

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

Draft Minutes of the Virtual (Zoom) Meeting of the Parish Council, held in three phases, commencing phase one at 1400 on Wednesday 17.06.2020.

20/016 Present

Cllrs Gates, (Chairman), Edwards, Denton, Finch, Spence and Vaughan

20/017 In Attendance

The Clerk and City of York Councillors I Cuthbertson.

20/018 Apologies for absence

Cllrs Lakey, Leaf, Runciman and Wreglesworth

It was noted that Cllr Lakey is currently in hospital. The Parish Council wishes him well and for a full recovery.

20/019 Declarations of interest

Cllr Vaughan and the Clerk declared an interest in the Old School Grant application minute 20/028e and Cllrs Gates and Denton declared an interest in the Community Pavilion Grant application 20/028d.

20/020 Chairman's opening comments

At the commencement of the meeting the Chairman informed members that the newly recruited clerk has informed the Parish Council that she wishes to terminate her employment which has been accepted.

Members were advised that City of York Councillor I Cuthbertson has offered to act as a temporary clerk until the Parish Council can re-advertise the position.

20/021 To receive a report from North Yorkshire Police

The Clerk informed members that no report has been received for May 2020.

Contact can be made with the police a) in an emergency by telephoning and in a non-emergency 101. For general communication they can be emailed

yvonne.taylor@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 matter be noted.

20/022 To receive and discuss Planning Applications received

- a) 20/00974/FUL. 38, Westfield Grove, Wigginton, York YO32 2QJ. 2 storey side extension and alteration to existing single storey rear extension.

Plus render coat finish to front elevation.

RESOLVED that we have no objections.

- b) 20/00973/FUL. 1, Corner Close, Wigginton, York YO32 2QB. Construction of a one bed single storey dwelling suitable for first time buyers or retirement.

RESOLVED by a majority of members present that we have no objections

- c) Licencing application: Event Coordin8 Ltd, Willow House Caravan Park, Wigginton Road, Wigginton, York YO32 2RH. For the granting of a premises licence (Live music indoors and outdoors, Monday-Sunday 12.00pm to

01.00pm.-Recorder Music indoors Monday -Sunday 12pm to 01.00am-Supply of Alcohol Monday to Sunday 11am to 01.00pm. Opening hours Monday to Sunday 0800am to 01.00pm Private/Invite functions only)

RESOLVED that the Parish Council has concerns in respect of the lateness of the hour for sales of alcohol and activities, the potential increase in traffic affecting Wigginton Road (B 1363) and the problems with noise affecting a substantial number of Wigginton residents.

20/023 To receive Planning Application Decision Notices

- a) 20/00640/FUL. The Leguer, 3, Hambleton View, Wigginton, York, YO32 2PN. Conversion of store and partial conversion of existing garage to living accommodation with installation of new windows and doors, re-roof and raise roof height, and use of render to this converted space and rear wall of existing dwelling.

APPROVED.

20/024 Confirmation of Minutes of Previous Virtual Meeting held on 20/05/2020

Members agreed the minutes of the previous meeting held on 20/05/20

RESOLVED that the minutes be accepted as a true record.

The Chairman will sign the minutes in due course.

20/025 Matters arising from the minutes of the meeting held on 20/05/2020

a) Draft Neighbourhood Plan

Cllr Edwards informed members that there has been no further progress. **Haxby Railway Station**

The Clerk informed members that he has now informed the City of York Councils Transport Projects Manager by letter of the Parish Councils support for the project.

RESOLVED that the matter be noted.

20/026 To consider and adopt the updated Standing Orders, Financial Regulations, Internal Systems of Control and Risk Assessment document 2020.

Members having been previously circulated with the Standing Orders accepted and adopted them.

RESOLVED that the 2020 Standing Orders be adopted.

20/027 To receive the Clerks report on matters and correspondence dealt with since the last meeting.

a) Allotments

The clerk informed members that all allotment lettings are now completed.

RESOLVED that the matters be noted.

The clerk informed members that he has received a request to provide a skip primarily for allotment 7A which has recently been re-let and requires a substantial amount of clearing with waste left by the previous tenant(s).

RESOLVED that a skip be ordered after discussion with the allotment holder.

b) Bank and Building Society Mandates

The clerk informed members that Proposed changes to the Bank Mandates changing the Primary Users/No 1 Signature respectively have been halted due to the situation arising from the new clerk's resignation. Both will need to be attended to again.

RESOLVED that the matter be progressed.

20/028 Financial Report

The clerk presented the accounts for May 2020.

a) Reconciliation

Opening balance brought forward-current account £ 4392.74

Opening balance brought forward- interest account £ 3465.16

Opening balance brought forward-Skipton Building S.	£ 44994.47
Less un-presented payments 2019-20	-£ 1443.88
Balance	£ 51420.69
Add receipts to May 2020	£ 31397.53
Less payments to May 2020	<u>-£ 8113.68</u>
Balance	£ 74704.54
Less reserves	-£ 10321.80
Available balance	£ 64382.74

b) Payments

The following payments were approved for May 2020 (to date) either by Direct Debit (DD) or Bank Payment (BP).

BP	P Dobson	£ 40.00
BP	Rosedale Northern Ltd	£ 32.76
DD	BT	£ 64.20
BP	Pinnacle Web Design	£ 512.00
BP	Browns Nurseries	£ 234.00
BP	MAH Garden Services	£ 1680.00
BP	F Vicary	£ 839.26
BP	D W Geary	£ 4207.90
BP	HMRC	<u>£ 1973.85</u>
	TOTAL	£ 9514.01

RESOLVED that the accounts be noted and payments actioned.

c) To consider long term support for Citizens Advice York

The clerk informed members that CAY have recently asked if we would commit to long term support for our local services.

RESOLVED that the Parish Council is committed to long term support of CAY.

d) To consider a grant request received from the Community Pavilion

The clerk informed members that a grant request for £ 2200.00 has been received from the Community Pavilion towards tarmacking a turning area close to the pavilion. The Ward Committee have already committed to awarding a similar amount which will allow for the project to be carried out.

Cllrs Gates and Denton took no part in the discussion or decision

RESOLVED that £ 2200.00 be awarded from S 106 reserves.

e) To consider a grant request from the Old School Management

The clerk informed members that a request has been received from the Old School Management Committee for assistance towards the unexpected costs of a mains water pipe burst, replacement and installation of £ 1680.00. The request for assistance of between £ 450.00 and £ 950.00.

Cllr Vaughan and the Clerk took no part in the discussion or decision (other than the Clerk informing members of the request).

RESOLVED that £ 950.00 be awarded under S 137.

20/029 To receive reports from outside bodies.

a) Churchfield Open Space Committee

Cllr Denton informed members that members of the public have been gaining access to the play area even though the area is padlocked off. Closure notices have been displayed.

b) Oaken Grove Youth & Community Association

Nothing reported

c) Cemetery Committee

Cllr Gates informed members that a virtual meeting of the Committee was held on 26.05.2020.

d) Environment Committee

Nothing reported.

e) Old School Management Committee

The clerk informed members that there is ongoing maintenance and that plans are being put in place for changes with the parish office use.

f) Wigginton Sports and Playing Field Association

Cllr Gates informed members that there is a meeting of the association on 18.06.2020.

He reported that the Community Pavilion is now fully secure and alarmed, that the damaged grassed area at the entrance is now repaired and that following reports of anti-social behaviour the dug outs are to be boarded over to prevent miss-use. He will discuss with the WSPFA committee security of the field during this lockdown period.

g) Haxby and Wigginton Ward Committee

Nothing to report

RESOLVED that the reports be noted.

20/030 Date of the next Parish Council meeting

The next virtual (Zoom) meeting of the Parish Council will be arranged for **7pm on Tuesday 21.07.2020**

Members bade farewell to David who attended his last meeting as Clerk and again thanked him for his past service, wishing well for the future.

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