

Wigginton Parish Council

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

DRAFT Minutes of the Ordinary Meeting of Wigginton Parish Council, held virtually on Wednesday 16th December 2020, starting at 19.00

20/098 Present:

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

In attendance: Ward Councillor Cuthbertson and the Clerk

20/099 Chairman's welcome

The Chairman welcomed everyone to the meeting. He set out the procedure for the virtual meeting and explained that the meeting would be recorded.

20/100 Apologies for absence

Cllr Wreglesworth had sent his apologies due to technical problems. It was RESOLVED unanimously to approve Cllr Wreglesworth's reason for absence. Ward Councillor Cuthbertson would arrive a little late due to another virtual meeting.

20/101 Declarations of interest

Cllr Gates raised an interest in matters related to general Green Belt policies for item 20/106.3a.

20/102 To receive the November 2020 report from North Yorkshire Police

No report had been received.

20/103 To approve the Minutes of the Parish Council virtual meeting held on 18th November 2020

It was RESOLVED to approve the minutes of the Parish Council meeting held on 18th November 2020 as a true record.

20/104 To consider matters arising from the Minutes of the virtual meeting held on 18th November 2020 and decide any necessary action

No matters were raised.

20/105 To confirm decisions taken between meetings;

1. To approve the Risk Assessment - Christmas lights and Christmas Tree.

It was RESOLVED to confirm the Risk Assessment – Christmas lights and Christmas Tree. Members commented that the Christmas tree looked very festive especially after dark.

20/106 Planning

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

- a) 20/02316/FUL – 15 Saxford Way, Wigginton. Partial garage conversion to living accommodation including a single storey front extension. No objections.
- b) 20/02319/FUL- 37 Lockey Croft. Two storey side extension. No objections.

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

- a) 20/01807/FUL - 32 Windsor Drive. First floor side extension, mono pitch roof to front and rear projections. Approved.
- b) 20/01829/FUL. 104 Windsor Drive. Two storey side extension, porch and canopy to front. Approved.
- c) 20/00973/FUL. 1 Corner Close. Erection of 1 no. bungalow. Refused.
- d) 20/01912/FUL. 47 Lockey Croft. Part two storey, part single storey side extension. Approved.

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

a) Huntington Neighbourhood Plan. Consultation on proposed modifications to Green Belt Policies.

Members discussed the nature of the modifications and the similarities between Huntington and Wigginton, as well as the principle of general conformity of Green Belt policies. The Clerk was asked to request Huntington Parish Council's response to the Examiner's report for the Huntington Neighbourhood Plan and it was decided to defer the Council's response to the January meeting.

b) Public Footpath Wigginton No.2 (next to The Cottage Pub) - Planned Closure for 1 day (17th December 2020).

The closure of the Public Footpath was noted.

20/107 To receive an update report from the Clerk regarding current matters and correspondence received since the Parish Council's last virtual meeting held on 18.11.20 20 and to decide on any necessary action:-

1. To consider an update for arrangements for the village pond

After a brief update from the Clerk and the Chair of the Environment Committee, Cllr Denton, Members discussed that the pond is not owned by the Parish Council but that the pond is an important amenity for the village. In conclusion, the Clerk was asked to seek the advice of Jim Cavanagh of the City of York, including suggestions for specialist contractors for the works. Members agreed with the suggestion of the Clerk to seek grants from a variety of organisations and discussed various sources for grant contributions. The Environment Committee was asked to schedule a meeting to discuss the matter further.

2. To note the lighting of the Christmas tree on 27 November 2020, the cancellation of the Carols around the Tree event and correspondence from the Head of Wigginton Primary School regarding the delivery of a Christmas tree to Wigginton Primary School.

Unfortunately, the Carols around the tree event had to be cancelled due to Covid19 restrictions. The head of the Primary School had thanked the Parish Council for the delivery of a Christmas tree to the school.

3. To note a request to all Members to submit suggestions for the Annual Plan 2021/22.

The Clerk had distributed a request for suggestions to Members. Any suggestions would be discussed at the Finance Committee meeting to be held on 15 January 2021.

4. To receive White Rose Updates dated 20 November and 4 December 2020.

The White Rose Updates had been circulated to Members and were noted.

20/108 Financial Matters and Governance

1. To receive the Parish Council's Financial reports (bank reconciliation and budget monitoring reports) for November 2020

It was RESOLVED to approve the Bank Reconciliation and Budget Monitoring reports for November 2020.

2. Council noted the following receipts:

HMRC. VAT reclaim £ 1314.93

3. To confirm the following payments:-

Citizens Advice York. July-Sep	(CQ)	£ 1383.00
Salaries November	(CQs)	£ 1561.55
Martins Skips. Skip for allotment	(CQ)	£ 150.00
Zoom. Standard Pro Annual	(CQ)	£ 143.88
HMRC. Income tax and NI November	(CQ)	£ 425.25
Churchfield Open Space Committee. Grant	(CQ)	£ <u>3300.00</u>
		£ 6963.68

It was RESOLVED to confirm the above payments.

4. To approve the following payments:-

BT Phone and Internet	(DD)	£ 64.20
Salaries December	(BP)	£ 959.32
Giffgaff. Monthly Plan	(BP)	£ 6.00
Royal Mail. Stamps	(BP)	£ 19.12
HMRC. Income tax and NI December	(BP)	£ <u>272.00</u>
		£ <u>1320.64</u>

It was RESOLVED to approve the above invoices for payment.

20/109 To receive reports from outside bodies

1. Churchfield Open Space Committee

Cllr Denton reported that the Committee has plans to add some wet pour surfacing over the next months. After changes to the Government guidance, the gym area had been reopened.

2. Oaken Grove Community Centre.

Cllr Finch advised that there was nothing to report.

3. Haxby & Wigginton Joint Cemetery Committee

No meeting had been held since the last Parish Council meeting. The next meeting is to be held in January 2021.

4. Haxby & Wigginton Neighbourhood Plan Group

No response had been received from the City of York yet.

5. Environment Committee

A meeting is to be scheduled to discuss the pond.

6. Finance Committee

The Finance Committee will report to full Council after its 15 January meeting.

7. Old School Management Committee

Cllr Vaughan reported that the Old School had closed again in line with the Covid-19 Government guidance but that a grant of the City of York meant that the Old School was in a strong financial position.

8. Wigginton Sports and Playing Field Association

The Chairman reported that the car park works had been carried out and that in addition, the contractor had filled in potholes. The Pavilion had received a lottery grant of £18,000.

9. Haxby and Wigginton Ward Committee

Ward Councillor Cuthbertson reported on the continuing works to the pedestrian crossing in York Road as well as the Committee's consideration of the proposals for Haxby Hall. Most importantly, the Ward Committee had supported the food share project based in the Memorial Hall. He also mentioned that negotiations were still ongoing with Oaken Grove regarding the Library. Cllr Denton added that the Memorial Hall would distribute 100 meals to Haxby and Wigginton residents. Cllr Vaughan asked for suggestions

for appropriate causes on behalf of the Poor and Towns Land Charity. The Chairman brought to the attention of the Council that he had received an email about an initiative to install wildlife protection measures along local roads, including Wigginton. Ward Councillor Pearson joined the meeting and thanked the Council for its support for the Haxby and Wigginton Station bid application. It had been successful in getting up to £400,000 to develop a business case for the station.

The Chairman thanked everyone for their support during 2020 as well as wishing everyone a happy Christmas and New Year. He also wished that Cllr Cuthbertson keeps well. On behalf of the Parish Council, Cllr Vaughan thanked Karin for a good start as the new Parish Clerk.

20/110 To confirm the date of the next virtual Parish Council meeting

It was confirmed that the next Ordinary Parish Council meeting would be held on 20 January 2021 at 7pm and a Finance Committee meeting on 15 January 2021 at 10am.

The Chairman closed the meeting at 19:55

NB These minutes are unconfirmed and subject to confirmation at the next meeting of the Parish Council.