

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 17/03/2020 in the Old School Community Hall, Wigginton.

19/154 Present

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

19/155 In Attendance

The Clerk and City of York Councillor I Cuthbertson

19/156 Apologies for absence

Cllr Lakey.

19/157 Declarations of interest

None

19/158 Chairman's opening

At the commencement of the meeting the Chairman informed members of two important issues:

a) Coronavirus and future meetings

The Chairman reminded members of the current problems associated with the Coronavirus and expressed his serious concerns about the health and welfare of employees, members and members of the public who might attend our meetings. He particularly expressed his concerns about the age of the majority of members being over 70 and for those having underlying health issues. Consequently, he felt it necessary to advise members that in his opinion, future meetings should be suspended, and responsibilities be delegated to the Clerk, in consultation with himself and the Vice Chairman (Cllr Spence).

RESOLVED that: The Parish Council empowers the Clerk/RFO, (in conjunction with the Chairman and Vice Chairman), to anything expedient and necessary to ensure the continuous business of the Parish Council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. Further all meetings of the Parish Council and its committees be suspended until further advice is available to the Parish Council.

b) Clerks retirement

The Chairman informed members that he has received written notice from the Parish Clerk/Responsible Financial Officer that he intends to retire on 30th June 2020. The length of notice will allow the Parish Council to carry out appropriate recruitment and allow for a suitable induction and hand over of responsibilities. The Chairman expressed his and the Parish Council's sorrow in the matter and sincerely thanked the Clerk for his hard work and success over the past 9 years.

RESOLVED that the Clerks retirement notice be noted and that Cllrs Runciman, Vaughan and Edwards having indicated their agreement, are asked to conduct the recruitment process and interviews leading to an appointment.

19/159 To receive a report from North Yorkshire Police

The Clerk informed members that during February 2020 5 incidents were reported:

Vehicle	1
Theft	1
Domestic Violence	2
Criminal Damage	1

The Clerk also informed members that he has been informed of an increase in Catalytic Convertors from parked motor vehicles.

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 report be noted.

19/160 To receive and discuss Planning Applications received

- a) 20/00312/FUL. 38, The Village, Wigginton, York YO32 2PJ. Single storey extension to the rear elevation. Rendered finish to all elevations and window replacement.

RESOLVED that we have no objections.

- b) 20/020/00381/FUL. 1, Arenhall Close, Wigginton, York YO32 2GT. Single storey wraparound extension to the side and rear elevations. Demolition of a concrete section garage and infill fencing.

RESOLVED that we have no objections.

19/161 To receive Planning Application Decision Notices

- a) 20/00018/FUL. 65, Green Dike, Wigginton, York YO32 2WY. Single storey side and rear extension.

APPROVED

19/162 Confirmation of Minutes of Previous Meeting

Members agreed the minutes of the previous meeting held on 18.02.20

RESOLVED that the minutes be accepted as a true record.

The Chairman signed the minutes.

19/163 Matters arising from the Minutes of the Previous Meeting.

a) Neighbourhood Plan

Cllr Edwards informed the members that although the team has recently met there is no further information on progress. The City Council have extreme pressures elsewhere, but matters will be progressed. Cllr Vaughan informed the members the City Council budget included £ 50000.00 for consultant's fees for the Neighbourhood planning.

RESOLVED that the matter be noted.

b) Accident Claim

The clerk informed members that there was no further progress and the matter may take some time to reach its conclusion.

RESOLVED that the matter be noted and monitored.

c) Village Notice Board

The clerk informed members that the new notice board has now been completed, painted and installed at the entrance to the Sports and Playing Field.

RESOLVED that the matter be noted.

d) Naming of the Community Pavilion

The Chairman read out a letter he had sent to the Parish Council, in his role as Chairman of the Wigginton Sports and Playing Field Association explaining that the word Wigginton would not appear in the Pavilion building signage, however it will appear in all correspondence and on the web site.

RESOLVED that the matter be noted.

e) Proposed Traffic Order 14/43

The Clerk informed members that the Parish Councils support for the continuous double yellow lines at The Village has been noted by City of York Council.

f) Explore Archives

The Clerk informed members that the Explore Archives have now taken possession of the following gifted Parish Council historic documents:

3 x Payments and Accounts Books 1907-48, 1949-70 and 1971-76

1 x Rent book 1935-42

1 x Parish Councillors Declarations book 1894-1960

1 x Planning book 1973-1983

1 X File Correspondence file

2 x Highways Payments books 1770-1818 and 1772-1794

! x Barclays & Co Ltd Union Bank book 1903-1917

Minute books 1859-81, 1912-24, 1938-54 and 1954-72

RESOLVED that the matter be noted.

19/164 To receive minutes of meetings held since February meeting

None received

19/165 B1363 Road Closure

The Clerk informed members that notice has been received in respect of overnight closure for the purpose of surfacing work on the B1363. Which is expected to continue to 21.03.20.

Members reported that there was a high noise level at times from the works being carried out.

RESOLVED that the matter be noted.

19/166 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) Minor amendments to WSPFA Lease

The Clerk informed members that there were still minor issues with the FF Solicitors and the new lease. The matter is being dealt with by Harrowells Solicitors.

b) Flexi Travel in York

The Clerk informed members that he had previously circulated to members proposals by City of York Councillor Andy d'Agorne (Executive Member for Transport. Members wishing to comment could do so.

c) Citizens advice York 2020-21 dates

The dates for 2020-21 will again be the 1st, 2nd and 3rd Wednesday each month. However due to the Coronavirus problems CAY will be conducting telephone only advice on 18.03.20. after which the situation will be reviewed.

d) Haxby and Wigginton Luncheon Club

The Clerk informed members that the Haxby and Wigginton Luncheon Club have confirmed in writing that their S 137 grant has been used for the purpose it was intended and again thanked the Parish Council for its continued support. Parish Councils web site has now been fully updated.

e) Haxby & Wigginton Probus Club

The Clerk informed members that the Haxby & Wigginton Probus Club have offered to supply daffodil bulbs for planting along Mill Lane (in front of the allotments). The Clerk will liaise with the club about the project.

f) Library Project

The Clerk informed members that he has received notice that the proposed library/scouts building project in Haxby will not now be continued, however on a temporary basis the library will locate at the Oaken Grove Community Centre in the summer.

RESOLVED that the matters be noted, and appropriate action taken where necessary.

19/167 Financial Report

The clerk presented the accounts for January 2020.

a) Reconciliation

Opening balance brought forward-current account	£ 6611.63
Opening balance brought forward- interest account	£ 3458.22
Opening balance brought forward-Skipton Building S.	£ 44649.21
Less un-presented payments 2018-19	<u>-£ 3723.25</u>
Balance	£ 50995.81
Add receipts to February 2020	£ 67077.22
Less payments to February 2020	<u>-£ 61047.53</u>
Less reserves	-£ 9305.55
Available balance	£ 47719.95

b) Management Accounts

The Management Accounts were presented and accepted.

c) Payments

The following payments were approved for January 2020

100805	HMRC	£ 315.96
100806	D W Geary	£ 997.20
100807	D Gray	£ 450.00
DD	BT	<u>£ 58.77</u>
	TOTAL	£ 1821.93

d) Year end audit

The Year end Audit will go ahead on 09.04.20 but will be mainly carried out on-line and by telephone due to the Coronavirus problems.

RESOLVED that the accounts be noted.

19/168 To receive reports from outside bodies.

a) Churchfield Open Space Committee

Cllr Denton informed members that the COSC has received a grant award from Betty's Ltd.

b) Oaken Grove Youth & Community Association

Nothing reported

c) Cemetery Committee

Meetings currently suspended.

d) Environment Committee

Nothing reported.

e) Old School Management Committee

The Clerk informed members that a number of cancellations have been received due to the Coronavirus problems.

f) Wigginton Sports and Playing Field Association

Nothing reported

g) Haxby and Wigginton Ward Committee

Nothing reported

RESOLVED that the reports be noted.

19/169 Date of the next Parish Council meeting

See 19/158a above-Meetings suspended due to coronavirus problems.

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