

WIGGINTON PARISH COUNCIL

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Draft Minutes of the Ordinary Meeting of Wigginton Parish Council Meeting held on Wednesday 15 June 2022 at 19:30 at the Old School.

Present:

Councillors: Cllrs Gates (Chairman), Denton, Edwards, Ferguson, Lakey, Leaf, Runciman, and Wreglesworth.
In attendance: Cllr Cuthbertson, two members of the public and the clerk Ms Karin de Vries

22/023 Chairman's welcome

The Chairman welcomed those present to the meeting.

22/024 To receive apologies for absence

Apologies were received from Cllr Finch.

22/025 To receive any declarations of interest and any request for dispensations

Cllr Gates declared an interest in agenda item 22/030/5.

22/026 To approve the minutes of the Extra-Ordinary Meeting held on 18 May 2022, the minutes of the Annual Meeting held on 18 May 2022 and the minutes of the Ordinary Meeting held on 18 May 2022

It was RESOLVED to approve the minutes of the Extra-Ordinary meeting held on 18th May 2022, the Minutes of the Annual Meeting held on 18 May 2022 and the Minutes of the Ordinary meeting held on 18th May 2022.

22/027 To resolve to adjourn the meeting in order to hold the Open Forum to include:

- 1. To receive the May 2022 report from North Yorkshire Police.**
A report about courier fraud was received and noted.
- 2. To receive a report from the Ward Councillors**
Cllr Cuthbertson reported that the Ward councillors were pleased to support WiggyFest in Wigginton and the Carnival in Haxby. Cllrs Cuthbertson and Pearson had enjoyed attending WiggyFest. The Chairman thanked Cllr Cuthbertson for the ward grant for WiggyFest.
- 3. To receive residents' questions**
A resident suggested that the pond area should be turned into a wildflower meadow and that they'd be able to play an active role in seeking funding for this. The Chairman explained that landscaping plans had to be postponed until the works at the pond are complete.

22/028 To consider the co-option of any eligible candidates to a vacancy on Wigginton Parish Council.

No applications had been received.

22/029 Planning

- 1. To consider a response to the following planning applications:-**
 - a) 22/00858/ADV – Black Horse Inn, 42-44 The Village. Display of 1no. externally illuminated totem sign, 3 no. externally illuminated fascia signs and 1no. non-illuminated chalk board, with a total of 3no. lanterns and 6no. floodlights. No objections.
 - b) 22/00939/FUL – Site lying to the north of Clifton Gate Business Park. Wigginton Road. Change of use of car park to siting of containers for use as self-storage – retrospective. No objections.
- 2. To note details of planning applications decided by the City of York Council and to decide upon any necessary action:-**
 - a) 22/00424/FUL – 2 Woodlands Avenue. Erection of 1.83m high fence- retrospective. Approved.
 - b) 22/00525/FUL – 8 Harewood Close. Two storey side and rear extension and single storey rear extension following demolition of garage. Approved.

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

- a) It was noted that the York Local Plan-Phase 3 would commence on Tuesday 12 July 2022 at 10.00am.
- b) Correspondence in relation to the proposed development at 11 The Village. The Council had been copied in on a letter from a local resident. The planning application had not been received yet.

22/030 To receive information and decide necessary action on village matters to include:

1. To receive an update regarding the village pond.

Councillors expressed concern about the number of geese and goslings at the pond and the droppings around the pond and on public footpaths. Moreover, the high number of geese would also lead to predation on any newly planted vegetation after the pond works. The Clerk was asked to contact Dave Meigh at the City of York Council to ask whether there are any options to reduce the problems.

2. To consider a report on the Queen's Platinum Jubilee celebrations

Cllr Ferguson thanked Cllr and Mrs Denton, Cllr Leaf and the Chairman for their active support during WiggyFest. The event made close to £4000 in profit and had good reviews from attendees. The Chairman thanked Cllr Ferguson for organising the event. Cllr Denton reported that a Jubilee tea organised by Oaken Grove had been very successful.

3. To consider correspondence requesting additional defibrillators in Wigginton.

Correspondence requesting additional defibrillators in Haxby and Wigginton had been circulated prior to the meeting. Councillors mentioned that there were already five defibrillators in Wigginton. Cllr Cuthbertson would investigate whether there is any area within the ward that could benefit from a defibrillator.

4. To note the planting of spring flowers

Cllr Denton and Gates had planted geraniums in the village planters including those in front of the village signs.

5. To consider request for a plaque for the beech tree near the pond

Cllr Gates reported that his grandfather had planted the beech tree between the Old School and the pond in 1919 and that he wished to request a small plaque to commemorate the planting of the tree. He offered to pay for the plaque. He thereafter excluded himself from the discussion. The Vice-Chair, Cllr Runciman, took the chair. It was RESOLVED to agree to the plaque on the beech tree.

22/031 Financial Matters and Governance

1. To receive the Parish Council's Financial reports for May 2022.

It was RESOLVED to approve the budget monitoring and bank reconciliation to the end of May 2022. The bank balances at the end of May were £51,214.57 in the current account and £45,146.16 in the Skipton Building Society account.

2. The following receipts were noted:

VAT reclaim Jan-March 2022 £ 728.02

3. To confirm the payment of the following invoices:

BHIB. Insurance cover from 1 June 2022 £ 1557.09

WiggyFest S 137 grant £ 550.00

British Telecom. Broadband and Telephone £ 51.54

HSBC. Bank Charges April £ 10.50

It was RESOLVED to confirm the above payments of invoices

4. To approve the following invoices for payment:

Salaries and oncosts June £ 1116.56

Clerk. Home working allowance June £ 26.00

Giffgaff. Monthly plan £ 6.00

Amazon. Various office supplies £ 38.52

Town Parish Audit. 2021-22 Year end Internal audit £ 220.00

The Old School -Rent for April and May £ 40.00

It was RESOLVED to approve the above invoices for payment.

5. To consider a grant application for nets for the cricket club in New Earswick

A decision was deferred because not sufficient information was available to assess the benefit to Wigginton residents as required in line with the S137 funding criteria. The clerk was asked to request confirmation of the number of Wigginton-based members.

6. **To consider the following matters required by the insurer to be in place within 4 weeks from inception of the insurance:**
 - a) To consider a risk assessment for the pond.
It was RESOLVED to approve the updated risk assessment for the pond.
 - b) To consider a quote for signs to be erected at the pond.
It was RESOLVED to approve a quotation from M4UK for signs at the pond of £60 plus VAT.

22/032 To consider any necessary action in relation to the Annual Governance and Accountability Return

1. **To approve the Annual Governance Statement for the year ended 31 March 2022 and to note that the Chairman signs the Annual Governance Statement 2021/22**
The internal auditor's report for 21/22 was received and noted. The Council considered the assertions of the Annual Governance Statement for the year ended 31 March 2022. It was RESOLVED to approve the Annual Governance Statement for the year ended 31 March 2022 and the Chairman signed the Annual Governance Statement for 2021/22.
2. **To approve the Accounting Statements for 2021/22 and to note that the Chairman signs the Accounting Statement 2021/22**
It was RESOLVED to approve the Accounting Statements for 2021/22 and the chairman signed the Accounting Statements for 2021/22.
3. **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 2021/22**
It was RESOLVED to set a period for the exercise of public rights from Wednesday 22 June to Tuesday 2 August 2022.
4. **To consider the appointment of an internal auditor for 2022/23**
It was RESOLVED to appoint Town Parish Audit as internal auditor for 2022/23.

22/033 To consider correspondence received and decide action where necessary to include:-

1. The following emails from YLCA had been received and were noted:-
 - a) White Rose Updates, Law and Governance Bulletins and Training Bulletins.
 - b) The Good Councillor's Guide and other publications. It was RESOLVED to order a total of 8 copies.
 - c) Garden Communities programme.
 - d) Invitation to nominate interested councillors to be substitute parish representatives of the City of York Council Standards Committee.
2. The emails from NALC were noted.
3. Email from the Police, Fire and Crime Commissioner for North Yorkshire and York regarding the North Yorkshire Fire and Rescue Service Risk and Resource Model Consultation.
It was noted that the consultation included plans for the closure of Huntington Fire Station. An information event would be held on 8 July from 10am-4pm. The consultation would close on 23 August 2022.

22/034 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 a piece of play equipment had been repainted by a local contractor. The works on the fence around the copse had commenced. The Chairman thanked Cllr Denton for all his hard work for the Churchfield Open Space.
2. Haxby and Wigginton Youth & Community Association
Councillor Ferguson showed an interest in joining, subject to the meetings being held at suitable times.
3. Haxby & Wigginton Joint Cemetery Committee.
The Council representatives reported that all was going well.
4. Haxby & Wigginton Neighbourhood Plan Group
Cllr Edwards reported that no update had been received.
5. Environment Committee

Cllr Denton reported that a meeting would be scheduled to discuss the next stages of the pond edging and any other matters. He mentioned the access problems for the open space at the end of Westfield Grove. The grass cutting contractor had not been able to access the field due to damage to the post at the entrance to the field. A local resident had reported the damage and the Clerk had contacted Northern Powergrid but not received a response yet. Although the open space is maintained by the Parish Council, it is in the ownership of the City of York.

6. Wigginton Old School Trust. The AGM of the Wigginton Old School Trust would be held on 29 June 2022 at 1.30pm. The Old School administrator reported that the Old School is fully occupied with regular bookings and that there was a huge demand for village halls in the village.
7. Wigginton Sports and Playing Field Association.
A meeting would be held on 16 June 2022.
8. Haxby and Wigginton Traders Association.
The traders had put on well-attended treasure hunt around Haxby. This year the Christmas lighting would be extended down to Mill Lane. The clerk was asked to put up a notice at Christmas time that the Christmas lights were provided by the Traders Association.

22/035 To confirm the date and time of the next meeting

It was confirmed that the next Meeting of Wigginton Parish Council would be held on Wednesday 20 July 2022 at 19:00 at the Wigginton Old School.

The Chairman closed the meeting at 20:04.