

**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 1930 on Tuesday 20.09.16 in the John Jeffery Room at the Old School Community Hall, Wigginton.

**16/048 Present**

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

**16/049 In Attendance**

City of York Cllr I. Cuthbertson, Mr N Middleton- Corville Wealth Management (part). Mrs J Macey resident and representative of Friends of Barley View (part).

**16/050 Apologies for absence**

Cllr J Jeffery

**16/051 Declarations of interest**

Cllrs Firth, Finch and Vaughan in respect of 16/058a and Cllr Vaughan in respect of 16/058e.

**16/052 To receive crime statistics report from Neighbourhood Policing Team**

The clerk informed members that he has received incident information only and a brief report of crime statistics from North Yorkshire Police for July and August.

For July there were no incidents of note, nothing to report on crime trends and no anti-social behaviour issues.

For August there were 4 calls on the 24<sup>th</sup> to Mancroft Park reporting children camping and being noisy. There have been 6 burglaries mainly garages where cycles and power tools were taken. There have been 3 reports of vehicle crimes.

**RESOLVED** that the matter be noted.

**16/053 To receive a presentation on Staff Pension**

Niall Middleton gave a briefing on the requirements for the Parish Council to have a suitable pension scheme in place for all employees. He recommended that the most cost effective scheme to enrol with would be that operated by Nest even though we might have no active members. Niall was thanked for his presentation.

**RESOLVED** that the parish council makes arrangements to establish a pension scheme with Nest.

### **16/054 Presentation by Mrs J Macey of Friends of Barley View.**

Mrs Macey was welcomed to the meeting and made a presentation in respect of the residents of Barley View scheme operated by her neighbours as follows:-

" We are a group of neighbours who have formed a Friends of Barley View Group. We have come together to improve our immediate living area and have been actively doing this for 4 years. The area we maintain is Barley View, Copwood Rye Close, Woodlands, Wheatley Drive, Brecks Close and Wheatfield Lane.

We have:-

removed overgrown grass from footpaths, edged the grass verges, reseeded bald grass areas, removed old and unwanted tree cages, pruned and removed suckers on street Maple trees, planted bulbs and bedding plants, installed 8 planters and a litter bin (which we also empty).

We intend to continue with this work .

We wish to preserve the work that we have done by installing signage as traditional signage is not working. Our proposals to the Highways Department have been approved but they have no funding for this. We are therefore seeking support from the Parish Council and Ward Committee in this regard".

Members congratulated the Friends group on their initiative and agreed to support the work and to write to the Ward Committee and ask that they provide appropriate signage. Mrs Macey was thanked for her presentation.

**RESOLVED** that we fully support the Friends of Barley View and that we write to the Ward Committee for their support.

### **16/055 To receive and discuss Planning Applications received**

None received

The clerk informed members that a Licencing Act 2003 application has been made by The Cottage Inn, 115, The Village in respect of proposed internal alterations. No comments are required from the Parish Council.

**RESOLVED** that the matter be noted.

### **16/056 To receive Planning Application Decision Notices**

- a) 16/01580/FUL 11, Delamere Close Wigginton York YO32 2QF.  
Single storey side and rear extensions. Mr Kevin Biscombe.

**APPROVED**

- b) 16/01587/FUL 7, Ascot Drive, Wigginton, York YO32 2QE. First floor side extension. Mr Chris Bailey.

**APPROVED**

- c) 15/1441/FUL Wigginton Grange, Cordan Lane, Wigginton, York YO32 2RH. Variation of condition 2 of permitted application to alter doors and windows and add single storey rear projection to allow existing well to remain. Mr H Gill

**APPROVED**

- d) 16/01660/AGNOT Wigginton Lodge Farm, Wigginton Road, York, YO32 2RH. Erection of an extension to an agricultural building. Mr G Stephenson.

**PROPOSAL NOT PERMITTED** (Planning application required).

### **16/057 Confirmation of Minutes of Previous Meeting held on 19.07.16**

Members agreed the minutes of the previous meeting held on 19.07.16

**RESOLVED** that the minutes of the last meeting held on 19.07.16 be accepted as a true record.

The Chairman signed the minutes.

### **16/058 Matters arising from the Minutes of the Previous Meeting.**

#### **a) Neighbourhood Plan Chairman's report**

Cllr Firth reported on the activities so far and that the group have made a Local Plan submission.

Currently they have asked their sub groups to prepare for their next meeting appropriate questions to put to residents.

#### **b) Vermin Control**

The clerk informed members that the matter has been dealt with and concluded. Members expressed concern at the amount of feeding taking place at the pond and of food being left around it. It was agreed that the notices will be reviewed and that the clerk will include a message in his Outlook notes.

#### **c) Weed killing**

The clerk informed members that he has corresponded with Russell Stone regarding weed killing and the reply indicates that City of York Council are satisfied with the current arrangements and do not envisage Parish Councils getting involved in such an activity.

#### **d) Gas main repairs**

The clerk informed members that the work has been completed. Northern Gas Networks have informed the Parish Council that they are not in a position to give details of any works planned up-to 2021, although there is a commitment to replace all of their pipework by that date. During 2017-18 they will advise us further on any planned work in the area.

#### **e) Highway Line markings**

Cllr Cuthbertson informed members that he has researched the cost of white lining and it is estimated that there will be a cost of approximately £ 140.00 per junction, a total of around £ 1700.00 is involved. Members agreed that this could be funded by the Ward Committee.

#### **f) Haxby and Wigginton Library**

Cllr Firth informed members that he attended a meeting to discuss the future of the Library and various options are being pursued.

Members agreed that the Mobile Library should visit Wigginton as it provides a valuable service to all residents.

**RESOLVED** that the matters be noted and acted on accordingly.

### **16/059 Confirmation of Minutes of Previous Meeting held on 23.08.16**

Members agreed the minutes of the previous meeting held on 23.08.16

**RESOLVED** that the minutes of the last meeting held on 23.08.16 be accepted as a true record.

The Chairman signed the minutes.

### **16/060 Matters arising from the Minutes of the Previous Meeting.**

#### **a) Residents correspondence**

The clerk informed members that he has received 3 items of correspondence from residents. These have been submitted to City of York Council along with the Local Plan response.

#### **b) Wigginton Parish Councils Local Plan response**

The clerk informed members that the Parish Councils response has been submitted to City of York Council and a copy was forwarded to the Chair and Clerk of Haxby town Council.

**RESOLVED** that the matters be noted.

### **16/061 To receive minutes of meetings held since 19.07.16**

- a) Wigginton Sports and Playing Fields Association 28.06.16
- b) The Environment Committee 26.07.16
- c) The Old School Management Committee 02.08.16
- d) Churchfield Open Space Committee 08.08.16

**RESOLVED** that the minutes received be noted.

### **16/062 To receive the revised Standing Orders July 2016**

The clerk informed the meeting that the revised Standing Orders have been circulated to members.

**RESOLVED** that the matter be noted

### **16/063 To receive the quarterly Citizens Advice Bureau report for April-July 2016**

The clerk informed members that he has received the quarterly report. During the period they dealt with 21 queries relating to:- housing (2), debt (1), benefits (10), employment (4), consumer (1), Family/personal (2), and legal (1).

The clerk also informed members that the CAB may be undertaking a lone worker risk assessment. Members agreed that they will do all they can to assist CAB to ensure the service is continued.

**RESOLVED** that the report be noted.

### **16/064 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) Letter of complaint from local resident concerning fence damage.**

The Clerk informed members that he received correspondence from Cllr Gates relating to damage to a residents fence caused during recent hedge cutting. The matter has been dealt with and the contractor has arranged for minor repairs to be carried out.

**RESOLVED** that the matter be noted.

## b) Annual return

The Clerk informed members that the annual return for 2015-16 has been returned from the auditors who have reported that it is accordance with proper practice and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The have reported 3 items not affecting their opinion and these will be discussed with our Internal Auditor on 18.10.16.

The annual return is on our website.

**RESOLVED** that the report be noted

## 16/065 Financial Report

The clerk presented the Reconciliation and Management Accounts for July/August 2016. He informed members that the monthly check has been carried out.

Opening balance brought forward-current account	£37241.85
Opening balance brought forward- interest account	£ 29926.57
Less un-presented payments 2015-16	<u>-£ 942.89</u>
Balance	£ 66225.53

Add receipts for 2016-17	£ 28961.70
Less payments for July/August 2016	-£ 30021.03
Balance	£ 65166.20

The following payments were approved

July	100455	Dutch Nurseries	£ 40.00
	100456	Staples –DW Geary	£ 26.99
	100457	Postage DW Geary	£ 7.70
	100457	Local Plan copying DW Geary	£ 75.78
	100458	A Hill	£1092.00
	100459	HMRC	£228.86
	100460	D W Geary	£ 762.64
DD	BT Telephone		<u>£ 91.42</u>
			£ 2325.39

August	100461	A1 Environmental	£ 420.00
	100462	Harpers	£ 247.32
	100463	Zurich Insurance	£ 54.75
	100464	DP & KY Birdsall	£ 1395.00
	100465	D W Geary	£ 762.64
	100466	HMRC	£ 228.86
	100467	A Hill	£ 1092.00
	100468	Void	
	100469	Yorkshire Tree Surgeons	£ 1452.00
DD	BT Internet		<u>£ 81.12</u>

**Total** **£5733.69**

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

## **16/066 To receive reports from representative bodies**

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

Cllr Fisher informed members that gym additional equipment has recently been commissioned and is already being well used. It was reported that the Muzzer will not be installed following complaints that it will result in increased traffic and noise.

It was noted that members of the committee may not have been declaring an interest in topics affecting them.

The clerk informed members that the Insurers have been notified of the additional equipment and we await the increased premium charge.

### **b) Wigginton Sports and Playing Fields Association**

There was no report.

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

The clerk informed members that we have received The Oaken Grove Annual Report for 2015-16.

### **d) Cemetery Committee**

Cllr Firth informed members that the next meeting of the committee is 25.10.16

### **e) Environment Committee**

The clerk informed members that the committee met on 26.07.16. Work is continuing with the drainage problems at the allotments.

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

The clerk informed members that the trustees held a meeting on 02.08.16 and a further meeting is planned for 15.11.16. Work is continuing with our upgrade of the kitchen and the building is being painted externally in accordance with our lease arrangements.

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

Cllr Gates informed members that the last Ward Committee meeting was held in July and that the minutes are available on the website. He agreed to forward minutes to the Parish Council for circulation.

**RESOLVED** that the reports be noted.

## **16/067 Date of the next Parish Council meeting**

**RESOLVED** that the next meeting of the Parish Council will be held on **Tuesday 18<sup>th</sup> October 2016** commencing at **1900**. The next Finance meeting will be held on Thursday 29<sup>th</sup> September.

## **16/068 Other Business not requiring Notice.**

### **a) Martin House**

The clerk informed members that Martin House are holding a coffee morning on 1<sup>st</sup> October at the Haxby Memorial Hall.

### **b) Trees at the Primary School**

Cllr Spence reported that the trees inside the grounds of the primary school are seriously overhanging and obstructing street lighting.

Members felt that this is something that the ward committee might be able to assist with, but also that the school should be advised.

Members also felt that the Primary School has some responsibility for periodic tree inspections.

**c) Office equipment**

Cllr Denton informed members that he had noted the condition and reliability of the clerk's office computer and printer and suggested replacements be sought.

The clerk agreed and will provide costings to the Finance Committee.

**d) Poor and Towns Land charity**

The Chairman informed members that the trustees are still anxious to help local residents but that there was a reluctance of those in need coming forward, although we currently have two requests for support which the trustees will consider at their next meeting.

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

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