

# WIGGINTON PARISH COUNCIL

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Minutes of the Ordinary Meeting of Wigginton Parish Council Meeting held on Wednesday 21st July 2021 at 19:00 at the Wigginton Old School

## **Present:**

Councillors: Cllrs Gates (Chairman), Denton, Edwards, Finch, Lakey, Runciman, Spence and Wreglesworth

In attendance: Ward Councillor Cuthbertson, PCSO Smith and the Clerk

## **21/036 Chairman's welcome**

The Chairman welcomed everyone to the first meeting back in the Old School. He explained the Covid-safe rules for the meeting in accordance with the risk assessment.

## **21/037 Apologies for absence**

Apologies were received from Cllr Leaf.

## **21/038 Declarations of interest and requests for dispensations**

Cllr Gates declared an interest in agenda item 21/044.6.

## **21/039 To approve the Minutes of the Ordinary Meeting held on 23<sup>rd</sup> June 2021**

It was RESOLVED to approve the Minutes of the Ordinary Meeting held on 23 June 2021.

## **21/040 Open Forum**

### **1. To receive the June 2021 report from North Yorkshire Police**

PCSO Andy Smith provided some details regarding an incident that had taken place in the week before the meeting. He reported that anti-social behaviour was relatively low but that regular patrols would continue. The PCSO also raised that the end of lockdown could lead to a spate of break-ins. York City foundation were running their kick about sessions again at Ethel Ward as part of the police focus on redirecting young people to sports activities. He also suggested a joint community event for Wigginton and Haxby. The Chairman thanked the PCSO for his attendance and also praised the police for their exemplary response after the incident.

### **2. To receive a report from the Ward Councillors**

Cllr Cuthbertson gave an update on the ward's grant funding, including grants for football sessions, playgroups and drama sessions. Within Wigginton, Churchfield Open Space had received a grant and the finger sign at the end of Mill Lane was going to be refurbished. In collaboration with St Nicks, the Ward Councillors also wanted to convert some verges into wildflower meadows to help create corridors for wildlife and pollinators. In addition to this, the ward had requested brighter street lights and for footpaths to be tidied.

### **3. To receive residents' questions**

None were received.

## **21/041 To ratify delegated decisions made between meetings:-**

1. It was RESOLVED to confirm the delegated decision to adopt the Covid-19 risk assessment for the meeting of 21<sup>st</sup> July 2021. Cllr Cuthbertson left the meeting at this point.

## **21/042 Planning**

1. **To consider a response to the following planning applications:-**

- a) 21/01462/FUL – 80 Mill Lane. Single storey extensions to front, side and rear following demolition of existing conservatory and detached garage (resubmission).  
Only marginal changes had been made since the original plans and it was RESOLVED to object on the same grounds as for the original application, including overdevelopment, impact on neighbouring residents and the impact on road safety.
- b) 21/00383/FUL- 4 Townend Gardens. Enclosure of existing porch with associated external alterations (retrospective). No objections.
- c) 21/01662/FUL – 47 Windsor Drive. Single storey rear extension. No objections.

**2. To note details of planning applications decided by the City of York Council and to decide upon any necessary action:-**

- a) 21/00858/FUL. Ground floor window to front. Approved.

**3. To consider ongoing planning matters and decide upon any necessary action to include:-**

- a) Update in relation to the Rosevale nursing home signage.  
A large number of residents had complained due to the size of the signage. It was RESOLVED to write to the City of York Enforcement Team to request action.

**21/043 To receive information and decide necessary action on village matters to include:**

**1. To consider an update regarding the village pond**

One of the contractors had declined to price for the works due to difficulties with sourcing and pricing materials. Cllr Denton and the Clerk would work on submitting a grant application for the works.

**2. To consider a survey regarding the required maintenance works to the building fabric of the Old School**

Cllr Spence and Finch declared an interest in this matter. A request for funding had been received from the Chairman of the Old School Management Committee but it had arrived too late for inclusion on the agenda. The clerk was asked to request that the Old School Management Committee submits a grant application.

**3. To consider options for moving one of the noticeboards on the corner of Westfield lane and Mill Lane.**

The Chairman of the Old School Management Committee had suggested an alternative location for the noticeboard outside the health centre. A discussion took place about the need for a noticeboard specifically for Parish Council notices because the only notice board in use currently does not have enough space for general notices as well as Parish Council notices. It was noted that the Council's preferred option is to have one specific Parish Council noticeboard on the walls near the Old School and to consider another one for wider use later.

**4. To consider a request from the Haxby and Wigginton Traders Association to install a flower bed on the green to the front of the Playing Fields.**

The Clerk had circulated details about the request. Some concerns were raised regarding the proposed shape and the effect on grass cutting and ongoing maintenance. The Traders Association would be asked to consider a different scheme instead, such as the bulbs in front of the allotments.

**5. To consider correspondence from a local resident and decide on appropriate action by the Parish Council regarding bulbs and trees to be planted on Mill Lane and regarding action to reduce speed on Mill Lane.**

The Council was very sympathetic to the requests by the local resident as they fit well with the Council's objectives in its annual plan for 21/22. The practicalities of planting bulbs along the allotments' frontage were discussed. Although the planting of trees was also supported, Members did not support the proposed location in front of the allotments due to the narrow verge between the hedge and highways as well as the impact on the allotments. The consideration of a possible location for tree planting was deferred to the Environment Committee.

With regard to the highway issues, signs indicating how fast vehicles are travelling had been installed elsewhere, including Strensall, in areas with a proven speeding problem. It was RESOLVED to write to the Police, Fire and Crime Commissioner asking for a speed limiting sign, suggesting that one of those signs is installed and for the clerk to liaise with the ward councillors on this matter.

**6. To note correspondence from the Environment Agency and to consider suggestions for locations for tree planting.**

This item was delegated to the Environment Committee.

**7. To consider correspondence and note action on the broken telephone box near the Black Horse.**

Cllr Denton had removed the broken hinge arm and it had now been welded by a friend. Cllr Denton offered to install it after the meeting. Cllr Denton was thanked for his efforts.

**8. To note an update for the Carols around the Tree event on 13 December 2021.**

The Civic Party had agreed to attend. After some discussion about the potential Covid restrictions such as not being able to have refreshments inside, it was agreed that it was best to keep the event simple.

**21/044 Financial Matters and Governance**

**1. The Parish Council's Financial reports for June 2021**

It was RESOLVED to approve the Bank Reconciliation and Budget Monitoring reports for June 2021.

**2. Receipts**

None were received.

**3. To confirm the following payments.**

British Telecom	[DD]	£	<u>59.40</u>
Total		£	<u>59.40</u>

It was RESOLVED to confirm the payment of the above invoice.

**4. To approve the following payments.**

M.A.H. Garden Maintenance May	[BP]	£	1,680.00
M.A.H. Garden Maintenance June	[BP]	£	1,680.00
LHL Survey old school	[BP]	£	600.00
Wigginton Squash and Social Club. Room rent	[BP]	£	25.00
Salaries and oncosts July	[BP]	£	1,375.17
Home working allowance July	[BP]	£	26.00
Giffgaff. Monthly Plan	[BP]	£	<u>6.00</u>
		£	<u>5,392.17</u>

It was RESOLVED to approve the above invoices for payment.

**5. To consider the adoption of a Co-option Policy.**

A draft Co-option Policy had been circulated prior to the meeting. It was RESOLVED to approve the Co-option Policy.

**6. To consider authorising Councillor John Gates as Chairman of Wigginton Parish Council to sign the Lease of the Sports Playing Fields and Buildings in the favour of the Trustees for the Wigginton Sports and Playing Field Association in the presence of the Clerk.**

Cllr Gates had declared an interest and did not take part in the discussion nor the vote. Councillors Spence and Finch agreed to be signatories. It was RESOLVED that Cllr Spence and Cllr Finch be authorised to sign the Lease of the Sports Playing Fields and Buildings in the favour of the Trustees for the Wigginton Sports and Playing Field Association and that the Proper Officer shall witness their signatures.

**21/045 To consider correspondence received and decide action where necessary to include:-**

1. The following emails from YLCA were noted:-

- a) White Rose Updates, Law and Governance Bulletins and Training Bulletins.
  - b) The Queen's Platinum Jubilee Beacons -2<sup>nd</sup> June 2022. Some discussion took place regarding holding a street party, as suggested by the PCSO, on the 2<sup>nd</sup> June 2022 and it was agreed to liaise with the Traders Association to check whether they would support this option.
  - c) Invitation to the YLCA Joint Annual Meeting on Saturday 17 July 2021.
  - d) Standing Orders for the York Branch and report from MP.
  - e) HM Land registry (HMLR) Parish land ownership survey.
2. To receive emails from NALC
    - a) The Future Communities emails were noted.
  3. To receive emails from City of York
    - a) The Stakeholder updates from the City of York were noted.

**21/046 To receive reports from Wigginton Parish Council Committees and outside bodies, and to decide on any necessary action:-**

**1. Churchfield Open Space Committee**

Cllr Denton gave an update on the proposed wet-pour works. A quotation had been accepted with the works financed by a CoYC playground grant, a Ward Committee grant, an Arnold Clark grant, the Parish Council's annual grant and local donations and the works are forecast for 6 September 2021. He also mentioned that, sadly, one of the Betty's trees for life had been snapped in half.

**2. Haxby and Wigginton Youth & Community Association**

Cllr Finch gave an update on the defibrillator and the good financial position of HWY&CA due to Covid19 support grants from the City of York. The first Pop-in Coffee morning would be held on 10 August.

**3. Haxby & Wigginton Joint Cemetery Committee**

Cllr Denton said that a survey of 21 seats in the cemetery had been carried out. A bench presented by Wigginton Parish Council would need to be thoroughly renovated.

**4. Haxby & Wigginton Neighbourhood Plan Group**

The final version is on hold due to the final changes to the City of York Local Plan.

**5. Environment Committee.**

A meeting will be arranged before the next Ordinary meeting.

**6. Old School Management Committee**

The Old School is also financially secure due to Covid19 grants. It was noted that no minutes were received for the Management Committee. Cllr Spence offered to arrange for minutes to be forwarded.

**7. Wigginton Sports and Playing Field Association**

The Open Day scheduled for 31 July had to be cancelled.

**8. Haxby and Wigginton Traders Association**

Cllr Gates provided an update with regard to the intention to extend the Christmas lights into Mill Lane and for bunting provided by the City of York to be used for Yorkshire Day.

**20/047 To confirm the date and time of the next meeting**

It was confirmed that the next Ordinary meeting would be held on Wednesday 15<sup>th</sup> of September at 19:00 at the Old School.

The Chairman closed the meeting at 20:51.