

# Wigginton Parish Council

**The Old School Community Hall, Mill Lane, Wigginton, York YO32 2PU**

**DRAFT** Minutes of the meeting of the Parish Council's Environment Committee held at 10.00 on Friday 15<sup>th</sup> January 2016 in the John Jeffery Room at the Old School, Wigginton.

## **E15/012 Present**

Cllrs. Vaughan, Fisher, Jeffery and Spence.

## **E15/013 In Attendance**

The Clerk

## **E15/014 Election of Chairman**

Following the resignation of Cllr Douglas members elected Cllr Vaughan as Chairman

## **E15/015 Apologies for Absence**

Cllrs Denton and Firth

## **E15/016 Declarations of Interest**

None

## **E15/017 Minutes of last meeting**

The minutes of the meeting held on 17.07.15 were accepted as a true record and signed by the Chairman.

## **E15/018 Matters arising**

### **a) Grass Cutting Contract**

The Clerk informed members that the new contract was in place. New arrangements have been put in hand for grass cutting at the Sports and playing fields for 2016 onwards as agreed by the Parish Council.

**RESOLVED** that the matter be noted.

## **E15/019 Allotments**

### a) Lettings

The clerk informed members that all allotments are now let.

### b) Waiting List

The clerk informed members that there is currently a waiting list of 11. It is understood that the 10A allotment holder is to relinquish his tenancy at 31.03.16. The allotment will be offered has been offered to the next resident on the waiting list effective 1<sup>st</sup> April 2016

### c) Drainage

The clerk informed members of complaints received during the recent heavy rains causing serious and damaging /flooding to allotments 9A,

9B, 10A and 10B. The problem of drainage on these four allotments has been of concern for several years and requires that we now consider taking action. Advice has been sought from the Foss Internal Drainage Board who have recommended two local contractors that they use who will be able to advise on necessary work. A quotation has been received and others requested for drainage work across the 7A to 10B allotment section.

**RESOLVED** that the matters in E15/019 a) and b) be noted and that for c) further quotations are obtained and that the matter be referred to the Parish Council as soon as possible. Members also agreed that the Parish Council be asked to consider a refund of rent for 2015-16 be given to the 9A to 10B allotment holders and that they are not charged a rent until the drainage has been resolved.

#### **E15/020 Village Pond.**

a) Cleaning and clearing debris

The clerk informed members that the pond is becoming obstructed by debris particularly from the willow tree and will require clearing. A quotation has been received and others are awaited for the work.

b) The clerk informed members that a section of the embankment boarding requires raising to prevent high water levels from spilling over to the grassed areas.

**RESOLVED** that the further quotations be obtained for the work and that the matter be referred to the Parish Council as soon as possible. Members also recommend that the Parish Council budget includes suitable provision to maintain the pond and surrounding public space to a high standard, even though they acknowledge that this is common land and not strictly the responsibility of the Parish Council.

#### **E15/021 Tree Survey**

The clerk informed members that a tree survey should be undertaken across the village for trees that the Parish Council have responsibilities for.

**RESOLVED** that the clerk arrange a tree survey and obtain a written report.

#### **E15/022 Wigginton Emergency Plan**

The clerk informed members that he has had a meeting with Katie Fisher, City of York Emergency Planning Officer and Business Continuity Advisor, in respect of preparing a Community Emergency Plan for Wigginton the requirements for which are outlined in the Civil Contingencies Act 2004.

A draft plan is now being prepared to be presented to the Parish Council to consider.

**RESOLVED** that the Emergency Plan continues to be developed and that an enquiry is made to discover if Haxby Town Council have or are planning to establish an Emergency Plan. Members also agreed that the Ward Committee should be informed and that they be asked for financial support for equipment detailed in the plan.

**E15/023 Matters not requiring notice.**

None

**E15/024 Date and time of next meeting**

**RESOLVED** that the next meeting of the Environment Committee will be held on Friday 12<sup>th</sup> February 2016 at 1000 hours.

**NB These minutes are unconfirmed and subject to confirmation of the next meeting of the Planning Committee.**