

Minutes of the Wigginton Parish Council Meeting

Meeting: Monthly meeting
 Held on: Tuesday 19th December 2017 at 8pm
 Location: Village Hall, Chesham Road, Wigginton
 Present: Cllrs. D Wilde (Chair) (DW), D Meech (Vice-Chair) (DM), S Walker (SW), S Fordyce (SF), J Shelton (JS), J Mitchell (JM), T Axon (TA), C Williams (Clerk), Dacorum Borough Cllr. S Mills.
 Copies: All Councillors and the WPC website

Item	Description	Action by
1	Apologies	
1.1	None	Note
2	Declarations of Interest by Members	
2.1	Cllr. S Walker declared a Disclosable Pecuniary Interest in planning application 4/01939/17/FHA and took no part in the discussion of this application. The Vice-Chair declared a personal interest in item 6.2 with regard to her activities with the Village Shop.	Note
3	Approval and Signing of Minutes	
3.1	The Minutes of the Wigginton Parish Council (WPC) meeting held on 21 st November 2017 were approved and signed.	Note
4	Public Participation	
4.1	There were no comments or questions from the public.	Note
5	Village Warden's Report/Clerk's Report	
5.1	Cllr S Fordyce reported no new issues. The Vice-Chair will carry out the next inspection.	DM
5.2	The litter warden reported no new issues.	Note
5.3	The Clerk reported the WPC had received the loan from Salix for £3,000 for the street lighting. WPC are currently waiting for an invoice from Herts, which needs to be forwarded to Salix by 8 th January 2018.	Note
5.4	The Clerk confirmed the mandate had been posted to Unity Trust.	Note
5.5	The Data protection seminar has been rescheduled for 21 st March 2018. The Vice-Chair agreed to attend. The Clerk circulated a paper from HAPTC outlining the requirements going forward which all Councillors had confirmed they had read. It was agreed to defer a plan of action once more information has been received from attending the seminar.	Note
6	Matters arising from the Minutes	
6.1	The agreed actions outstanding from the November meeting that do not appear on the agenda are as follows:-	
6.1.1	Following Cllr. T Axon's inspection, Cllr S Walker outstanding actions are as follows:	SW

	<ul style="list-style-type: none"> • The bolt protruding from the bench by the play area. • Fix the rotten sign to the entrance in the middle of the sports field. • Close up the hole in the hedge by the gym equipment with chestnut paling. 							
6.1.2	The Clerk has requested quotations and site meetings from three Tree Surgeons to carry out crown reduction work on the 3 horse chestnut trees in the recreation Ground. To date, only one firm has responded and is confirming their quotation. The clerk is to chase for two further quotations.	Clerk						
6.1.3	The Clerk will source costs for another SID for Vicarage Road.	Clerk						
6.1.4	Cllr. T Axon agreed to look at a new format for the 'Oddy' newsletter, and this would be discussed further at the February meeting. All Councillors would consider articles to contribute.	TA						
6.2	Village Shop							
	<p>The Vice-Chair announced, following agreement with the Chair, she has accepted the position of Co-Chair for the Village Shop Committee. She reported on concerns from the Parish Council sub-committee regarding security of the shop. The Shop Management Committee had reviewed the shop security with two representatives from two police forces – Thames Valley and Hertfordshire. The Committee have taken on board their recommendation to fit an alarm, external CCTV, sensor lights and signs warning about the security fitted. They also advised to install the safe into the ground and fit door shutters fitted with padlocks. The Shop Committee had decided that two industrial bins would be protected by a small fence and padlocked to avoid tampering. Cllr. S Walker suggested the picnic tables be placed in front of the main doors to avoid the possibility of ram raiders and this was agreed. The Vice-Chair said the Shop Management Committee were reviewing how to reduce the cost of the building.</p> <p>There will be a Village Shop Public exhibition and Supplier Festival to be held in the village hall on morning of the 3rd and afternoon of the 4th February.</p>	Note						
6.3	MUGA at St Bart's School							
	Cllr. S Walker reported there has been no further progression.	Note						
6.4	Dacorum Town and Parish Conference feedback							
	Cllr. S Fordyce had attended this meeting and found it very interesting and informative. The Clerk will forward the presentation papers once received from Sharon Collins.	Note						
7	Finance							
7.1	Balances and cheques for payment							
7.1.1	Balances on 19/12/2017 were confirmed as:-	Note						
	<table border="1"> <tr> <td>NatWest Current account</td> <td>17,649.45</td> </tr> <tr> <td>Natwest Business account</td> <td>16,198.63</td> </tr> <tr> <td>TOTAL</td> <td>33,733.08</td> </tr> </table>	NatWest Current account	17,649.45	Natwest Business account	16,198.63	TOTAL	33,733.08	
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Natwest Business account	16,198.63							
TOTAL	33,733.08							
7.1.2	Bank statements were available for inspection and signed. Cllr. S Fordyce checked the Bank Reconciliation.	Note						
7.1.3	Standing orders previously approved for payment were confirmed as:-	Note						

15/12/17	Wigginton Village Hall Hire of hall in December 2017	£15.00
	TOTAL	£15.00

7.1.4

Cheques listed for payment at the meeting were confirmed as:-

Note

002046	Goldleaf Groundcare Ltd Grounds maintenance as contract (December 2017)	£279.23
002047	Sue Morgan Litter Warden	£49.60
002048	Stuart Fordyce Mileage expenses claim	£38.60
002049	St Bartholomew's Church Churchyard maintenance grant	£470.00
002050	C A Williams Clerk's reimbursement and salary 21/11-20/12	£329.50
	Total	£1,166.93

7.1.5

The cheques listed were signed off against the appropriate invoices. The Chair proposed approval and payment. The cheques and invoices were reconciled by Cllr. S Fordyce and agreed.

Note

7.2

Play area replacement update

The Vice-Chair reported she had applied for the Tesco Bags for Help grant. The Clerk will write to Herts County Cllr. Nick Hollinghurst asking if he could help with a contribution from his annual Herts Locality Budget.

DM
Clerk

7.3

Proposed Budget 2018/19

Cllr. S Fordyce reported that the streetlight support for Parish Councils appears to have been removed from all the concurrent services grants under the 2016 Dacorum review. Parish Councils are being advised to approach Herts County Council as the responsible body for the service. He will follow this up, but with no support, it makes sense to take the option to transfer the streetlights to Herts once all the streetlights have been upgraded to LED lamps. He proposed that WPC bring forward the request to replace the remaining lights by 31st March 2018 so there is no further liability on WPC for maintenance etc in the next financial year. He proposed to move £4,500 for the play equipment from 17/18 budget to 18/19 and allow £3,300 in 17/18 to fund the remaining streetlight replacements. Overall, no other major changes were reported and the budget will be formally approved at the January 2018 meeting. The Precept is up 4.5% with the aim for WPC to gradually build up its reserves. All Councillors agreed.

Note

7.4

Annual St Batholomew's churchyard grant

It was agreed to increase this year's contribution from £450 to £470 towards the cost of maintaining the churchyard.

Note

8 Planning

8.1

DBC decisions on Planning applications

Note

None received

8.2

The following Planning applications were considered by the Parish Council: -

Note

4/02892/17/FHA Tinkers Hole, Tinkers Lane, Wigginton, HP23 6JB
Conservatory and first floor rear extension. New carport and driveway.
No Comment

4/01939/17/FHA Frith, Chesham Road, Wigginton, HP23 6HH
Two storey side extension (Amended Scheme)
Cllr. S Walker withdrew from the meeting and took no part in the discussion of this application.

Support, as the proposal improves the amenity of the property without apparent detriment to the local environment.

4/02969/17/LDC Cherry Tree Farm, Chesham Road, Wigginton, HP23 6JG
Residential dwelling bungalow
Support

9 Correspondence

9.1 None Note

10 Items for Discussion

10.1 Green Spaces

10.1.1 Nothing to report Note

10.2 Highways and footpaths

10.2.1 The signs for the sports field and the roundabout off the A41 are still outstanding. The Clerk will contact Herts County Cllr. Nick Hollinghurst for update. Clerk

10.3 Transport

10.3.1 Nothing to report Note

10.4 Communication

10.4.1 The Chair updated the Communication Plan. The document was agreed and adopted by the Council. Note

10.5 Village Hall

10.5.1 Premises alcohol licence Note

It was agreed this is nothing to do with the Parish Council.

10.6 Website/Wigginton Online

10.6.1 It was agreed to budget £100 towards hosting fees for the new website which should be running within the next couple of weeks. The Clerk will forward the financial papers to Cllr. J Shelton. JS
Clerk

John Shelton will contact previous Councillor regarding the Facebook page.

10.7 Ideas for the next 5 years and a Village Survey

10.7.1 The Chair circulated a paper of ideas for Councillors to review and will circulate by email. Items to be addressed are: All

- Narrow footpaths due to overgrown vegetation.
- Speeding.
- Litter – It was agreed to increase the hours for the Litter Warden. The Clerk will write to the Warden to express the Parish Council's thanks for the good work and ask if she is happy to increase her hours.
- Improving the Recreation Ground.

Councillors were invited to add their suggestions, which will be discussed at the next meeting and a list of ideas for a five-year plan be prepared, to be will be included within the next Village Survey.

11 Any Other Business

11.1 Cllr. S Walker reported the villages supply of grit salt has ran out. The Clerk contacted HCC to request an order only to be told we are too late to place an order this year. Cllr. S Walker agreed to source alternative supplier.

SW

The meeting closed at 10.10pm
Cheryl Williams, Clerk to the Council
wiggintonpcclerk@gmail.com

DRAFT