

Wigginton Parish Council

The Old School, Mill Lane, Wigginton, York YO32 2PU

Minutes of the Ordinary Meeting of Wigginton Parish Council, held virtually on Wednesday 26th April 2021, starting at 19.00

Present:

Councillors: Cllrs Gates (Chairman), Denton, Edwards, Finch, Lakey, Leaf, Runciman and Vaughan.

In attendance: Ward Councillor Cuthbertson, one member of the public, the Clerk.

20/148 Chairman's welcome

The Chairman welcomed everyone to the meeting and explained that the initial meeting date was postponed due to the mourning period for HRH Prince Philip. He set out the procedure for the virtual meeting.

20/149 To receive apologies for absence

Cllr Spence had sent her apologies. The reasons for the absence for Cllr Wregglesworth were approved.

20/150 To receive any declarations of interest

The Chairman declared an interest in agenda item 20/153 2c and 3d as an immediate neighbour.

20/151 To approve the Minutes of the Parish Council virtual meeting held on 17th March 2021

It was RESOLVED to approve the minutes of the Parish Council meeting held on 17th March 2021 as a true record.

20/152 Open Forum.

It was RESOLVED to adjourn the meeting to hold the Open Forum.

1. To receive the March 2021 report from North Yorkshire Police

The March police report was noted. The PCCO, Andy Smith, will attempt to attend the next meeting. The Clerk was asked to send him a link for the meeting.

2. To receive a report from the Ward Councillors

Cllr Cuthbertson mentioned that the ward committee had dealt with a number of grant applications including support for the Haxby foodbank. Some trespass is happening in the fields behind Windsor Drive. A mobile phone mast application had been received. A large number of planning application had been submitted within the ward. Cllr Cuthbertson had also looked into a couple of matters for the Clerk, related to trees amongst others a query raised relating to a tree in Church Lane and to the rear of Barley View and will contact her after the meeting.

3. To receive residents' questions. The member of the public raised some concerns about the request to have a duck island and nest boxes at the pond because ducks nest away from the pond. This item is on the agenda at 20/154.6.

The Open Forum was closed and the meeting resumed.

20/153 Planning

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

- a) 21/00496/FUL – 80 Mill Lane. Single storey side and rear extensions and porch to front following demolition of existing conservatory and detached garage. It was RESOLVED to object to this application due to the overdevelopment of the site. Moreover, the large footprint of the extension takes up most of the curtilage. The Council was also concerned about the limited remaining space for parking and the potential of creating traffic problems near the corner of Mill Lane.
- b) 21/00641/FUL – 6 Brecks Close. Two storey side extension, single storey rear extension and porch canopy to front. No objections.
- c) 21/00678/FUL – 15 Ascot Road. Single storey side and rear extension and new hardstanding to driveway. No objections.
- d) 21/00684/FUL – 57 Walmer Carr. Single storey rear extension after demolition of existing conservatory. No objections.
- e) 21/00704/FUL – 28 Minster View. Single storey side extension. No objections.
- f) 21/00816/FUL – 3 Minster View. Single storey rear extension. No objections.
- g) 21/0883/FUL – 84 Windsor Drive. Single storey front and rear extensions, conversion of garage to living accommodation including a pitched roof over the flat roof of the existing garage. No objections.

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

- a) 21/00079/FUL – 23 Manor Garth. Single storey side extension and alterations to single storey rear extension (amended description). Approved.
- b) 21/00157/FUL – 25 Lockey Croft. Dormer to rear. Approved.
- c) 21/00178/FUL – 2 Sunnyside. Two storey side extension and single storey rear extension. Approved.
- d) 21/00257/FUL – 10 Lockey Croft. Single storey side and rear extension. Approved.
- e) 21/00264/FUL – 21 Forest Close. Two storey and single storey side extensions, porch to front. Approved.
- f) 21/00397/FUL – 116F Greenshaw Drive. 2no. single storey side extensions. Approved.

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

- a) **Consultation by the National Grid on Yorkshire Green Energy Enablement Project proposals.** It was RESOLVED to submit comments that the council has a preference for the cable sealing ends and corridors in area A above B and that it does not approve of areas C and D.
- b) **EN020024-000006 The Planning Inspectorate. Scoping consultation as to information to be provided in an Environmental Statement (ES) relating to the Yorkshire Green Energy Enablement Development by National Grid (deadline expired).** After some discussion, this consultation was noted.
- c) **Appeal APP/C2741/W/21/3269998 – 1 Corner Close. Erection of 1no. bungalow (20/00973/FUL).** After some discussion, the appeal was noted.
- d) **Correspondence received regarding 21/00178/FUL - 2 Sunnyside. Two storey side extension and single storey rear extension.** An email had been received from residents who asked whether the PC can undertake action. The Council had objected to both the outline and reserved matters applications and would respond to state that they agreed with the sentiments. After some discussion of the merits of contacting York now the planning process has

been exhausted, it was RESOLVED that the Clerk would formally write to Yorkshire Water on behalf of and in support of concerned residents to register the Council's concerns about the approved development proposals due to the fact that drains to Windsor Drive and Steeple Drive. The Clerk would also write to the resident that we understand their concerns and that we'll write to Yorkshire water on their behalf.

20/154 To receive information and decide actions on village matters to include:-

1. To consider an update regarding the village pond.

A third quotation was still awaited. It was noted that the water level in the pond is extremely low.

2. To consider proposed locations for bike racks and flower planters in Wigginton village funded by the Haxby and Wigginton Traders. The Chairman had volunteered to attend meetings of the Haxby and Wigginton Traders Association on behalf of the Parish Council. He reported that a site visit had taken place to look at the location for flowers in containers constructed out of sleepers on the Village Green on the corner of Mill Lane.

3. To consider replacing one of the noticeboards on the corner of Westfield lane and Mill Lane.

A discussion took place regarding the replacement of one of the noticeboards but to move it to a different location. Any decisions were deferred to the next meeting.

4. To consider the problem of litter within Wigginton village.

A resident had contacted the Council to raise concerns about litter in Westfield Woods. The Woodland Trust appears to have cleared most of that litter. Cllr Denton had removed quite a lot of litter from this location. Cllr Denton also reported that a community litter pick arranged by Cllr Hollyer will take place the day after the meeting starting in Windsor Drive.

5. To consider correspondence raising concerns about a tree on Church Lane.

Some discussion took place regarding on the fact that the Parish Council does not own the snickets and should not take responsibility for tree works. The Clerk was asked to refer the query to the City of York Rights of Way team and an informative note to the officer responsible for TPO assessments.

6. To consider an email received regarding an initiative for a floating house on the pond and nesting boxes around the pond. Members appreciated the initiative by the resident to improve the habitats near the pond. Nevertheless, in the past an island was situated in the pond and it had caused a rat invasion. With regard to the nesting boxes around the pond, these could also encourage predations on the ducks and could cause an increase in the rat problem. Moreover, pond works are imminent and any installation would be counterproductive. The Clerk was asked to respond to the resident that the Council shares their concerns about the speed of cars causing the demise of ducks and that it is in favour of traffic-calming measures near the pond for both ducks and school children.

7. To note correspondence from York CVS regarding Growing Green Spaces grant funding. Unfortunately, the Council's application had not been successful.

20/155 Financial Matters and Governance

1. To receive the Parish Council's Financial reports (bank reconciliation and budget monitoring reports) for March 2021

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

2. Council noted the following receipts:

Allotment rents received in March 2021 £ 360.00

Wayleave	£	12.20
HMRC. VAT return	£	1840.13
Allotment rents received before 24 April 2021	£	<u>320.00</u>
	£	<u>2532.33</u>

3. To confirm the following payments:-

Yorkshire IAS. Interim audit 20/21	(BP)	£	350.00
YLCA. Subscription 21/22	(BP)	£	781.00
BT Telecom. Phone and internet	(DD)	£	64.20
ICO. Data Protection Fee 21/22	(DD)	£	35.00
Pinnacle Web Design. Website Services	(BP)	£	<u>594.00</u>
		£	<u>1813.50</u>

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

4. To approve the following payments:-

Salaries April	(BP)	£	1028.09
Home working allowance April	(BP)	£	26.00
Giffgaff. Monthly Plan	(BP)	£	6.00
HMRC. Income tax and NI April	(BP)	£	155.71
NEST. Pension contributions April	(BP)	£	<u>81.95</u>
		£	<u>1297.75</u>

It was RESOLVED to approve the above invoices for payment.

- 5. To receive the year end audit report and the Annual Internal Audit Report from the internal auditor for Wigginton Parish Council for the year ended 31 March 2021.** It was noted that the internal auditor concluded that there were no matters to give cause for concern.
- 6. To receive the internal audit report for the Haxby and Wigginton Joint Burial Authority for the year ended 31 March 2021.** The report for the Haxby and Wigginton Cemetery was noted.
- 7. To approve the asset register for the year ended 31 March 2021.** It was RESOLVED to approve the asset register.
- 8. To approve the Annual Governance Statement for the year ended 31 March 2021 and to note that the Chairman signs the Annual Governance Statement 2020/21.** It was RESOLVED to defer the approval to the May meeting.
- 9. To approve the Accounting Statements for 2020/21 and to note that the Chairman signs the Accounting Statement 2020/21.** It was RESOLVED to defer the approval to the May meeting.
- 10. To set the period for the exercise of public rights and to agree the publication on the website and notice board of the Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited together with the Annual Internal Audit Report, the Annual Governance Statement and Accounting Statements for 2020/21.** It was RESOLVED to defer setting the period for the exercise of public rights to the May meeting.

20/156 To consider correspondence received and decide action where necessary to include:-

1. The following emails from YLCA were noted:-
 - a) White Rose Updates and Training Bulletins.
 - b) New Code of Conduct produced by the Local Government Association.

It was agreed to consider the adoption of the Code of Conduct at the May meeting.

- c) Call for evidence about how remote meetings have been used during the pandemic.
 - d) His Royal Highness, The Prince Philip, Duke of Edinburgh, K.G., KT.
 - e) HRH Prince Philip -additional information.
 - f) HRH Prince Philip -additional information; computations of clear days and the convening of meetings.
 - g) Further guidance – computation of 'clear days' for the convening of a lawful council meeting and days of national mourning.
2. Emails received from NALC were noted.
 3. Emails received from City of York were noted.

20/157 To receive reports from outside bodies

1. Churchfield Open Space Committee

Cllr Denton gave an update including grant applications. He also mentioned that there was an increased amount of empty bottles and broken glass in the children's play area.

2. Oaken Grove Community Centre.

A meeting will be held on 27 April 2021.

3. Haxby & Wigginton Joint Cemetery Committee

The Cemetery was considered in good order.

4. Haxby & Wigginton Neighbourhood Plan Group

There was no news to report.

5. Environment Committee

A meeting is to be scheduled once quotations for the pond works have been received.

6. Old School Management Committee

Cllr Vaughan raised a report by the administrator of the Old School, David Geary, with regard to repairs that the Old School Committee will have carried out. The Chairman had visited the Old School. A report had been submitted too late for inclusion on the agenda for the Council to consider instructing an independent survey of what works are necessary to the building.

7. Wigginton Sports and Playing Field Association

The Chairman mentioned that speeding and dogs on the field were concerns. Changes to the signage re regarding the dog ban and speed limits are under consideration. The pavilion is fully booked as soon as it is allowed to be opened up.

Councillor Vaughan raised his intent to retire from the Parish Council at the May 5th meeting. He was thanked for his valuable work over the many years he'd been a Member.

20/158 To confirm the date of the next virtual Parish Council meeting

It was confirmed that the Annual Parish Meeting will be held by zoom on Wednesday 5 May at 19:00 with the Annual Meeting and the Ordinary Parish Council meeting immediately after the Annual Parish Meeting. The Finance Committee will meet on 28 April at 10:30am.

The Chairman closed the meeting at 20:25.