

# WIGGINTON PARISH COUNCIL

The Old School, Mill Lane, Wigginton, York YO32 2PU  
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Minutes of the Ordinary Meeting of Wigginton Parish Council Meeting held on Wednesday 16 February 2022 at 19:00 at the Wigginton Old School

## **Present:**

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

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

## **21/092 Chairman's welcome**

The Chairman thanked Councillors for attending the January meetings and explained the Covid rules.

## **21/093 To receive apologies for absence**

Apologies for absence were received and approved from Cllr Lakey.

## **21/094 To receive any declarations of interest and any request for dispensations**

None were received.

## **21/095 To approve the Minutes of the Ordinary Meeting held on 19<sup>th</sup> January 2022**

It was RESOLVED to approve the minutes of the Ordinary meeting held on 19<sup>th</sup> January 2022 at 20:00.

## **21/096 To resolve to adjourn the meeting in order to hold the Open Forum to include:**

### **1. To receive the January 2022 report from North Yorkshire Police**

Councillors considered the police report for January and a report from PCSO Smith. It was noted that the bus shelter had not been repaired yet despite the damage having been reported. Councillor Cuthbertson offered to follow up this matter.

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

Cllr Cuthbertson reported that the Ward Committee was considering a number of grant applications but very little budget was now remaining.

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

None were received.

## **21/097 Planning**

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

- a) 22/00111/FUL – 14 Plantation Way. Single storey side and rear extension. No objections.
- b) 22/00200/FUL – The Cottage Inn 115 The Village. Erection of timber frame pergola and pitched roof entrance canopy to front with hard and soft landscaping works. No objections.

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

- a) 21/01159/FUL – Welton Stables. Plainville Lane. Outline planning permission for the construction of an equestrian workers dwelling following demolition of existing

stable and full planning permission for side extension to existing stable block.  
Refused.

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

- a) Notice of Commencement of Phase 2 of the Examination Hearing for the City of York Local Plan from Tuesday 15<sup>th</sup> March 2022. The correspondence was noted.
- b) Key dates for the phase 2 hearings including deadlines for submission of comments for Phase 2 Matters, Issues and Questions for the examiners. The correspondence was noted.

**21/098 To receive information and decide necessary action on village matters to include:**

**1. To receive an update regarding the village pond**

The Clerk reported that the Engineers Structural Report for the Wigginton pond had been received and that it was considered at the Environment Committee held on 3 February 2022. The Environment Committee had asked for further guidance on the ecological impact of treated timber and gabions. Moreover, further information was needed on the type of duck- and geese-resistant planting or matting that could help to stabilise any natural sloping edging. The clerk was asked to contact the consultants to seek further details in relation to the timber required for the repair works. The Environment Committee would request quotations for both the replacement of the timber edging of the pond as well as a less engineered sloping edge. Cllr Denton added that once the quotations were received, a grant application would be submitted. He added that bird-friendly hedging could hopefully be included in the scheme.

**2. To consider the hedge cutting contract for 2022/23**

After some discussion, it was RESOLVED to approve the quotation of T. & T.A. Park Limited for £2,950 plus VAT.

**3. To consider an update on the Queen's Platinum Jubilee and the purchase of a beacon**

Cllr Ferguson updated the Council on the plans for the festivities related to the Queen's Platinum Jubilee to be held on Saturday 4 June 2022 on the playing fields as a community fundraiser, called WiggyFest. The Council considered what the Parish Council could do specifically and plans for a beacon were considered. The Council was generally supportive of the event and asked the organiser to submit a grant application. The Council RESOLVED to be fully supportive of the event and it agreed in principle to support a beacon with gas canisters.

**4. To consider supporting the 20's plenty campaign and to request for the City of York to adopt 20mph speed limits on residential roads**

Councillor Edwards put forward a motion for Wigginton Parish Council to fully support of 20's Plenty Campaign. It would provide safer areas, less pollution and would lower risks for vulnerable road users. He asked the Parish Council to support the scheme and to ask the City of York Council to consider adopting the scheme. Members were supportive of a nation-wide reduction of speed limits to 20 mph in areas that are now 30mph.

It was RESOLVED to support the 20's plenty campaign and to request that the City of York Council considers adopting 20mph speed limits on residential streets in Wigginton.

**5. To note tree works carried out on Church Lane, Churchfield Open Space and St Nicholas Churchyard**

It was noted that the works had been carried out in early February.

**6. To ratify the allotment fees for 2022/23 and 2023/24.**

At the Environment Committee meeting the fees for Wigginton's allotments were discussed. The Clerk had prepared a report that showed that the fees per square meter varied significantly between allotments and a proposal was put forward to charge an equal amount for 100m<sup>2</sup>. The rents had last been raised in 2020/21.

It was RESOLVED to keep the allotment fees for 2022/23 the same as they have been since 2020/21 and to increase the allotment fees in 2023/24 with on average 9 per cent which is approximately 3 per cent per year since the last change in 2020/21.

**7. To note that the CAY outreach sessions will return to the Old School from 2 March 2022**

It was noted that the Citizen Advice outreach sessions would return to the Old School.

**21/099 Financial Matters and Governance**

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

It was RESOLVED to approve the Bank reconciliation and Budget monitoring report for January 2022.

**2. The following receipt were noted:**

Allotment rent	£	5.00
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**3. To confirm the payment of the following invoices:**

British Telecom. Broadband and Telephone	£	123.13
Bell Electrical Services. Floodlights and switch Christmas tree	£	158.00
HSBC. Bank Charges December	£	8.00
Total	£	<u>289.13</u>

It was RESOLVED to confirm the above payments of invoices.

**4. To approve the following invoices for payment:**

Yorkshire Tree Surgeons Limited. Tree works Church Lane	£	1488.00
Yorkshire Tree Surgeons Limited. Tree works Churchfield	£	756.00
Yorkshire Tree Surgeons Limited. Tree works Church yard	£	324.00
T.A & T Park Limited. Hedge trimming Church Lane	£	420.00
Structural & Civil Consultants Ltd. Structural inspection pond	£	960.00
Salaries and oncost February	£	1582.05
Clerk. Home working allowance	£	26.00
Giffgaff. Monthly plan	£	6.00
The Old School. Rent January	£	20.00
YLCA. Webinar Climate Change attended by Cllr Edwards	£	15.00
Total	£	<u>5597.05</u>

It was RESOLVED to approve the above invoices for payment.

**5. To ratify the appointment of an internal auditor**

It was RESOLVED to appoint Town Parish Audit as the internal auditor for 21/22.

**6. To ratify the Annual Plan for 2022/23**

It was RESOLVED to adopt the Annual Plan for 2022/23.

**7. To consider updated objectives in the Grant Awarding Policy for 2022/23**

It was RESOLVED to add the grant objective, 'To support the Queen's Platinum Jubilee celebrations', to the Grant Awarding Policy for 2022/23.

**21/100 To consider correspondence received and decide action where necessary to include:-**

**1. The following emails from YLCA were noted:-**

- White Rose Updates, Law and Governance Bulletins and Training Bulletins.
- YLCA Conference to be held on 25 March 2022.
- York Branch Meeting – Parish Charter

**2. The emails from NALC were noted.**

**3. The updates from City of York were noted.**

**21/101 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 Spaces Committee had held an AGM on 10<sup>th</sup> February and it had agreed to erect a fence around the copse area and to sow wild flowers in the area. The

project would be funded by the contribution from Wigginton Parish Council. The Churchfield Committee also intend to plant two mature hornbeams within the field, hopefully with the help of a grant.

2. Haxby and Wigginton Youth & Community Association

Cllr Finch reported that a meeting of Trustees had been held on 15 February. Matters discussed were that problems had arisen around the football pitch. The Trustees had also discussed that the existing kitchen area would be reduced in size and would be for the use of the Explore employees only. Cllr Denton relayed that this would lead to some problems for running the Pop-in Café that provides meals and a chance to socialise for local residents and is attended by between 30 and 35 people per session. Cllr Edwards declared an interest as Chair of Explore.

3. Haxby & Wigginton Joint Cemetery Committee

There was nothing to report.

4. Haxby & Wigginton Neighbourhood Plan Group

Cllr Edwards reported that the Neighbourhood Plan group would appoint a consultant.

5. Environment Committee

All matters were reported elsewhere on the agenda.

6. Wigginton Old School Trust

The Chairman reported that he had been invited to attend a meeting of the Old School Trust on 2 March 2022. He had asked for two topics on the agenda, firstly that the Parish Council would like access to files about the Old School and to be kept up to date by being sent agendas and minutes for the Wigginton Old School Trust. Councillors pointed out that such information is made available from other outside bodies and that it is essential that we also receive it from the Old School Trust.

Secondly, he had also asked to be added to the 2 March 2022 agenda, the WPC request for the Trust to consider the wall adjacent to the Old School as a location for the proposed Parish Council noticeboard. On this wall adjacent to the Old School currently a number of other signs are displayed and it was considered that a parish council noticeboard would be much more in keeping with the building and would also help to give information in relation to the location of the clerk's office.

Councillors all agreed that it was essential that a noticeboard is situated within the curtilage of the Old School building and walls and that this is appropriate because the Old School is the headquarters of Wigginton Parish Council.

7. Wigginton Sports and Playing Field Association

The speed reduction measures and new surfacing were now in place.

8. Haxby and Wigginton Traders Association.

A meeting would be held on 17 February 2022.

**21/102 To consider exclusion of the press and public from the discussion of item 21/103**

It was RESOLVED to exclude the press and public from the discussion of item 21/103 by virtue of s. 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**21/103 To note the outcome of the Clerk's progress review and to ratify any necessary action**

It was noted that the Clerk's salary had increased with one increment from 21 April 2021 due to the successful conclusion of a six-month probationary period (ref Minute 20/067) in addition to the annual increment from 1 April 2021.

**21/104 To confirm the date and time of the next meeting**

It was confirmed that the next meeting would be held on Wednesday 16 March 2022 at 19:00 at the Old School.

The Chairman closed the meeting at 20:35.