

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

18/016 Present

Cllrs Gates (Chairman) Denton, Finch, Fisher, Jeffery, Runciman, Spence, Vaughan and Wreglesworth.

18/017 In Attendance

The Clerk.

18/018 Apologies for absence

Cllr Firth

18/019 Declarations of interest

None

18/020 To receive a report from North Yorkshire Police

The Clerk informed members that no report has been received for May, a request has been made to North Yorkshire Police for this.

Contact can be made with the police a) in an emergency by telephoning 999 and in a non-emergency 101. For general communication they can be emailed lee.pointon@northyorkshirepnn.police.uk or snayorknorth@northyorkshire.pnn.police.uk

Other useful links include:

Crime statistic www.police.uk/north-yorkshire/york-north/crime/

Community speed watch www.northyorkshire.police.uk/what-we-do/road-policing/community-speed-watch/

RESOLVED that the report be noted.

18/021 To receive and discuss Planning Applications received

- a) 18/01072/FUL. Welton Stables, Plainville Lane, Wigginton, York. Change of use of land and buildings to equestrian in conjunction with commercial livery and construction of a horse walker (part retrospective).

RESOLVED that we do not object.

- b) 18/01112/FUL. 2, Harewood Close, Wigginton, York YO32 2QH. Two storey side and single storey rear extensions and erection of 1.8m high boundary fence.

RESOLVED that we have no objection.

18/022 To receive Planning Application Decision Notices

- a) 18/00312/FUL. 69, Kirkcroft, Wigginton, York YO32 2GH. First floor side and rear extension, porch to front and installation of boundary wall and gate to part side and rear boundary.

Approved

- b) 18/00537/FUL. 125, Windsor drive, Wigginton, York YO32 2RZ. First floor side extension.

Approved

- c) 18/00560/FUL. 117, Windsor Drive, Wigginton, York YO32 2RZ. Two storey side extension and single storey front and rear extensions.

APPROVED

RESOLVED that the matters be noted.

18/023 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 15/05/18 and minutes of the Planning Committee meeting held on 01/06/18.

RESOLVED that the minutes of the last meeting held on 15/05/18 and the Planning Committee meeting held on 01/06/18 be accepted as a true record.

The Chairman signed the minutes.

18/024 Matters arising from the Minutes of the Previous Meeting.

a) Planning application 18/00885/FUL

The clerk informed members that he discussed the Parish Councils interests in the playing field (as landlord) with City of York Planning Department Solicitor and declared our interest in writing to them. Other issues involving access and rights have been raised through the consultation process which are being addressed.

RESOLVED that the matter be noted

b) Planning application 18/00992/FUL

The clerk informed members that following the planning meeting (01/06/18) he consulted with the City of York Electoral Services Manager regarding a boundary issue at Haxby/Wigginton junction of Moor Lane and The Village, who is now preparing information for the Parish Council to have the matter investigated.

RESOLVED that the matter be noted.

c) Neighbourhood Plan

Cllr Vaughan informed members that a further meeting of the group will be held on Wednesday 20th June 2018 at 7pm.

RESOLVED that the matter be noted

d) WSPFA Lease

The Clerk informed members that he has received confirmation from our solicitors that the lease has now been forwarded to the WSPFA Solicitors and we anticipate that the matter will be concluded shortly.

RESOLVED that the matter be noted and continue to conclusion.

e) Allotments hedgerow

The clerk informed members that quotations are being obtained and the matter will be reviewed at the next Environment meeting.

RESOLVED that the matter be noted and progressed accordingly.

f) WSPFA Signage

The Clerk informed members that the signage has been installed and the matter completed.

RESOLVED that the matter be noted.

g) Village Pond Repairs

The Clerk informed members that quotations are now being obtained and will be dealt with at the next Environment Committee meeting.

RESOLVED that the matter be noted and monitored.

h) Lifebuoy at Village Pond

The clerk informed members that a quotation has been obtained for a lifebuoy in the sum of £ 218.71 (including £36.45 vat) as suggested by the Environment Committee. Members whilst in agreement asked that City of York Council be consulted about such a provision.

RESOLVED that the Clerk consults on the matter with City of York Council.

18/025 To receive minutes of meetings held since May

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

Haxby Youth & Community Association 16/05/18

Wigginton Sports and Playing Fields Association 18/04/18

Cemetery Committee 12/06/18

Planning Committee 01/06/18

RESOLVED that the minutes be noted

18/026 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) Scarecrow Hunt

The Clerk informed members that Haxby & Wigginton Methodist Church awarded the Old School £ 658.25 from the Scarecrow Hunt funds.

A letter of thanks has been sent.

b) General Data Protection Regulations 2018

1) Privacy Notices

The Clerk informed members that Privacy Notices have now been sent to allotment holders and Old School regular hirers.

RESOLVED that the matter be noted

2) Data Protection Officer

The clerk informed members that YLCA/NALC have informed the Parish Councils that they have now been exempted from the requirement to appoint a Data Protection Officer.

RESOLVED that the matter be noted

3) Records Management Policy

The clerk informed members of the requirement to Adopt the Records Management Policy (previously circulated to members). The document details our obligations in respect of record keeping and eventual disposal or continued retention.

RESOLVED that the policy be adopted.

c) Residents complaint in respect of Wheatley Drive

The Clerk informed members that he received a copy of a letter sent by concerned residents to the City of York Council Leader Cllr I Gillies regarding the attitude of a council employee and allegation of damage to footpath by those who have been caring for the area. Cllr Runciman informed the members that the matter has now been resolved.

RESOLVED that the matter be noted.

d) Submission of York's draft Local Plan

The clerk informed members that City of York Council have notified all interested parties that the draft Local Plan has now been submitted to the Planning Inspectorate for examination.

RESOLVED that the matter be noted.

e) Carols around the Tree

The clerk informed members that the date of the Carols around the Tree is 17.12.18. Arrangements are being reviewed to include:-

1) An invitation to the Lord Mayor and Civic Party to attend.

RESOLVED that the matter be noted.

2) Hard standing for visitors- this has been costed at £ 1368.00 (incl. £ 228.00 vat)

RESOLVED that this will not be used.

3) Appearance of two (2) reindeer and Santa at a cost of £ 255.00 provided by Willow House.

RESOLVED that the clerk will make arrangements for the attendance.

f) Haxby & Wigginton Library Project

The clerk informed members that the Parish Council has been informed that the project to relocate the library to the Haxby Memorial Hall can not be delivered due to lack of funds. The City Council are now seeking alternative site locations and are in discussion with a potential venue. The City of York Councils contribution remains on the table for the project.

RESOLVED that the matter be noted.

g) Danger reduction scheme

The clerk informed members that there is a consultation taking place in respect of signage between Haxby and Strensall (Moor Lane to Usher Lane) including road markings and speed signage.

The clerk also informed members that the double yellow lines have been painted in The Village but due to objections are not as requested. This will be advised to City of York Council

RESOLVED that the matters be noted and actioned accordingly.

18/027 Financial Report

The clerk presented the Reconciliation and management accounts for May 2018.

Opening balance brought forward-current account	£18633.85
Opening balance brought forward- interest account	£ 9949.32
Opening balance brought forward-Skipton Building S.	£ 40313.90
Less un-presented payments 2017-18	<u>-£ 5739.13</u>
Balance	£ 63157.94
Add receipts for to May 2018	£ 28324.46
Less payments to May 2018	<u>-£11938.26</u>
Balance	£ 79544.14
Less reserves	-£ 22445.55
Available balance	£ 57098.59

The following payments were approved

14.05.18	100643	Zurich Insurance	£ 1480.21	
	100644	Dans Designs	£ 47.50	
30.05.18	100645	A Hill	£ 2616.00	
31.05.18	100646	HMRC	£ 290.15	
	100647	D W Geary	£ 920.40	100648
		OSMC	£ 658.25	
DD		BT Telephone/Internet	<u>£ 76.18</u>	
		Total	£5430.44	

The clerk informed members that further bank evidence has been requested by PKF Littlejohn in respect of the Annual Return. This is part of a national 5% additional audit requirement. Documents have been submitted.

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

18/028 To receive reports from outside bodies.

a) Churchfield Open Space Committee

Cllr Denton informed members that various grant applications were being made for funding towards the installation of an artificial playing surface. A number of applications have already been successful.

b) Oaken Grove Youth & Community Association

Cllr Finch informed members that the next meeting will be held on 26th June 2018.

c) Cemetery Committee

Cllr Vaughan informed members that the next meeting will be held on 21st August 2018 when land requirements will be discussed.

It was noted that a recent court settlement highlighted the importance of the monthly topple testing that is carried out by members.

d) Environment Committee

The clerk informed members that the next meeting will be held on 26th July 2018.

e) Old School Management Committee

The clerk informed members that the next meeting will be held on 24th July 2018.

f) Wigginton Sports and Playing Field Association

Cllr Jeffery informed members that the next meeting will be held on 20th June 2018.

Recent problems have been experienced in the evenings with youths entering the playing field. The access barrier is now locked at nights to prevent vehicle access.

g) Haxby and Wigginton Ward Committee

Cllr Gates informed members that there will be a ward walk about on 27th June 2018 commencing at 3-30pm from Haxby Hall.

RESOLVED that the reports be noted.

18/029 Date of the next Parish Council meeting

RESOLVED that the next meeting of the Parish Council will be held on **Tuesday 17th July 2018** commencing at **1900**.

Other meetings arranged:

Finance Committee 09.07.18

18/015 Other Business not requiring Notice.

None raised

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