

# 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

Draft Minutes of the Ordinary Meeting of Wigginton Parish Council Meeting held on Wednesday 20th October 2021 at 19:00 at the Wigginton Old School

## **Present:**

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

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

## **21/059 Chairman's welcome**

The Chairman welcomed everyone to the meeting and reiterated the main Covid-safe measures for the meeting.

## **21/060 To receive apologies for absence**

Apologies were received from Cllr Edwards.

## **21/061 To receive any declarations of interest and any request for dispensations**

None were received.

## **21/062 To approve the Minutes of the Ordinary Meeting held on 15<sup>th</sup> September 2021**

It was RESOLVED to approve the Minutes of the Ordinary Meeting held on 15<sup>th</sup> September 2021.

## **21/063 To resolve to adjourn the meeting in order to hold the Open Forum to include:**

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

The police report for September was noted. Apologies had been received from PCSO Smith.

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

Cllr Cuthbertson mentioned that the City of York Council is currently setting the budget for the year 2022/23. Within the ward, the Ward Councillors had been busy with the proposed move of the library and the plans for al Haxby and Wigginton station. The ward had given two grants, one to the Haxby Town Junior Club and the other to Menfulness. The Ward Councillors had also been investigated whether the bridleway between Rosevale and Belfry court is adopted.

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

No parishioners' questions had been received.

## **21/064 Planning**

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

- a) 21/02071/FUL – Land lying to the north of Windsor Drive. Change of use of land to commercial tree nursery and siting of 2no. shipping containers with access drive from Windsor Drive. It was RESOLVED to make comments that matters of access, security and traffic should be addressed.
- b) 21/02050/FUL – 10 Barley View. Single storey extension to side and rear. No objections.
- c) 21/02192/FUL - 9 Kirkcroft. Single Storey side and rear extension. No objections.
- d) 21/02187/FUL – Wigginton Lodge Farm. Wigginton Road. Erection of 1no. agricultural store after demolition of existing wooden pole barn, extension to existing straw store and erection of 1no. agricultural shed. No objections.

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

- a) 21/01775/FUL – 53 Green Dike. Single Storey rear extension. Approved.
- b) 21/01942/FUL – 42 Mill Lane. Part two storey, part single storey side extension and 3no. additional rooflights to existing single storey rear roof. Approved.
- c) 21/01662/FUL – 47 Windsor Drive. Single storey rear extension. 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. Thanks to the intervention of the Ward Councillors, the excessive signage had now been removed.

**21/065 To receive information and decide necessary action on village matters to include:**

**1. To receive an update regarding the village pond and to consider instructing a structural survey**

Cllr Denton reported that an initial survey would help provide evidence of any faults in the pond edging which would be necessary for any grant applications. It was RESOLVED to approve the quotation for £800 plus VAT.

**2. To note the planting of daffodils along Mill Lane along the allotments.**

On Saturday 16 October 2021 Councillors Denton, Gates, Leaf and Runciman, Ward Councillor Cuthbertson and a number of local residents and the Clerk had planted daffodils along the allotments as well as along the village green. The Chairman thanked everyone who had volunteered.

**3. To consider a quotation for hedge cutting and general gardening at several locations in the village including the closed churchyard at St Nicholas Church**

The Clerk explained that the closed churchyard is the responsibility of the City of York but that the hedging and grass is maintained by the Parish council. Because additional hedge trimming works were required to enable resurfacing works on Greenshaw Drive, the works at a cost of £300 plus VAT had been instructed by the clerk in consultation with the Chairman. It was RESOLVED to approve the proposed works on Windsor Drive, Village Garth and the closed churchyard as per the quotation for a total of £570 plus VAT. After a general discussion of hedging, it was decided that the clerk would get in touch with the school to ask why the school hedge had not been cut yet. The clerk would also monitor whether the hedge on Walmer Close needed to be brought to the developer's attention.

**4. To consider quotations for tree works**

A quotation for felling a silver birch in the Churchfield Open Space and a sycamore along Church Lane was awaited. The Clerk was asked to deal with the instruction of these works under delegated powers. In addition, the tree survey report had just been received and would lead to further less urgent tree works.

**5. To note a pest control survey around the pond and to consider a quotation for pest control measures**

The pest control measures for a total of £250 had been instructed under delegated powers.

**6. To note correspondence from Ward Cllr Hollyer regarding a community speedwatch initiative.**

The Chairman reiterated the request for volunteers. Cllr Gates, Leaf and Lakey volunteered to take part.

**7. To consider the purchase of wreaths for Remembrance Sunday**

Wreaths would be presented by Cllr Runciman to St Mary's church in Haxby and Cllr Leaf to the Wigginton St Nicholas Church. It was RESOLVED to purchase two wreaths.

**8. To receive an update on the Carols around the Tree event and to consider the purchase of Christmas trees**

It was noted that the Old School building would not be available for the indoor serving of refreshments due to Covid-19 restrictions. It was therefore decided not to serve drinks and mince pies. Some discussion took place on how the event could be held safely.

In addition, it was RESOLVED to buy two Christmas trees and it was delegated to Cllr Leaf to contact Browns regarding the ordering of the trees.

## 21/066 Financial Matters and Governance

### 1. To receive the Parish Council's Financial reports for September 2021

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

### 2. The following receipts were noted:

City of York Precept second half	[DC]	£ 31,250.00
----------------------------------	------	-------------

### 3. To confirm the following payment:-

BT Telecom. Broadband and telephone	[DD]	£ 59.50
-------------------------------------	------	---------

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

### 4. To approve the following invoices for payment:-

M.A.H. Garden Maintenance September	[BP]	£ 1,788.00
T&T.A. Park Limited	[BP]	£ 2,040.00
Poor and Town's Land. Contribution	[BP]	£ 800.00
The Old School. S 137 Grant	[BP]	£ 1,000.00
Wigginton Wednesday Club. S 137 Grant	[BP]	£ 400.00
Churchfield Open Space. S. 137 Grant	[BP]	£ 3,300.00
Salaries and oncosts October	[BP]	£ 1,293.10
Home working allowance October	[BP]	£ 26.00
Giffgaff. Monthly Plan	[BP]	£ 6.00
NALC. Webinar levelling up environment	[BP]	£ 38.93
Zoom. Annual renewal	[BP]	£ 143.88
YLCA. Webinar structures Committees	[BP]	£ 22.50
Browns. Daffodils	[BP]	£ 96.00
The Old School. Rent September	[BP]	£ 50.00
Community Heartbeat. Defibrillator battery and pads	[BP]	£ 372.00
		£ <u>11,376.41</u>

It was RESOLVED to approve the above invoices for payment.  
Cllr Leaf left at this point.

### 5. To consider grant applications and to decide any necessary action:

- HWYCA. It was RESOLVED to grant £5,974.11 towards the cost of youth activities.
- Churchfield Open Space Committee. It was RESOLVED to grant a contribution of £3300 towards the running cost of the Churchfield Open Space.
- The Wonder Years. It was RESOLVED to award a grant of £1500 towards the cost of renovating the floor.

### 6. To consider allocating a budget for the purchase of Land Registry information.

It was RESOLVED to give the clerk delegated power to request title deeds and plans from the Land Registry as required for up to £120.

### 7. To consider that the Wigginton Parish Council signs a Deed of Surrender of Lease in respect of the Lease granted on 19<sup>th</sup> April 2010 to the Trustees of the Wigginton Sports & Playing Field Association

It was RESOLVED that the Wigginton Parish Council signs a Deed of Surrender of Lease in respect of the Lease granted on 19<sup>th</sup> April 2010 to the Trustees of the Wigginton Sports & Playing Field Association.

## 21/067 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.
2. The emails from NALC were noted.
3. The emails from City of York were noted.
4. Email from Explore York. Invitation to meeting -update Explore Haxby and Wigginton Library and City of York local study on 13 October. Cllr Finch reported that Cllr Gates and she had attended a presentation of plans for a new library extension at the Oaken Grove building. A consultation would take place from 20 October 2021 onwards.

**21/068 To receive reports from Wigginton Parish Council Committees and outside bodies, and to decide on any necessary action:-**

1. Churchfield Open Space Committee.  
The Churchfield Open Space had achieved the Green Flag Award for the 5th year running. The Open Space would be locked up every evening. Police are also stepping up patrols.
2. Haxby and Wigginton Youth & Community Association.  
Cllr Finch had attended the AGM for 20/21 and 21/22. The Haxby and Wigginton Youth & Community Association had been awarded a number of grants. New volunteers had signed up for the Pop Inn Café.
3. Haxby & Wigginton Joint Cemetery Committee. There was nothing exceptional to report.
4. Haxby & Wigginton Neighbourhood Plan Group. There was nothing to report.
5. Environment Committee.  
The items for discussion had already been covered elsewhere on the agenda.
6. Old School Management Committee. Correspondence had been received from the Chairman of the Old School Management Committee raising concerns about the proposed noticeboard. Some discussion took place about a different location for the noticeboard on the side wall between the allotments and the Old School as this would not detract from the character of the building. The Clerk was asked to write to the Old School Management Committee on behalf of the Parish Council to request a discussion about the various options.
7. Wigginton Sports and Playing Field Association. A meeting was scheduled for the day after the Parish Council meeting. There had been no appetite for planting trees on site.
8. Haxby and Wigginton Traders Association.
9. Cllr Gates reported that he had not been able to attend the last meeting but that he is liaising with regard to the Jubilee celebrations.

**21/069 To confirm the date and time of the next meeting.**

It was confirmed that the next meeting would be held on Wednesday 15<sup>th</sup> November 2021 at 19:00 at the Old School.

The Chairman closed the meeting at 20:39.