

WIGGINTON PARISH COUNCIL

PARISH COUNCIL MEETING Held in Wigginton Village Hall Tuesday 21st February 2023 at 8 pm


MINUTES

In attendance: Cllr Walker (Chairman), Cllr Axon (Vie Chair), Cllr Carr, Cllr O'Sullivan, Cllr Pattison-Lora and Cllr Stillwell

Gosia Turczyn – Wigginton Parish Clerk
Two members of the public

- 22/147 Chairman's Welcome.**
The Chairman welcomed everyone and opened the meeting.
- 22/148 Apologies for absence to be considered by the Council.**
The Council considered and unanimously accepted apologies sent by Cllr Maisey and County Cllr Symington.
- 22/149 Declarations of Interest and Dispensations.**
Cllr Walker declared an interest in the 13.2 item on this agenda and was excluded from the discussion.
- 22/150 Public Participation.**
Two members of the public who reside at Cow Roast spoke about the traffic management issues. The Clerk read out a report sent by County Cllr Symington that included questions to the Executive Member for Highways and Transport regarding Cow Roast.
The Council suggested for the residents to collectively write to the MP canvassing the ongoing issue with the speeding and traffic at Cow Roast.
- 22/151 Hertfordshire Police – report from PCSO.**
There was only one reported incident in the month of January:

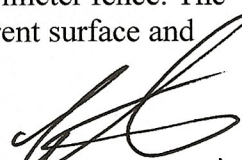
On 30th of January 2023 until last night where three caravans parked up on farmland on Hill Green Lane have been damaged, details are still coming through and they will be investigated accordingly.



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- 22/152 Minutes of the Parish Council meeting held on 17th January 2023.**
Minutes of the Wigginton Parish Council meeting held on 17th January 2023 were approved unanimously as being correct and were to be duly signed by the Chairman.
- 22/153 Wigginton Parish Assembly.**
It was agreed to hold the Annual Parish Assembly on the 26th of April at 8 pm at the Village Hall. The Council will discuss the results of the village survey.
- 22/154 4th May 2023 Local Elections.**
Report was sent to members explaining the process for Councillors to submit their nomination papers. The clerk will publish the election Notice. The parish website and Facebook page was updated with relevant information.
- 22/155 Wigginton Community Projects.**
1. Oddy and the Village Survey 2023.
The Council agreed arrangements for the delivery of the Oddy and the village survey and further discussed topics and questions included in the survey.
2. Update on the Ultrafast Broadband.
Cllr Carr reported that the scheme will be finalised by 31st July.
3. Big Picnic 2023 - to approve quote of £485 from Pods Inflatables.
Approved, PROPOSED BY Cllr Axon and SECONDED BY Cllr Stillwell and carried unanimously. Action: The clerk will get a quote from St John Ambulance to provide first aid cover for the fete.
4. The Queen's Green Canopy Plaque- update on the order.
The Council agreed the design and cost of £280 plus VAT to make the plaque.
- 22/156 Warden's Report – to discuss matters arising from the report and approve expenditure if required.**

The report was circulated prior to the meeting and the Council discussed points of actions.
- 22/157 Clerk's correspondence.**
The clerk reported that the first stage on the internal audit is underway, and the internal auditor will be visiting the clerk in March to check all relevant financial documents and governing procedures.
- 22/158 Training and Courses – to approve expenditure if required.**
The Council approved "Introduction to planning" on demand training at the cost of £17 for Cllr Pattison-Lora, PROPOSED BY Cllr Carr and SECONDED BY Cllr O'Sullivan.
- 22/159 Play Area and Open Spaces.**
1. Play area.
The Council agreed to obtain quotes to replace the perimeter fence. The Council is in the process of obtaining quotes for different surface and agreed to investigate laying turf and rubber mats.



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2. Council to approve a quote of £450 plus VAT from the SnagMan to repair a brick structure by the Oddy Hill.
Approved, PROPOSED BY Cllr Axon and SECONDED BY Cllr Carr.
3. To approve a quote of £518.16 from Fresh Air Fitness to carry out maintenance service of the outdoor gym equipment located at the Sports Field.
Approved, PORPOSED BY Cllr Pattison-Lora and SECONDED BY Cllr O'Sullivan and carried unanimously.

22/160

Village Defibrillator.

1. To approve payment of £198.60 including VAT from Imperative Training Ltd to carry out an annual service.
Approved, PROPOSED BY Cllr Stillwell and SECONDED BY Cllr Pattison- Lora.
Cllr Walker agreed to order new defibrillator pads.
2. To agree arrangements for defibrillator training provided by Essex and Herts Air Ambulance and approve donation.
The clerk will provide dates for the training by the next meeting.

22/161

Governance, Policies and Procedures.

1. Council to adopt Information and Data Protection Policy.
Approved unanimously.
2. Council to adopt Health and Safety Policy.
The Council approved the policy unanimously subject to minor amendment.
3. To adopt Publication Scheme Policy.
Approved unanimously.
4. To approve Hertfordshire Internal Audit Service Terms of Reference.
Approved unanimously.
5. To agree warden's self-employment arrangements.
The Council noted the warden's self-employment contract and agreed the arrangement.

22/162

Traffic and Speeding.

This was discussed under Minute 22/150 Public Participation.

22/163

Finance.

1. The bank statement, invoices, monthly budget report and bank reconciliation were circulated prior to the meeting and the Council agreed the accounts.
2. A resolution was passed to make the following payments, PROPOSED BY Cllr Walker and SECONDED BY Cllr Axon:

BACS presented for payment at the meeting of Wigginton Parish Council held on 21st February 2023:



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PAYEE	DESCRIPTION	TOTAL: £1,614.63
M W Agri Ltd	Ground Maintenance January paid by SO	£356.50
M Turczyn	Salary, HMRC Contribution	£495.33
Pods Inflatables	Hire of Inflatables for Big Picnic 2023	£485.00
Anglo Dutch Ltd	Payroll Provider	£54.00
M Turczyn	Clerk's mileage expenses January and February	£25.20
Imperative Training Ltd	Defibrillator annual service	£198.60
M Turczyn	Reimbursement for dog waste bags - paid	£48.55

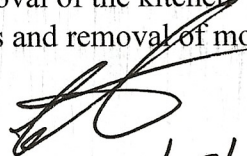
3. Examination of Income and Expenditure.
The Council noted the Income and Expenditure report and no queries had been raised.
4. Update on Unity Trust bank signatories.
Cllr Pattison- Lora had been added as a signatory to view and authorise payments.
5. Council to decide whether to pay a grant awarded to the Film Club into the Village Hall bank account (s137).
The Council agreed to pay the s137 grant into the Village Hall account.

22/164

Planning.

1. DECISIONS:

- 22/03483/FHA 8 Wick Road, Wigginton, Tring, Hertfordshire, HP23 6EL, Single storey rear and side extension, loft conversion including new rear dormer and Velux rooflights to front elevation. Granted
- 22/02975/FUL The Cow Roast Inn, Tring Road, Cow Roast, Tring, Hertfordshire, HP23 5RF, Single and two storey side and rear extensions and alterations to existing building including removal of the kitchen addition, closing and deepening of some windows and removal of modern studwork partitions. Granted


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Signed and dated

- 22/03614/FHA Cumbrae, Tinkers Lane, Wigginton, Tring, Hertfordshire, HP23 6JB, Demolition of existing garage and outbuilding. Construction of new single storey side/rear extension and new garden room. Granted
- 23/00132/DRC The Cow Roast Inn, Tring Road, Cow Roast, Tring, Hertfordshire, HP23 5RF, Details as required by condition 16 (written scheme) attached to planning permission 22/02975/FUL, (Single and two storey side and rear extensions and alterations to existing building including removal of the kitchen addition, closing and deepening of some windows and removal of modern studwork partitions.) Granted
- 23/00220/AGD Land East Of Beggars Lane, Beggars Lane, Aldbury, Tring, Hertfordshire, Construction of general purpose grain store. Prior Approval Not Required

2. APPLICATIONS:

- 23/00047/FUL The Construction of an Equestrian training area (Menage) 40M x 20M in the garden of the property adjacent to the 3 Acre Paddock. Paddockside Tinkers Lane Wigginton Tring Hertfordshire HP23 6JB No comment.
- 23/00111/FHA Demolition of garden store building and extension of property Tal-y-llyn Crawleys Lane Wigginton Tring Hertfordshire HP23 6HU Support.
- 23/00220/AGD Construction of general purpose grain store. Land East Of Beggars Lane Beggars Lane Aldbury Tring Hertfordshire – Prior Approval Not Required – Access - refused based on limited access. Ask why prior approval not required. No access to it other than the corner of Beggars Lane.

22/146 **Any other business not requiring formal decisions.**
None.

Meeting Closed 21:30


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