

WIGGINTON PARISH COUNCIL

The Old School, Mill Lane, Wigginton, York YO32 2PU

Draft Minutes of the Annual Parish Meeting for the Parish of Wigginton held virtually at 19:00 on Tuesday 5 May 2021.

Present

Cllrs Gates (Chairman), Denton, Edwards, Finch, Lakey, Runciman, Spence and Vaughan. Ms Alysha Smith-Bednall (Haxby & Wigginton Youth and Community Association), Ms Cheryl Fisher (Citizens Advice York), Mrs Janet Denton (Wigginton Sports Playing Field Association), Haxby Town Councillor David Rice (Chairman of the Haxby and Wigginton Cemetery), Ward Councillor Ian Cuthbertson, two members of the public and the Clerk.

Chairman's welcome

The Chairman welcomed everyone to the meeting and explained that there would be three consecutive meetings, the Annual Parish Meeting of Wigginton Parish to be followed by the Annual Meeting and the Ordinary May meeting for Wigginton Parish Council and that the meeting would be recorded.

2101 To receive apologies for absence.

None were received.

2102 To confirm the minutes of the Annual Parish Meeting held on 14 May 2019 as a true and correct record.

It was RESOLVED to approve the minutes of the Annual Parish Meeting held on 14 May 2019 as a true and correct record.

2103 To receive the annual report of the Chairman of the Parish Council. Chairman's annual report for 20/21

Cllr Gates presented the annual report for 2020/21 for Wigginton Parish Council:

Despite the difficulties created by the pandemic, the year 2020-21 has been a very successful and busy year for Wigginton Parish Council.

We said goodbye to our Parish Clerk David Geary after more than nine years of dedicated service and wished him a happy retirement. Ian Cuthbertson had kindly stepped in to provide very capable interim cover.

We are happy to have found an excellent new Parish Clerk in Karin De Vries. Karin has been made most welcome by residents & councillors and has proven to be helpful & efficient.

During this year the new John Jeffery Community Pavilion at Wigginton Sportsfield has been completed and is now open for business. After some delays due to Covid the venue is proving to be very popular and now has a busy calendar of future bookings.

During the year the council has made grants to: Churchfield Open Space Committee, Haxby & Wigginton Youth Association, The Wonder Years, Wigginton Recreation Hall, The Old School, Toy Like Me and the Haxby Food-share Project.

The Council has also funded emergency repairs to Wigginton pond and is arranging reports to considering further work which may be necessary in future.

The old school building continues to be a popular and profitable venue and is now open again after Covid shutdown. Some maintenance work is needed. Remedial work has already been carried out & engineers' reports are currently in hand to determine what future work will be necessary.

The normal business of hedge cutting, grass cutting etc has continued as usual with positive comments from residents on the quality of the work carried out.

In addition to liaising & supporting the usual outside bodies: Churchfield Open Space Committee, Oaken Grove Community Centre, Haxby & Wigginton Joint Cemetery Committee, Haxby & Wigginton Neighbourhood Plan group, Environment Committee & Wigginton Sports & Playing Field Association, we have also taken part in the activities of a new group, Haxby & Wigginton Traders who are active in promoting our area to improve conditions for local traders.

The Annual Audit Report from the internal auditor for Wigginton Parish Council for the year ended 31 March 2021 has been completed and it was noted that there were no matters to give cause for concern.

I'd like to thank you to all Parish Councillors & residents for your continued support throughout the year.

2104 To receive to the annual reports from the Parish Council's representatives Wigginton Parish Council representatives to outside bodies and from other organisations within Wigginton Parish to include:-

a) Churchfield Open Space Management Committee.

Cllr Richard Denton presented the Churchfield Open Space Management Committee report for 2020/21:

The Covid 19 pandemic affected Churchfield as it has done for everyone in our country. We were unable to hold our bi monthly meetings and so it was decided that regular updates would be sent to committee members as some are not computer savvy. We have not held our AGM for 2020 or 2021, we will reschedule when indoor face to face meetings are again safe to undertake. During the first lockdown the play areas were closed completely in line with government regulations until opening was possible again. We followed all subsequent official instructions.

The children's play areas are well used and with the aid of grants received, a new play panel was installed along with 2 new cradle swing seats. The Wetpour beneath the older childrens swings was replaced.

The kickabout pitch is extremely popular being an all-weather surface and it is used virtually every day.

Some vandalism had taken place and an insurance claim was made for repair work. This took place alongside some "under guarantee" repairs to the pitch. Maintenance brushing, sanding and white lining has been undertaken by volunteers.

The well-equipped outdoor gym had a new step-up bench installed and the gym continues to attract users of all ages and abilities.

In Willow Garth several new nesting boxes were put up, these were donated by members of our community. Bird feeders are refilled on a regular basis. A wonderful display of spring bulbs was enjoyed by users and we look forward to seeing the wild flowers sown in previous years.

The enclosed dog walk field had a `doggy bag dispenser fitted, the funds for this were provided by a regular user of this popular facility. Volunteer's regularly fill in holes on the field left by our canine friends.

Throughout this time the ROSPA annual and 3 monthly operational inspections have been done.

Maintenance and minor repairs have been carried out by volunteers.

Thanks to a grant from Betty's Trees for Life we were able to plant 3 new native Rowan Trees in the Dog and Play Fields and supplement the hedging throughout the Churchfield site with 100 native, bird and insect friendly RSPB approved species.

Generally Anti - Social Behaviour has been minimal, the police are kept informed of any incidents. Daily litter picking is done by volunteers and the area is kept as clean and tidy as possible.

2020 saw Churchfield site receive a Green Flag Community Award again. Inspector's comments: - A joy to visit. This is a lovely community space - which is definably well used by local residents. An application has been made for assessment again this year.

COSC are very grateful to Wigginton Parish Council for our grant, this will be used this year to install new wetpour safety surfaces in the children`s play area. We also appreciate the grass cutting, hedge and tree maintenance and insurance undertaken by the Parish Council.

Fund Raising has continued with sales of produce and plants, charity collection box at the Village Stores and through grant applications. Our contingency fund continues to be built towards inevitable capital expenditure i.e. major repairs, replacement equipment etc.

Our audited annual accounts have already been sent to Wigginton Parish Council and distributed.

b) Haxby and Wigginton Youth & Community Association.

Alysha Smith-Bednall, the youth manager at Haxby and Wigginton Youth & Community Association (HWY&CA), spoke about the activities of the Association for 2020/21.

Alysha explained that she'd been in post for a little over two years and welcomed the opportunity to meet Councillors. HWY&CA and the youth provision was hit hard by the pandemic, it had to close although it could briefly reopen between lockdowns. The Association had welcomed the library to the Oaken Grove building. HWY&CA had managed to win a postcode neighbourhood trust grant of £17,680 to allow the organisation to continue to operate and rebuild. With regard to the youth provision, that immediately went online. Staff worked hard to engage with young people online. They did a zoom youth group, Instagram engagement and also some online crafting groups. These activities were very successful. The youth provision is now back in person and HWY&CA are starting to see more young people coming back to face-to-face meetings. Cllr Lakey arrived during this presentation.

c) The Old School Management Committee. Cllr Peter Vaughan presented a report prepared between Cllr Vaughan and the Old School Administrator David Geary:

The year 2020-2021 has been a very difficult year due entirely to the Covid 19 Government lockdowns and restrictions arising from them. We are however, in a very strong financial position due to prudent

management in the previous 10 years and by way of Business Relief Grants received from the Government via City of York Council during the past 12 months.

Our hire receipts last year were extremely low but our total income was high due to the grants received. Our accounts for 2020-2021 have been prepared and are currently with our auditor.

Throughout the year we carried out regular weekly cleaning to maintain the high standard of hygiene necessary for such a facility. We have also installed hand sanitisers which will be continued now that the lockdowns are easing.

During the year we improved our internal storage arrangements and carried out routine maintenance and landlord's statutory checks for emergency equipment and gas. A major incident occurred externally with a burst undetected water main. Once detected it resulted in excavation and removal of lead pipework from the footpath into the kitchen.

We continue to invest in the Skipton Building Society and further funds will be transferred to this account this year.

We are now seeing a return of our wonderful customer base and by June 21st we hope to be almost back to normal. We will however be monitoring health and hygiene issues to help ensure our users remain safe and well.

Increased hiring of the building brings with it increased costs for energy, cleaning and maintenance. We have therefore continued the use of a professional cleaning contractor twice per week.

We are therefore looking forward to fully reopening and another successful year.

d) Wigginton Sports & Playing Field Association.

Mrs Janet Denton presented the report for the Wigginton Sports and Playing Field Association for 20/21:

No meeting was held in March 2020 due to the lockdown restrictions. Thereafter and to date our members swiftly adapted to monthly virtual video meetings. The only constant during this time was the grass and hedge cutting and we wish to thank Wigginton Parish Council for their continued support in organising and funding this. The May 2020 AGM was deferred – Our Treasurer Michael Haseltine wished to step down and a new Honorary Treasurer Kyle Ward was appointed. All other officers remained in post. The May 2021 AGM will be held virtually and notice of this has been posted.

2 new Trustees, Jonathan Leaf and Graham Elphee were appointed in November 2020. Jonathan Leaf accepted the role of Vice Chair. We sadly lost one of our Trustees Bill Tomlinson in September 2020.

All affiliation fees were postponed for 2020 but all clubs and the association were in receipt of Business Grants or Sports England grants. These have been used to maintain and, in many cases, upgrade the individual facilities. All clubs and the Pavilion have been subject to severe government and governing body restrictions and have been fully compliant with the regulations during the different stages of the pandemic. Re-opening of facilities has started and the Association looks forward to a return to normal activity over the next few months.

The Community Pavilion building was completed and hand over took place in February 2020 ready for fixtures and fittings. The building was named the John Jeffrey Community Pavilion in recognition of the years of dedicated service that John gave to the WSPFA, Grasshoppers and the larger community. The steering group for the pavilion disbanded and the running of the pavilion undertaken by the newly formed Wigginton Community Pavilion Trust Chaired by Paul Hurst. Bookings for this new wonderful facility remain very healthy. No formal opening of the facility to the general public has been possible and this will be discussed by the Pavilion Trust.

Upgrades and repairs have been made to the main driveway, front car park, roadway between the Squash Club and Football Field and a contribution paid for work undertaken on the Pavilion/Grasshopper car park.

The old Triathlete Building is now in need of repair or demolition and the way forward is being fully discussed in meetings.

It was proposed that a Joint Clubs Open Day be held in July 2020 for the residents of Haxby and Wigginton. Like so many other events this was postponed and will be reconsidered for this year.

On behalf of the Association the Bowls Club flew the Union Flag at half mast in honour of the passing of His Royal Highness The Prince Philip, Duke of Edinburgh.

e) Haxby & Wigginton Cemetery Committee.

Cllr David Rice, the Chairman of the Haxby and Wigginton Cemetery Committee, presented the annual report for the Joint Cemetery Committee for 2020/21:

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.

Business in the Cemetery included 40 Exclusive Rights of Burial Certificates compared with 23 last year and 52 Interments compared with 38 last year. Reserved Graves saw an increase from 9 to 17.

Business resulted in an increase in the budgeted income of £30,840.00 to an actual of £39,951.00.

The expenditure was budgeted at £16,207.94 with an actual of £23,431.66. The increased expenditure be due to Cllr Rice providing a lot of support over 2019/20 but less so in 2020/21 due to Covid.

The buy back scheme that was introduced to purchase back graves no longer required for any reason last year resulted in 0 buy backs.

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 32 is the current plot for full burials and the plot 30 is the current plot for cremated remains.

Charges from the 1st April 2021 have not been increased since 2020.

All burial graves are single depth due to the nature of the sandy soil, cremated remains graves are double depth.

Full details of the Cemetery Committees can be found on the web site for Haxby Town Council at www.haxbytowncouncil.gov.uk

f) Poor and Towns Land Charity.

Cllr Peter Vaughan, the Chairman of the Poor and Towns Land Charity, presented the Annual Report for 2020-2021:

This has been another quite year and regrettably no grant requests were received from the community or via the Primary School. We were however able to make a grant to a Laptop appeal that was organised locally for the benefit of the Haxby and Wigginton Primary School children.

Income to the fund has risen due to a small increase in the Wigginton Sports and Playing Field annual payment and from the Parish Council of a sum now equal to the rent they receive from the allotments. We are hopeful therefore that 2021-2022 will result in the fund being able to meet grant requests from the community.

The trustees will hope to communicate the fund to our churches, schools and other organisations who will be aware of community needs and hardships.

g. Citizen Advice Bureau.

Cheryl Fisher, the Outreach Adviser of Citizen Advice York, presented a few main points regarding the outreach at the Old School for 2020/21:

The past twelve months of lockdowns and restrictions have affected every element of our lives and society, as a whole, will continue to feel the effects for some considerable time to come. Whatever age or sex, no person has been untouched. As an organisation people turn to in times of trouble or need, Citizens Advice has had to rise to this challenge both on a local and national level to advise people in situations never experienced before. It has been a year of constantly changing rules affecting, amongst other things, personal liberty, benefits, housing and employment. In turn, we have had to frequently amend our systems, keep up to date with ever changing policies and legislation whilst adapting our normal operating practices to working from home and finding new ways of delivering advice. I think the only beneficiaries of all this have been our pets who have enjoyed having us at home more!

With the first lockdown we had to quickly establish new ways for clients to access our services as our usual face to face delivery was no longer possible. We have offered telephone advice for several years now but to this we added webchat and email services. As well as detailing this on our website we did many leaflet drops throughout York to hopefully capture those who do not use the internet so they knew they could still get hold of us by phone. We have both national and local contact telephone, email and webchat lines and clients have been busy using both. In addition, we have worked closely with the council and other emergency support services such as food banks to ensure help got to those in need as soon and as easily as possible.

A total of 154 residents from Wigginton and Haxby parishes that provided their postcodes have contacted Citizens Advice (some several times) from April 2020 to March 2021. These were dealt with both by our local York office and national telephone/webchat and email lines. 577 issues were advised upon and £88,251.00 of unclaimed benefits identified. Our York office alone dealt with debt issues amounting to £39,752.00. There will be some others who did not complete the full address sections on our webchat and email lines and therefore are not included. Although we could not offer the benefits of face to face advice, we could offer a rapid response, often getting back to the client to advise them within 24hrs of their initial contact. To those who found themselves plunged into situations of reduced incomes, job insecurity and, in many cases, having to apply for benefits for the

first time in their lives, at least we could offer the help and advice they required speedily. Obviously, other matters not related to the pandemic were still presented and advised upon covering consumer, personal and relationship matters, legal, immigration (who would have thought Brexit would be upstaged!) and housing issues.

The future, though at present now seems brighter, will still hold difficulties and ongoing problems for many with the threat of redundancies, reduced incomes and raised debt issues. We intend to return to delivering our face to face advice at The Old School in July with full safety precautions in place but appreciate there will still be those who will not want to engage in this manner. To allow for this and to prevent any possibility of close contact for waiting clients, we will not be offering a drop in service for the time being. Clients will need to pre-book their appointment through our office in York, using a designated phone line to ensure a rapid response. Once answered, they can elect to have either a face to face appointment or a telephone appointment. We will also still continue to offer the email and webchat services which will assist those who struggle to contact us if they are working

Hopefully we can help those who contact us to find their way through whatever the future holds for them and that this time next year I will be able to report on an improving and more stable situation.

2105 To receive resolutions from Parishioners

At this point in the meeting any registered elector of Wigginton Parish may raise any matter relevant to the business of the Parish.

No matters were raised.

2106 To confirm the date of the next Annual Parish Meeting

The date for the Annual Parish Meeting in 2022 will be confirmed next year.

The meeting closed at 19:43.