

WIGGINTON PARISH COUNCIL

The Old School, Mill Lane, Wigginton, York YO32 2PU
Telephone 07724 205786 or 01904 763880 (answer phone)
Email: clerk@wiggintonparishcouncil.org.uk

Minutes of the Ordinary Meeting of Wigginton Parish Council Meeting held on Wednesday 15th September 2021 at 19:00 at the Wigginton Old School

Present:

Councillors: Cllrs Gates (Chairman), Denton, Finch, Leaf and Runciman

In attendance: Ward Councillor Cuthbertson, Ms Veronica Dep and the Clerk Ms Karin de Vries

21/048 Chairman's welcome

The Chairman welcomed everyone to the meeting and stated that Covid19-safe measures would still be in place.

21/049 To receive apologies for absence

Apologies were received from Cllr Edwards and Cllr Lakey.

21/050 To receive any declarations of interest and any request for dispensations

Cllr Finch and Leaf declared an interest in item 21/055.6.

21/051 To approve the Minutes of the Ordinary Meeting held on 21st July 2021

It was RESOLVED to approve the Minutes of the Ordinary Meeting held on 21st July 2021.

21/052 To resolve to adjourn the meeting in order to hold the Open Forum to include:

1. **To receive the July and August 2021 reports from North Yorkshire Police.**
The police reports were noted.
2. **To receive a report from the Ward Councillors.**
Cllr Cuthbertson reported on ward activities, including thoughts on establishing a wildflower meadow in collaboration with St Nicks and the grant of ward funding for two local projects.
3. **To receive residents' questions.** A representative of the Haxby Parochial Church Council, Ms Veronica Dep, spoke to the Council about promoting Wigginton's green credentials. Cllrs Runciman and Denton mentioned the various local projects already undertaken by the Parish Council, including the Millennium Wood, gardening clubs in school, bug hotels and tree planting at the Churchfield Open Space. The Chairman thanked Ms Dep for her input and information.

21/053 Planning

1. **To consider a response to the following planning applications:-**
 - a) **21/01775/FUL – 53 Green Dike. Single Storey rear extension.**
This application had been approved by the City of York prior to the meeting.
 - b) **21/01975/FUL – 153 Greenshaw Drive. Two storey side and single storey rear extensions.** No objections.
 - c) **21/01942/FUL – 42 Mill Lane. Part two storey, part single storey side extension and 3no. additional rooflights to existing single storey rear roof.** No objections.
 - d) **21/01974/FUL – 47 Hornsey Garth. 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) **21/01462/FUL – 80 Mill Lane. Single storey extensions to front, side and rear following demolition of existing conservatory and detached garage (resubmission).** Approved.

b) 21/01244/FUL - Jasmine Cottage. Plainville Lane. Conversion of garage to living accommodation, installation of oil storage tank. Approved.

c) 21/00383/FUL- 4 Townend Gardens. Enclosure of existing porch with associated external alterations (retrospective). Approved without conditions.

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

a) APP/C2741/D/21/3278177. 39 The Village. First floor and part single storey/two storey rear extension.

The appeal regarding planning application 20/02406/FUL had been dismissed.

b) Update in relation to the Rosevale nursing home signage.

Many residents had raised the inappropriate size of the signage. It was RESOLVED that the Clerk would write and for Cllr Cuthbertson to follow up on this correspondence.

21/054 To receive information and decide necessary action on village matters to include:

- To receive an update regarding the village pond and to consider instructing a structural survey.** Cllr Denton reported a grant application would be made to help with the expense of the necessary works. He explained that a structural survey would underpin a Lottery Grant application. An initial survey of residents had produced just under 100 responses. Cllr Denton also raised the reports of rats at the pond. It was RESOLVED to give the clerk delegated power for up to £500 to instruct pest control measures.
- To consider correspondence from a local resident regarding Green initiatives.** After the presentation in the Public Forum, the Chairman asked for Council to consider whether further action could be taken.
- To note progress on the Annual Plan 2021/22.** This agenda item was deferred to the next meeting.

21/055 Financial Matters and Governance

1. The Parish Council's Financial reports for August 2021

It was RESOLVED to approve the Bank Reconciliation and Budget Monitoring report for August 2021.

2. The following receipts were noted:

Allotment rents 21/22 £ 20.00

3. To confirm the following payments:

BT Telecom. Broadband and telephone	[BP]	£	59.40
PKF Littlejohn. Limited assurance review	[BP]	£	360.00
Old School. Room rent	[BP]	£	20.00
Salaries and oncosts August	[BP]	£	1,293.10
Home working allowance August	[BP]	£	26.00
Giffgaff. Monthly Plan	[BP]	£	6.00
BT Telecom. Broadband and telephone	[BP]	£	59.40
		£	<u>1,823.90</u>

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

4. To approve the following payments.

CAY. Advice sessions July-September 2021	[BP]	£	1,383.00
P.H. Dobson. Installing drain and levelling topsoil	[BP]	£	950.00
Salaries and oncosts September	[BP]	£	1,293.10
Home working allowance September	[BP]	£	26.00
Giffgaff. Monthly Plan	[BP]	£	6.00
T&T.A. Park Limited. Extra cut of hedge	[BP]	£	84.00
M.A.H. Garden Maintenance July	[BP]	£	1,680.00
M.A.H. Garden Maintenance August	[BP]	£	<u>1,788.00</u>
		£	<u>7,210.10</u>

It was RESOLVED to approve the above invoices for payment.

5. To receive PKF Littlejohn's notification of completion of the limited assurance review for the year ended 31 March 2021.

The review had been completed with no matters of concern raised.

6. To consider grant applications and to decide any necessary action:-

- a) **The Old School Management Committee.** After some discussion, it was RESOLVED to grant £1000 towards damp proofing works.
- b) **The Wigginton Wednesday Club.** It was RESOLVED to grant £400 towards a Christmas shopping trip.

7. To consider the renewal of Zoom from October 2021 onwards.

It was RESOLVED to renew the Zoom account for a year.

8. To consider the purchase of Microsoft 365 Business for use on the Parish Council laptop.

It was RESOLVED to purchase Microsoft 365 Business for the Parish Council laptop.

9. To note correspondence from Crombie and Wilkinson confirming receipt of the signed copy of the lease and counterpart of the Sports Playing Fields and Buildings in the favour of the Trustees for the Wigginton Sports and Playing Field Association.

The correspondence from Crombie and Wilkinson was noted.

21/056 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) National Resilience Strategy. Call for Evidence.
 - c) NALC policy consultation briefing -local nature recovery strategies.
 - d) Queen's Green Canopy Initiative – Plant a Tree for the Jubilee.
2. The emails from NALC were noted.
3. The following emails from the City of York were noted:
 - a) Stakeholder updates.
 - b) Notification from the Leader of the City of York Council in respect of Local Government Reorganisation (LGR) in York and North Yorkshire that City of York Council will remain as a unitary authority, alongside a new unitary authority covering the existing footprint of North Yorkshire County Council.
 - c) Support for Afghan refugees.

21/057 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 reported that tree plaques had been installed in the Willow Garth area, funded by Magic Little Grants. The wet-pour project had commenced. Cllr Denton expressed the gratitude of the Churchfield Open Space Committee for the grant from the City of York Community Challenge Fund.

2. Haxby and Wigginton Youth & Community Association

Cllr Finch reported that a meeting had been held the night before the Parish Council meeting. The pop-in sessions had restarted.

3. Haxby & Wigginton Joint Cemetery Committee

A meeting would be held the week after the Parish Council meeting.

4. Haxby & Wigginton Neighbourhood Plan Group

A report was deferred to the next meeting.

5. Environment Committee

Cllr Denton reported that daffodils would be purchased and planted early October with the help of volunteers. An Environment Committee had been held the week before the meeting, mainly relating to the pond and the draft minutes had been circulated.

6. Old School Management Committee

Some discussion took place about the position of a replacement noticeboard. A noticeboard is often on the building or on the walls near the building, where a parish

council meets. The Clerk raised that there were statutory requirements to display the Annual Return as well as public notice of all meetings. These currently fill much of the space of the remaining noticeboard at the pond and notices from community groups, the City of York ward councillors as well as the Old School and the Recreation Hall could not be accommodated as a result. The proposed noticeboard would be of a suitable design for the historic nature of the Old School and would solely serve to display Parish Council notices. Cllr Finch offered to raise the matter with the Old School Management Committee.

7. Wigginton Sports and Playing Fields Association

Cllr Gates reported that speedbumps were being installed.

8. Haxby and Wigginton Traders Association

The Haxby and Wigginton Traders Association had been approached to support joint Jubilee celebrations.

21/058 To confirm the date and time of the next meeting

It was confirmed that the next Ordinary meeting would be held on Wednesday 20th of October at 19:00 at the Old School.

The Chairman closed the meeting at 20:36.