

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 21st July 2015 in the John Jeffery Room at the Old School Community Hall, Wigginton.

15/035 Present

Cllrs Vaughan, Denton, Firth, Fisher, Gates, Jeffery, Runciman (part only) and Wreglesworth.

15/036 In Attendance

City of York Cllrs I Cuthbertson (part only), T Richardson (part only), Andrew Towler
Your Locale and the Clerk.

15/037 Apologies for absence

Cllrs Douglas and Spence

15/038 Declarations of interest

Cllr J Gates declared an interest in 15/031a 22, Mill Lane.

15/039 To receive crime statistics report from Neighbourhood Policing team

The clerk presented the figures for June 2015. He pointed out that an increase in anti-social behaviour was reported by representatives at the Ward Team meeting held on 15.07.15 but that the crime report figures received do not indicate a problem. It is essential that members of the public report all incidents using 101, that way the police will be aware of problems.

June

Violence	2
Damage	4
Fraud	1
Other	1
Theft	3
TUMV	2
Total	13

RESOLVED that the crime statistics be noted.

15/040 To receive and discuss Planning Applications

- a. 15/01324/Haxby Methodist Church, The Village Wigginton, York YO32 2JJ.
Removal of existing front porch and erection of replacement, extend external corridor and form part first floor within existing roof space to include insertion of roof lights. Haxby and Wigginton Methodist Church.

RESOLVED that we have no objections

- b. 15/01549/TPO 11, Lockey Croft, Wigginton, York YO32 2FP. Remove branches from Oak tree protected by Tree Preservation Order No. 64/1984. Mrs Anita Harrison.
RESOLVED that we have no objections
- c. 15/01435/FUL 34, Minster View, Wigginton, York YO32 2GN. Two storey side and single storey rear extension. Mr Phil Langley.
RESOLVED that we have no objections
- d. 15/00670/FUL Revised plans and description received. Lesley Morrison Chiropodist, 27B, Mill Lane, Wigginton, York YO32 2PU. Single storey side and rear extensions to create additional treatment room (resubmission).
RESOLVED that we have no objections
- e. 15/01441/FUL Wigginton Grange, Corban Lane, Wigginton, York YO32 2RD. Removal of existing dwelling and erection of 1no. dwelling. Mr and Mrs Howard Gill.
RESOLVED that we have no objections

15/041 To receive Planning Application Decision Notices

- a) 15/01193/FUL Brecks Farm, Wigginton Road, Wigginton, York YO32 2RH. Removal of condition 4 of permitted application 05/00214/FUL preventing occupation of residential annex as an independent residential unit. Mr & Mrs V Pulleyn.
APPROVED without Conditions Planning permission
- b) 15/00732/FUL York Riding School, Clifton Gate Business Park, Wigginton Road, York. Relocation of caravans and erection of building for use as children's play building. Mrs Lorna Marchi.
REFUSED

RESOLVED that the matters be noted.

15/042 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 16.06.15

RESOLVED that the minutes of the last meeting held on 16.06.15 be accepted as a true record.

The Chairman signed the minutes.

15/043 Matters arising from the Minutes of the Previous Meeting.

a) Village pond

The clerk informed members that the pond repair work has been completed. Signage is now displayed at the pond requesting that members of the public do not put fish into the pond. He also informed members that together with Cllr Denton there has been considerable work carried out removing dead fish due to overstocking/heat and lack of oxygen in the water. The Environment Committee have considered the installation of a pump for aeration and have passed this back to the Parish Council for a decision. Quotations have been obtained to purchase or hire a pump and to provide electrical connections.

RESOLVED that the matter be left as is and that should the need arise again the clerk will arrange a temporary hire of a pump. It was further **RESOLVED** that consideration be given to appropriate planting of the pond.

b) Hedge cutting Church Lane

The clerk informed members that the work has been completed.

c) Solicitors meeting

The clerk confirmed that a meeting has taken place with the solicitor and attended by the Chairman. The solicitor will progress land registry arrangements for the Old School and the allotments and establish if the pond area is common land. The costs have been advised at £ 600.00 plus vat and disbursements.

d) 2015-16 Grant application review date

The clerk confirmed that the review date will be Thursday 29thSeptember 2015 at the Finance meeting.

e) Church Lane/Greenshaw Drive highway line markings

Members were informed that the matter is with City of York Highways Department and should be scheduled to be carried out in due course.

f) Highway repairs Hornsey Garth

Members were informed that the work was with the Highways Department and may be carried out in the future if scheduled and funds are available.

g) Hornsey Garth Dog Bin

The clerk informed members that matter has been dealt with by Cllr Gates and that he will be monitored the situation.

RESOLVED that the matters arising be noted and actioned accordingly.

15/044 To receive minutes of meetings held in since the last Parish Council meeting.

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

- a) Haxby and Wigginton Youth & Community Association meeting 16.06.15
- b) Cemetery Committee meeting 18.06.15
- c) Poor and Towns Land Trustees meeting 22.06.15
- d) Finance Committee meeting 23.06.15
- e) Haxby and Wigginton Youth & Community Association Go reach project report 03.07.15
- f) Haxby and Wigginton Youth & Community Association Outreach Final report 10.07.15
- g) Environment Committee meeting 17.07.15

The clerk informed members that the Environment Committee has referred the matter of additional grass cutting request for the Sports and Playing Fields to the Parish Council for consideration. **RESOLVED** that a maximum of two additional cuts would be permitted when necessary during the grass cutting period at the agreed costs within the Tender. Requests will be made to the clerk to ensure financial management.

RESOLVED that the minutes be noted

15/045 To receive and discuss amendments to Standing Orders, Financial Regulations, Internal Systems of Control and Risk Assessment.

The revised Standing Orders have been issued previously to members, the amendments were outlined by the Parish Clerk and particular reference was made to the increased monthly financial checks that have been introduced. Cllrs Denton and Fisher informed the members that they had carried out a reconciliation and the revised checks for the June accounts and that they are very thorough.

RESOLVED that the revised Standing Orders be adopted and that two members would carry out the future monthly checks. It was also **RESOLVED** that the Effective Management of Recording of Parish Council meetings would be displayed.

15/046 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) Section 106

The clerk informed members that he has been informed by City of York Councils Planning Enforcement team that £ 1172.00 is outstanding for 18, The Village 13/03286/FUL. Checks are being made to discover why the monies have not been released and £ 22196.00 payment for 22, Mill Lane 09/02247/OUT & 11/01969/REM is overdue and needs to be chased by the Planning Enforcement team.

He also informed members that enquiries were in hand in respect of Belfry Court s106 monies.

RESOLVED that the matter be monitored and progressed by the clerk with City of York Council.

b) Hedge Cutting Westfield Lane/Greenshaw Drive

Cllr Jeffery advised the clerk of hedge cutting at the school. The matter was referred to City of York Council

c) Post Office closure

The Post Office have informed the public that the existing Haxby branch will close at 17.30 on 30th July 2015 and reopen at McColls Retail Store 19, The Village, Haxby on 31st July at 13.00.

Millennium Wood

A resident has complained about the state of the footpath, steps and handrails. This is a matter for the Woodland Trust and the resident has been advised.

d) Seat repairs

Cllr Denton had informed the clerk of the need for repairs to be carried out to a seat between the Recreation Hall and The Medical Centre. Work has been completed by a local contractor in the sum of £ 40.00.

e) Draft Local Plan 2015-15 document

This will be discussed at a meeting to be arranged and a Parish Council response prepared.

RESOLVED that the report be noted and actioned accordingly.

15/047 Financial Report

The clerk presented the Reconciliation and management accounts for June 2015.

Opening balance brought forward-current account	£10342.22
Opening balance brought forward- interest account	£ 29909.71
Less un-presented payments 2014-15	<u>-£ 3520.60</u>
Balance	£ 36731.33

Add receipts for 2015-16	£ 25357.15
Less payments to May 2015	<u>-£18007.97</u>
Balance	£ 44080.51

The following payments were approved

30.06.15	100348	D Atkins	£ 150.00
	100349	SLCC	£ 149.00
	100350	HMRC	£ 214.36
	100351	D W Geary	£ 728.53
	100352	BT Telephone	£ 95.77
	100353	Andrew Hill	£ 912.00

Total

£ 2393.66

RESOLVED that the Financial Report and Accounts be accepted. It was also noted that a further level of financial control has been introduced for the monthly reconciliation involving invoice, bank statement, cheque book, receipts and non-presentation of payments and receipts as detailed in the revised Standing Orders see above 15/045.

It was also **RESOLVED** that a Direct Debit could be set up for payment of the BT telephone and Internet accounts.

15/048 To receive reports from outside bodies

a) Churchfield Open Space Committee

Cllr Fisher presented the Churchfield report

There has not been a committee meeting recently but regular bulletins on fund raising progress are issued.

The target required to complete phase 2/3 of the project is £26,529

Total accrued to date is £23,163

Required funds are £ 3,366

Since last month the additional funds raised are:-

£355 Wigginton School Summer Fayre

£117 Car Boot Sale

£ 10 per week from collection box in Wigginton Village Store

The Committee are still waiting to hear about the Duke of York Award, but the impression was that the visit of the assessors was a success.

Further good news is a win in the Aviva Community Fund prize draw, resulting in a prize of £500.

Finally it is good to be able to report that the play area is used by a number of groups and there is also adult fitness sessions held twice a week.

b) Wigginton Sports and Playing Fields Association

Cllr Jeffery informed members that there was nothing significant to report. He pointed out that he worked alone to keep the playing field in good order.

Members agreed that this matter should be discussed at a future meeting.

See also 15/044g above

c) Haxby and Wigginton Youth & Community Association

Cllr Fisher presented a report received from the Association as follows:-

The monthly meeting last Thursday, which mostly consisted on following up the day to day running of the premises. The Outreach Programme has now ended and the reports would indicate that it has been successful. However it was not self-funding, so there is not anything in place to continue with it.

The quarterly figures are showing an increase in bookings more than had been predicted so that is encouraging.

They are having a meeting to determine what the charges should be for the next year.

d) Haxby & Wigginton Cemetery Committee

There was nothing to report. The next meeting of the committee will be held on 18.08.15

e) Environment Committee

There was nothing additional to report. See 15/044g above

f) Old School Management Committee

The clerk informed members that the fire alarm has been installed and is due to be commissioned this week. Additional work will then be undertaken to install smoke detection throughout the building as requested by North Yorkshire Fire & Rescue Service.

g) Haxby & Wigginton Ward Committee

A well-attended Ward team meeting was held on 15.07.15. The next Ward meeting is planned for 15.10.15.

15/049 Date of the next Parish Council meeting

RESOLVED that the next meeting of the Parish Council will be held on **Tuesday**

15th September 2015 commencing at **1900**. It was also proposed that a further meeting be arranged to discuss the Draft Local Plan and the Neighbourhood Plan. The clerk will contact members in due course with a date for the meeting.

15/050 Other Business not requiring Notice.

Cllr Wreglesworth informed members of a serious accident potential with a section of hedgerow that extends to the roadway. This is situated just beyond the City of York FC Training ground on Sutton Road. There is a likely contact potential with motor vehicles of all types and possibly cyclists. Cllr Richardson agreed to inspect the site and report the matter to highways for urgent action.

15/051 Neighbourhood Planning

The Chairman introduced Andrew Towlerton of YourLocale who gave an excellent presentation of Neighbourhood Planning. He agreed to provide the clerk with his presentation for circulation to members. At the conclusion of the presentation there was a question and answer session.

The Chairman thanked Andrew for the presentation.

RESOLVED that a further meeting of the Parish Council be held to discuss the matter further.

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