates to be re-elected Chairman and for Cllr Spence to be elected Vice Chairman, both indicated a willingness to accept the proposals.

RESOLVED unanimously that Cllr Gates be elected Chair and that Cllr Spence be elected Vice Chair for 2019-2020

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

19/004 Signing of the Declarations of Acceptance of Office

Cllrs Gates, Edwards, Finch, Jeffery, Runciman, Spence and Wreglesworth signed the Declarations of Acceptance of Office each witnessed by the Clerk.

19/005 Registers of Interest

Cllrs Edwards and Lakey received copies of the Register of Interests to be completed and returned to the Clerk.

19/006 Nomination to Co-Opt a new member of the Parish Council

A nomination was received to Co-Opt Peter Vaughan to the Parish Council

RESOLVED that the members unanimously agreed to Co-Opt Peter Vaughan to the Parish Council. Peter joined the meeting.

19/007 Apologies for absence

Cllr R Denton

19/008 Declarations of interest

None

19/009 To receive and discuss Planning Applications received

- a) 19/00727/FUL. 3, Westfield Lane, Wigginton, York YO32 2FZ. Single storey rear extension, alterations to existing front entrance, replacement windows in grey UPVC and alterations to existing detached garage.
RESOLVED that we do not object.

19/010 To receive Planning Application Decision Notices

- a) 18/00181 19, Green Dyke, Wigginton, York YO32 2WW. Single storey side and rear extensions.

Withdrawn.

- b) 19/00362/FUL. 4, Broad Oak Lane, Wigginton, York YO32 2SB. First storey extension to side and single storey extension to front.

Approved

- c) 19/00455/CPU. Pheasant Rise, Wigginton, York YO32 2RH. Certificate of lawfulness for change of use to existing dwelling to form holiday let accommodation in connection with the Villa Farm holiday complex.

Certificate Approved

- d) 19/00517/FUL. 23, Manor Garth, Wigginton, York YO32 2WZ. Single storey side and rear extension.

Approved.

RESOLVED that the matters be noted.

19/011 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 16/04/19.

RESOLVED that the minutes of the last meeting held on 16/04/19 be accepted as a true record.

The Chairman signed the minutes.

19/012 Matters arising from the Minutes of the Previous Meeting.

a) Snicket Cleaning

The Clerk informed members that the recently appointed contractor has now withdraw from the work and a new contractor is being sought.

RESOLVED that the matter be noted and progressed.

b) European Parliamentary Elections

The Clerk informed members that the European Parliamentary Elections will take place on Thursday 23rd May 2019 and that the Polling Station for Wigginton will be the Old School.

RESOLVED that the matter be noted.

19/013 Nominations to Representative Committees 2019-2020

Members discussed and agreed to committee membership as shown below.

(Cllr Denton's appointments to be confirmed at the next meeting of the Parish Council).

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

The following members of the public remain as trustees of:
The Poor and Towns Land charity- Mr R Unsworth and Mr P Firth.
The Old School- Mr Ed Wilson, Mrs D Shafford, Mrs M Crawford and Mr P Firth.
Cllr Vaughan will continue to represent the Parish Council on the Neighbourhood Plan group and both Cllrs Vaughan and Gates will be representatives of the Parish Council on the Community Pavilion Project Steering Group.

RESOLVED that the committee representative appointments are confirmed.

19/014 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 17/04/19

Churchfield Open Space Committee 23/04/19

Haxby & Wigginton Cemetery Committee 30/04/19

RESOLVED that the minutes be noted

19/015 Community Awards

Cllr Finch gave an update of the awards scheme. Members discussed a nomination for the award which Cllr Finch will follow up on.

RESOLVED that the matter be noted.

19/016 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) Annual Return

The Clerk informed members that the Annual Return has now been sent to the external auditors.

b) Bank Signatories

The Clerk informed members that completed forms have been sent to HSBC Bank for the new bank account signatories.

c) Letter of thanks from the Wednesday Club

The Clerk informed members that he has received a letter of thanks from the Wednesday Club in respect of the S137 grant. They have confirmed that the Annual Christmas Pensioners trip will be to Salford Quays.

d) Web Site

The Clerk informed members that the web site has been fully updated.

e) Standing Orders

The Clerk informed members that the Standing Orders have now been fully reviewed and will be issued to members during May. The principal amendments concern Data Protection and Finance.

RESOLVED that the matters be noted and acted on accordingly.

19/017 Financial Report

The clerk presented the Reconciliation and management accounts for April 2019.

Opening balance brought forward-current account	£6611.22
Opening balance brought forward- interest account	£ 3458.22
Opening balance brought forward-Skipton Building S.	£ 44649.21
Less un-presented payments 2018-19	<u>-£ 3723.25</u>
Balance	£ 50995.81
Add receipts for 2019-20 to date	£ 600.57
Less payments for April 2019	<u>-£ 3110.96</u>
Balance	£ 48485.42

The following payments were approved

25.04.19	100733	Yorkshire Internal Audit Services	£320.00
	100734	Yorkshire Local Councils Assoc.	£ 754.00
	100735	Information Commissioners office	£ 40.00
30.04.19	100736	HMRC	£ 315.96
	100737	D W Geary	£1001.17
	100738	A Hill	£ 600.00
08.04.19	DD	BT Telephone	<u>£ 79.83</u>

Total £ 3110.96

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

19/018 Date of the next Parish Council meeting

RESOLVED that the next meeting of the Parish Council will be held on Tuesday 18th June 2019 commencing at 1900.

19/019 Other Business not requiring Notice.

Cllr Vaughan raised the issue of a property in Manor Garth being used for business purposes and that although reported to City of York Council there appears to have been no action.

City of York Councillor I Cuthbertson informed the members that he has raised this matter and will again follow it up with Enforcement Officers.

RESOLVED that the matter be noted.

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