

WIGGINTON PARISH COUNCIL

The Old School, Mill Lane, Wigginton, York YO32 2PU
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Draft minutes of the Ordinary Meeting of Wigginton Parish Council held on Wednesday 15 July 2026 from 19:00 at the Old School.

Present: Cllrs Gates (Chair), Crispin-Bailey, Denton, Dunlop, Lakey, Leaf, Pepper, Roberts and Runciman.

Members of the public: 1, **Ward Councillor:** Cllr Cuthbertson. **Clerk:** Marie Harrison

26/041 Chairman's welcome.

The Chair welcomed members of the public, ward councillor and members of Wigginton Parish Council to the meeting.

26/042 Apologies

- 1. To receive apologies for absence given in advance of the meeting.**
Cllr Laister sent apologies.
- 2. To consider the approval of reasons given for absence.**
It was RESOLVED to approve reasons for absence.

26/043 To receive any declarations of interest and any request for dispensations.

None were received.

26/044 To resolve to adjourn the meeting to hold the Open Forum to include:

- 1. To receive the June 2026 report from North Yorkshire Police.**
The report was noted.
- 2. To receive a report from the Ward Councillors.**
Councillor Cuthbertson gave a report on the allocation of ward grants and remedial work that was underway in Haxby following anti-social behaviour on Ethel Ward Playing Field.
- 3. To receive residents' questions.**
The Council recorded its sorrow at the death of former MP Anne Widdecombe and expressed its condolences to her family and friends.
A resident raised a request to site a cake stall on the green next to the Wigginton Sports and Playing Fields driveway on Mill Lane on the afternoon 8th August for two hours. The profits will be donated to Churchfields Open Space Committee as a donation towards their 'Play for all' campaign.

26/045 To approve the minutes of the Ordinary Meeting held on 17 June 2026.

It was RESOLVED to approve the minutes of the Ordinary Meeting held on 17 June 2026 and the Chair signed the minutes as a true and correct record.

26/046 To receive information and decide necessary action on village matters to include:

- 1. To consider a request from the owner of a local pre-school business to locate the preschool at The Old School during the hours of 8am and 4pm Monday-Friday within term time.**
It was RESOLVED to defer this item requesting the location of a new pre-school in The Old School on the grounds that the resident involved would like to present a business plan to council before a decision is made.
- 2. To approve replacement of the battery and pads for Cardiac Science Powerheart G5 defibrillator for the cost of £330.00 plus VAT from Defib4life.**
It was RESOLVED to approve the replacement of the battery and pads for Cardiac Science Powerheart G5 defibrillator for the cost of £330.00 plus VAT from Defib4life.
- 3. To receive notification of a ward grant payment for £750 to partly fund the old school refurbishment of the floor and decide necessary actions**
The clerk reported that the Communities team from the City of York had awarded £750 in response to the grant application made by Wigginton Parish Council at the end of May. A condition of the

award is that the work for which the grant was applied is completed within one year. Quotations have been received for the work and are pending a decision by the parish council. It was RESOLVED to accept the award. The grant agreement was signed by the Chair on behalf of Wigginton Parish Council.

4. To approve the cost of publications up to £50 and agree arrangements for the Wigginton Parish Council representation at WiggyFest

It was RESOLVED to approve expenditure up to £50 to purchase sundries and publications for the Wigginton Parish Council stand at WiggyFest 2026.

26/047 Planning

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

- a) 26/00986/FUL - West Lea, Sutton Road - Two and single storey rear extension, detached annex building to rear, replacement windows and application of render to rear elevation – no objections
- b) 26/01056/FUL - 18 Barley View – single storey rear extension – no objections
- c) 26/01207/FUL - 68 Kirkcroft - First floor side extension and replacement roof to existing conservatory – no objections

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

- a) 26/00717/FUL– 10 Minster Close- Single storey side and rear extension-approved.
- b) 26/00683/FUL– 12 Burrill Drive– Dormer to rear and 2no. rooflights to front- approved.

3. To consider other and ongoing planning matters and decide any necessary action: -

- a) **To consider and agree the parish council's response to planning application 26/00863/FUL - Land To The North Of Haxby Moor Road - Erection of buildings to provide farm shop and associated car park – retrospective planning application.**

Wigginton Parish Council were asked to consider putting forward a supporting statement for this planning application by the business owner. It was RESOLVED for the Parish Council to ask the Ward Councillors to seek referral of planning application 26/00863/FUL to the City of York Council Planning Committee for determination, in view of the planning issues raised during the Council's consideration of the application.

26/048 Financial Matters and Governance

1. The Parish Council's Financial reports to 30 June 2026 were received and noted.

Bank balances as of 30 June 2026
 HSBC current account - £748.76
 Business Money Manager - £34,500.00
 Skipton Building Society - £49,483.22

2. The following receipts were noted:

HSBC. Business Money Manager. Interest	£	38.72
Refund from Hawkesworth appliance testing ltd.	£	1.08
Charitable donation from Old School Management Committee for painting work	£	4700.00
From old school for clerk salary and oncosts – July	£	363.95
VAT reclaim January-June 2026	£	2164.50

3. The payment of the following invoices was confirmed:

MAH Gardening. Grass cutting May 2026	£	1,728.00
York Citizen's advice session April to June 2026	£	812.88
CSN Holding Ltd – Brown's nursery plants	£	257.24
CS audit – internal audit payment	£	341.00
Wilkins, Chapman, Rollitts - charity law paperwork for Old School	£	1200.00
Smiths of York -external painting of Old School hall	£	5640.00

4. The following invoices were approved for payment:

MAH Gardening. Grass cutting June 2026	£	1,728.00
YLCA Training webinar on planning	£	28.20
Earth anchors accessible picnic table	£	823.20

YLCA webinar on assets management	£	28.20
5. The following payments previously authorised were noted:		
Staff salary and oncosts July		
Clerk Homeworking allowance July	£	26.00
British Telecom. Broadband and telephone. Charges July	£	57.54
Giffgaff. Monthly plan July	£	6.00
Microsoft 365 Microsoft 365 Business Standard	£	12.10

26/049 To consider the request for the clerk to attend the Talking tables training day on 30th September 2026 for the cost of £105.00

It was RESOLVED to approve the request for the clerk to attend a Talking Tables training day on 30th September 2026 at a cost of £105.00.

26/050 To consider the appointment of an independent Internal auditor for 2026/27

It was confirmed by the clerk that quotations had been received from independent internal auditors ahead of the 26/27 audit due to take place from April 2027. It was RESOLVED to appoint Elkerlodge Services Ltd as the internal auditor for Wigginton Parish Council for 26/27 and to approve the quotation for £300.00 exc. VAT.

26/051 To consider correspondence received and decide action where necessary to include: -

1. Emails from YLCA: -

- a. White Rose Updates, Law and Governance Bulletins and Training Bulletins.
- b. White Rose Bulletins for July.

2. Correspondence from City of York Council: -

- c. Email from Electoral services related to amendments to councillors' register of interests forms

It was noted that the clerk had redacted councillors' addresses from the register of interest forms which are hosted on the Wigginton Parish Council website as advised by City of York electoral services. Councillors were reminded to update their register of interest forms if there have been any changes in their personal circumstances.

- d. Ward grant award email from Communities Team
- e. Communication from City of York regarding the installation of three PROW signs in Green Dike and on Sutton Road

3. Correspondence from other organisations: -

- a. Email received from PKF Littlejohn acknowledging receipt of AGAR Form for audit

26/052 To receive reports from Wigginton Parish Council Committees and outside bodies, and to decide on any necessary action: -

1. **Churchfield Open Space Committee** – Councillor Denton reported that the Green Flag Award has been received for Churchfields Open Space Committee. There has been a report made to police of anti-social behaviour at the start of July relating to noise late at night in the play area. A request was made for increased patrols in the area. Grants have been completed towards the replacement of play equipment in the 'Play for all' project which will cost approximately £60,000.
2. **Environment Committee** - The accessible picnic table has arrived for installation, the level of water in the pond is low due to the hot weather and the pollarded tree is regrowing well. The hedge along the footpath by the churchyard on Greenshaw Drive has been trimmed to lift it off the pavement.
3. **Haxby and Wigginton Youth & Community Association** – no report. A meeting will be held on 30th July and a report will be given in the September Ordinary Meeting.
4. **Haxby & Wigginton Joint Cemetery Committee** – Cllrs Gates and Lakey attended a meeting and reported details of budgeting and maintenance.
5. **Wigginton Sports and Playing Fields Association Committee** – a meeting will take place tomorrow evening, 16th July 2026,
6. **Old School Management Committee** – no report given.
7. **Finance and Staffing Committee** – no report given.

26/053 To receive councillors' requests for items to be placed on the agenda for the next Ordinary Meeting.

Report from YLCA meeting will be given in the September Ordinary Meeting.

26/054 To confirm that the next meeting of Wigginton Parish Council will be held on Wednesday 16 September 2026 from 19:00 at the Old School.

It was RESOLVED to confirm that the next meeting of Wigginton Parish Council will be held on Wednesday 16 September 2026 from 19:00 at the Old School.

The Chair closed the meeting at 7:32pm, in good time for the World Cup semi-final match against Argentina.

DRAFT