

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

18/090 Present

Cllrs Firth (Chairman), Denton, Gates, Finch, Fisher, Runciman, Vaughan and Wreglesworth

18/091 In Attendance

PCSO A Smith (part) 1 member of the public (part) and the Clerk

18/092 Apologies for absence

Cllrs, Jeffery and Spence and City of York Councillor I Cuthbertson

18/093 Declarations of interest

None

18/094 To receive a report from North Yorkshire Police

The Clerk informed members he has now received a report for October there were 10 recorded incidents:-

Anti-Social Behaviour	3
Burglary	5
Violence	1
Theft	1

The Chairman invited PCSO Smith to comment on current police activities in the area. He explained that there has been an increase in crime (burglary) across the city and often involved criminals from outside the area. There is an ongoing programme to deal with this issue. In the new year there will be a programme of property marking. The Officers and PCSO's for the area have recently changed and are now Inspector Lee Pointon 1050, Sgt Christine Gardner 441, PC's Ryan Innes 419 and Ben Hallewell 1585 and PCSO's Jamie Gibson 3524/ Freya Newton, Andy Smith 5520, Chris Pitchford 5571.

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.

18/095 To receive and discuss Planning Applications received

- a) 18/02475/FUL. Wigginton Sports and Playing Fields, Mill Lane, Wigginton, York. Erection of single storey detached sports and community pavilion with associated access, footpaths, car parking and cycle parking, retention of existing floodlights and path lighting, relocation of 4 no. dugouts and revised football pitch layouts following removal of portacabins.

RESOLVED We have no objections

18/096 To receive Planning Application Decision Notices

- a) 18/01832/FUL. 64, Walmer Carr, Wigginton, York YO32 2SX. Erection of wooden gazebo to rear. (retrospective).

APPROVED

RESOLVED that the matters be noted

18/097 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 16.10.18.

RESOLVED that the minutes of the last meeting held on 16.10.18 be accepted as a true record.

The Chairman signed the minutes.

18/098 Matters arising from the Minutes of the Previous Meeting.

a) Neighbourhood Plan

Cllr Vaughan informed the members that a further meeting of the Neighbourhood Plan team is arranged for 2^{1st} November. It is now hoped to circulate the draft plan to all interested parties.

RESOLVED that the matter be noted.

b) Allotment hedgerow

The clerk informed members the matter was fully discussed by the Environment Committee who were unanimous in their decision that the hedgerow be removed and replaced by a 1.8m (approximately) wooden fence. Due to the value of the work exceeding the Parish Councils Financial Regulations limits, the work has been tendered to three local contractors. The tender documents have been prepared and circulated by J Steel a local Building Surveyor. He will also supervise the opening of the tenders during the first week of December 2018.

RESOLVED that the matter be noted and that affected residents and allotment holders be informed of the decision and actions to be taken.

c) Village Pond alterations

The clerk informed members that the Environment Committee have discussed the project and are in full agreement that the work be carried out, however, they are concerned with the timing of the work and have agreed that the work should now be carried out in the new financial year (2019-20). The work will be subject to a tender process in February 2019 using local contractors.

RESOLVED that the matter be noted and actioned accordingly in February 2019.

d) WSPFA highway access alterations

The clerk informed members that he is still awaiting confirmation of a start date from City of York Council.

RESOLVED that the matters be noted and actioned accordingly.

18/099 To receive minutes of meetings held since October

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

a) Cemetery Committee 23.10.18

b) Haxby & Wigginton Neighbourhood Plan Steering Group 02.11.18

RESOLVED that the minutes be noted

18/100 Quarterly report from Citizens Advice York

The Clerk informed members that he has received the quarterly report from Citizens Advice York. The report indicates that attendance by members of the public is down and that only 7 sessions were held rather than the scheduled 9 due to Outreach workers holidays and availability and attendance has been lower than expected. Matters dealt with included:-

Housing, Benefits, Consumer, Debt, Relationships/Personal.

The clerk also informed the members that he has discussed attendance with the Outreach worker and advised her that some local publicity would probably help with attendances.

RESOLVED that the matter be noted

18/101 Zurich Insurance reported possible data breach

The Clerk informed members that he has received an email from Zurich Insurance Group informing the Parish Council of a possible email security data breach. They have reported the matter to the Information Commissioner.

RESOLVED that the matter be noted

18/102 Report of firearms incident at WSPFA

The issue was discussed whilst PCSO Smith was still in attendance and the Clerk informed members that there was an alleged incident at the playing field resulting in the attendance of a number of police units. The matter was satisfactorily dealt with and the police are satisfied that no offence had occurred. The person with the firearms was a local resident who has full gun licences and insurance and was at the playing field at the request of the WSPFA to shoot certain birds. As a result of the incident a risk assessment has been forwarded to WSPFA for consideration and implementation.

Members agreed that any shooting permitted on the playing field was a matter for the WSPFA and that it must only be permitted if there is a risk assessment in place and that the Police are informed whenever the activity is carried out.

RESOLVED that the matter be noted and that WSPFA be informed of the Parish Councils requirements.

18/103 Proposal for Old school acoustics improvements

The Clerk informed members of problems with the acoustics in the Old School and that making improvements to them would enhance the building which in turn will improve sound quality for meetings, dance and music providers.

The work has been costed at £ 3722.00 for both rooms. The clerk suggested to members that as this was a building improvement that the cost should be carried by the Parish Council.

RESOLVED that the Parish Council will cover the cost of the acoustics improvements and that the installation should be carried out as soon as possible.

18/104 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) Outlook disclaimer

The clerk informed members that an article appeared in November edition of Outlook in respect of the Community Pavilion project. It appeared that the article had been written by the Parish Council which was not the case. The Editor of Outlook was contacted, and an agreed disclaimer will be published in the December edition.

RESOLVED that the matter be noted.

b) Carols around the tree

The clerk informed members that a risk assessment has been prepared and circulated to members in respect of safety at the annual event. He also informed members that the event programme has been completed and circulated to those immediately involved and that posters advertising the event are now displayed.

RESOLVED that the risk assessment be adopted and the matters be noted.

18/105 Financial Report

a) The clerk presented the Reconciliation and management accounts for October 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 to October 2018		£ 61004.93
Less payments to October 2018	-£	<u>32056.71</u>
Balance		£ 92106.16
Less reserves		<u>-£ 24365.55</u>
Available balance		£ 67740.61

Two members of the Parish Council have carried out a monthly check on the cash book and accounts.

The following payments were approved for October

10.10.18	100682	A Hill		£ 1356.00
		100683 Yorkshire Tree Surgeons	£ 216.00	
15.10.18	100684	Yorkshire Internal Audit Services		£ 320.00
31.10.18	100685	HMRC		£290.15
	100686	D W Geary		£ 916.14
		DDBT		<u>£ 76.18</u>

TOTAL

£ 3174.47

- c) The clerk informed members that the S 137 Finance agreements have received in respect of:-

Haxby & Wigginton Luncheon Club	£ 250.00
Haxby & Wigginton Seniors Social Club	£ 200.00
The Wonder Years	£1998.00
The Wednesday Club	£ 400.00

Annual grant to Churchfield Open Space Committee £ 3250.00

The Clerk informed members that the Financial agreement has not been received from Haxby and Wigginton Youth & Community Association.

RESOLVED that payment to Haxby and Wigginton Youth & Community Association be deferred to such time as the agreement is received, that other grant payments be made.

- d) The Clerk informed members that an additional signatory is required for the HSBC Parish Council bank accounts and that telephone banking would improve our management of accounts.

RESOLVED that Councillor Paul Firth be added to the bank account signatories and that an application be made to HSBC bank for telephone banking facilities to enable the Clerk to carry out online banking arrangements.

- e) The clerk informed members that the subscription fee to YLCA/NALC has been increased by 3.4% for 2019-20. This has been reflected in the draft budget.

RESOLVED that the financial report be noted, payments be authorised and matters actioned accordingly.

18/106 To receive reports from outside bodies.

a) Churchfield Open Space Committee

Cllr Denton reported on matters and in particular current fund raising and expectation. He informed members that Churchfield will be Haxby Co-Ops local good cause for the year.

Various repairs have been carried out and again they have applied for the Green Flag award.

b) Oaken Grove Youth & Community Association

Cllr Finch reported on matters and in particular drew attention to the recently circulated information regarding a Community Awards event to be held in July/August 2019.

c) Cemetery Committee

Cllr Vaughan informed members that the next meeting is arranged for 21.01.19

d) Environment Committee

The clerk informed members that a meeting is arranged for 10.10.18 at 1130 hours.

e) Old School Management Committee

The clerk informed members that a meeting is arranged for 10.10.18 at 1045 hours.

f) Wigginton Sports and Playing Field Association

Cllr Fisher informed members that the next meeting of the association is arranged for 21.11.18.

g) Haxby and Wigginton Ward Committee

Cllr Gates informed members that the next meeting is arranged for 10.01.19 he hoped that members could attend. He also informed members that it is not his intention to stand for re-election to the City of York Council at next year's elections.

RESOLVED that the reports be noted.

18/108 Date of the next Parish Council meeting

RESOLVED that the next meeting of the Parish Council will be held on **Tuesday 18th December 2018** commencing at **1900**, the Chairman informed the members that he will be absent for the meeting and asked that the Vice Chairman Cllr Gates take the Chair.

The next Finance Committee meeting is arranged for 27.11.18 at 1430 hours this is the budget meeting.

18/109 Other Business not requiring Notice.

None

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