

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

**DRAFT** Minutes of the Meeting of the Parish Council held at 1900 on Tuesday 07.10.14 held in the John Jeffery Room at the Old School Community Hall, Wigginton.

**14/067 Present**

Cllrs Vaughan (Chair-part), Denton, Douglas (Chair-part), Firth, Fisher, Jeffery and Spence

Also present the Clerk, City of York Councillor T Richardson (part)

**14/068 Apologies for absence**

Cllrs Runciman & Unsworth and PCSO Smith due to a security incident in York.

**14/069 Declarations of interest**

Cllr Denton, Fisher and Spence in Churchfields Open Space Financial Assistance request.

**14/070 Report from the Neighbourhood Policing Team**

PCSO Smith supplied figures for September as follows:-

	September
Burglary-dwellings	2
Criminal damage	4
Drug Offences	0
Theft (Inc. cycles and shoplifting)	2
TUMV	1
Violence (incl domestic)	5
Others	1
Total	15
Last year	(21)

PCSO Smith reported that there have been ASB problems at Churchfield play area and Ethel Ward possibly involving the same individuals. A total of 7 ASB incidents occurred in Haxby and 1 in Wigginton. He also advised that there has been a linked incident of graffiti throughout the village.

He reported that should members or residents be interested in establishing neighbourhood watch schemes they should contact 101 and speak to him. There have been a number of changes to the Policing Team and include a new Inspector (Inspector Lee Pointon) and new service delivery manager (Mark Grimes). If it is necessary to discuss anything with PCSO Smith contact him on 101 then state his collar number 5520 or email him at [andrew.smith5520@northyorkshire.pnn.police.uk](mailto:andrew.smith5520@northyorkshire.pnn.police.uk)

**RESOLVED** that the matters be noted.

**14/071 Confirmation of Minutes of the Planning Meeting held on 23.09.14**

Members agreed the minutes of the previous meeting held on 23.09.14.

The Chair signed the minutes.

The minutes were accepted and signed

**14/072 Matters arising from the previous Planning Committee meeting**

The clerk reported that he has corresponded with the Planning Department at City of York in respect of planning application 14/0560 and possible breaches of compliance and forwarded comments in respect of planning application 14/02030 together with a resident's objections letter received by the parish council.

#### **14/073 To receive Planning Applications**

14/02145/FUL.32, Plantation Way, Wigginton, York YO32 2ZE. Two storey side and single storey rear extension, extension to existing garden curtilage to side including relocation of public right of way and 2m high boundary wall. Mrs Lesley Ackrel.

**RESOLVED** that we do not object but wish to make comments or seek safeguards as follows:-

The route of the main sewer is not obstructed by the repositioning of the public right of way and that the original access for emergency vehicles is restored and maintained.

14/02173/FUL.12, Barley View, Wigginton, York YO32 2TY. Erection of detached dwelling to side of 12, Barley View with detached double garage and new vehicular access from Rye Cross. Mr D Leeper.

**RESOLVED** that we have no objections

#### **14/074 Decision Notices.**

- a) 14/01923/FUL. York Riding School, Clifton Gate Business Park, Wigginton Road, Wigginton, York. Single storey side extension to commercial building. Mrs Lorna Marchi.

**APPROVED**

- b) 14/01793/FUL1, Home Farm Cottages, Wigginton, York YO32 2RD. Boundary extension to the rear gardens (retrospective). Mr and Mrs Wayne Roberts.

**WITHDRAWN**

**RESOLVED** that the decision notices be noted.

#### **14/075 Confirmation of Minutes of Parish Council meeting held on 02.09.14**

Members agreed the minutes of the previous meetings held on 01.07.14

The Chair signed the minutes.

**RESOLVED** that the minutes of the last meeting held on 02.09.14 be accepted as a true record.

#### **14/076 Matters arising from the Minutes of the Previous Parish Council Meeting.**

- a) Hedge cutting Walmer Carr/Lancar Close

The Clerk reported that the matter has now been completed and that Persimmon Builders have been invoiced £ 240.00 for the work.

- b) Haxby and Wigginton Youth and Community Association

Cllr Fisher informed members that following a meeting with managers of the association she has been informed that the preparation of the business plan is delayed due to the absence of the officer preparing it. It is anticipated that the plan will be available late December or early January.

- c) Seating around the village pond

The clerk reported that the seating repairs have now satisfactorily completed.

- d) Churchfield Open Space Committee-support for financial assistance and payment without invoice

The clerk reported that the Churchfield third party support payment of £2542.00 is requested without appropriate invoice. The matter has been discussed with the Chairman and Finance Committee Chair and referred to the Internal Auditor for advice. The advice received is that providing there is sufficient paper trail and appropriate receipts are obtained the payment can be made.

**RESOLVED** that the payment be made.

- e) Grant award to The Wonder Years

The clerk informed members that the grant payment has been recommended and approved and as the financial agreement has been signed and returned by Wonder Years payment could be made.

**RESOLVED** that the payment be made

**RESOLVED** that the matters be noted and actioned accordingly.

**14/077 To confirm receipt of notes and minutes of meetings held since 02.09.14**

- a) Churchfield Open Space Committee meeting 08.09.14
- b) Notes of meeting with Clifton Gate developers representatives 12.09.14
- c) Planning Committee meeting 23.09.14
- d) Environment Committee 23.09.14

**RESOLVED** that the notes and minutes of meetings be noted

**14/078 To receive and discuss a request from Haxby Town Council in respect of merging to form a Neighbourhood Community Council**

The clerk informed members that he has received a request from Haxby Town Council in respect on the feasibility of merging. This was debated at length and points raised by members included:-

- a) Wigginton is and should remain independent
- b) There is an ethos in respect of village communities not experience by larger towns
- c) Managing the finances should be to the benefit of the village and administered by the Parish Council for the benefit of the residents.
- d) The Parish Council is a significant land owner and also owns property. The land is leased to external groups and the property is managed by trustees.
- e) Haxby is likely to grow quite considerably with the proposed development and expansion, this may result in the demerging of the current Ward to its former situation of two (2) separate wards.
- f) Wigginton will not in itself be expanded.
- g) There is an absence of a local plan
- h) Where necessary there is and will continue to be collaboration between the councils ie as in the Haxby and Wigginton Joint Burial Committee.

**RESOLVED** that the members are unanimously opposed to any merger. The clerk was asked to draft a response for members to consider and when approved to be advised to Haxby Town Council and City of York Electoral Services Manager for the purpose of the Community Governance Review for York 2014.

**14/079 To receive confirmation in respect of St Nicholas Church- local authority maintenance of churchyard**

The clerk informed members that he has received correspondence from City of York confirming that they (City of York Council) are to take over future maintenance of the churchyard at St Nicholas Church, Wigginton as from 1<sup>st</sup> January 2014 to include the following:-

1. Grass cutting in the churchyard
2. Maintenance of trees and hedges in the churchyard\*
3. General maintenance but excluding paths, walls, the capped well and the Garden of Rest

\*The clerk also informed members that the City of York Council have also noted that currently the Parish Council undertakes the grass cutting and hedge trimming works (highway side and top only) which they will undertake only when the Parish Council ceases to do so and have been formally advised of.

**RESOLVED** that the matter be noted.

**The Chair Cllr Vaughan left the meeting and Cllr Douglas took the Chair.**

**14/080 Clerks Update Report**

The Clerk reported on Parish Council business and on correspondence received and dealt with, the majority of which has previously been circulated to members. Particular items of note are:-

- a. Letter from Haxby Town Council to City of York Cllr L Cunningham-Cross in respect of a care plan for the elderly in Haxby and Wigginton
- b. Email from a local resident in respect of the allotments
- c. Invitation letter from the Benefice of St Mary's Haxby and St Nicholas Wigginton to the Remembrance Service at StMary's Church on Sunday 9<sup>th</sup> November at 3pm.
- d. White Rose update 09.09.14
- e. Traffic Calming solutions from Unipart-Dorman
- f. Confirmation of attendance at the annual carols around the tree on 15<sup>th</sup>December 2014 by Shepherds Group Youth Brass Band and Wonder Years children and parents and possibly the primary school choir.

**RESOLVED** that the matters be noted.

### 14/081 Financial Report

The Clerk presented the management accounts and reconciliation for September2014.

#### Bank Reconciliation

High Interest account Opening balance 01.04.14	£ 29891.57
Add interest received	<u>£9.81</u>
Balance 31.07.14	<b>£ 29901.38</b>

Current Account Opening balance 01.04.14	£ 9395.38
Less payments presented for 2013-14	£ -1276.04
Add receipts 2014-15	£ 46162.34
Less payments 2014-15 to 31.07.14	<u>£-24189.21</u>
Balance 31.07.14	£ 30092.47

Less unrepresented payments:-

September 2014	<u>£ -2761.44</u>
<b>Actual Balance</b>	<b>£ 27331.03</b>

Balance of all accounts31.05.14

High Interest Account	£29901.38
Current Account	<u>£ 27331.03</u>
Balance 30.06.14	<b>£ 57232.41</b>

September Payments for approval

03.09.14	100266	Haxby Helpers	£ 200.00	
	100267	Wigginton Over 60's	£ 400.00	
	100268	St Nicholas Church	£ 400.00	
	100269	Flying Ducks Theatre Group	£ 300.00	
100270		Wigginton Sports and Playing Fields Assc.	£1250.00	30.09.14
100271		Old school Mgt. Comm.	£ 80.75	
	100272	DP & KY Birdsall	£ 240.00	
	100273	DW Geary	£ 687.26	
	100274	HMRC	£ 198.63	
	100275	Sleightholm Landscapes	£ 1339.80	
	100279	S Barley	<u>£ 215.00</u>	
		<b>TOTAL</b>	<b>£ 5311.44</b>	

October payment approvals		
07.10.14100276	Churchfield (Yorwaste)	£ 2542.00
100277	Churchfield Open Space Comm.	£3300.00
100278	The Wonder Years	£ 500.00
100280	BT Payment Services	£ 91.50
	<b>TOTAL</b>	<b>£6433.50</b>

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

The clerk sought approval for the purchase of Arnold –Baker on Local Council Administration and Governance and accountability for Local Councils in the sums of £66.00 and £ 20.00 respectively.

**RESOLVED** that the purchases be approved.

#### **14/082 Reports from outside bodies.**

##### **a) Churchfield Open Space Committee**

Cllr Fisher informed members that fund raising was going well otherwise there is nothing to add other than to thank the Committee Chairman and Secretary for their hard work in the fund raising activities.

##### **b) Wigginton Sports and Playingfields Association**

Cllr Jeffery informed members all work was now completed at the playing fields and thanked the Parish Council for its financial support.

##### **c) Haxby and Wigginton Youth and Community Association**

Cllr Fisher informed members that she attended a meeting as reported in the minutes above.

##### **d) Haxby and Wigginton Joint Burial Committee**

Cllr Firth reported that a name change to Haxby and Wigginton Cemetery Committee was being considered. The clerk informed members that although that might be in agreement with the proposed name change the Burial Committee does not have the powers to make the change. A change of name request should be made to Haxby Town Council and Wigginton Parish Council for them to decide upon.

##### **e) Environment Committee**

Cllr Douglas informed members that at the meeting held on 23.09.14 it was agreed that the Church Lane tree work be carried out by Yorkshire Tree Surgeons in the sum of £ 696.00. The committee also received quotations for a height reduction in the hedge row bordering the allotments and Burrill Drive properties and for hedge trimming to the Mill Lane hedgerow on the allotments side. Members agreed to the work being carried out in the sums of £ 600.00 and £200.00 respectively.

The proposed work at Westfield lane was referred back to the Environment Committee as this may now be required to be carried out in the Spring of 2015.

##### **f) Wigginton Old School**

The clerk informed members that the Ward Committee has awarded the Old School a grant of £ 1000.00 towards further car park repairs and installation of a basic fire alarm system. He also reported that at the half year end the Old School has had record bookings.

##### **g) Haxby and Wigginton Ward Committee**

Cllr Firth informed members that there is a Residents meeting in the Old School on the 8<sup>th</sup> October.

**RESOLVED** that the reports actioned and noted.

**14/083Date of the next Parish Council meeting**

**RESOLVED** that the next meeting will be held on **Tuesday 2<sup>nd</sup> November 2014** commencing at **1900**.

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