

WIGGINTON PARISH COUNCIL

PARISH COUNCIL MEETING
Held in Wigginton Village Hall
Tuesday 18th July 2023 at 8 pm

MINUTES

In attendance: Cllr Walker (Chair), Cllr Axon (Vice Chair), Cllr Maisey, Cllr Pattison- Lora, Cllr Stillwell and Cllr Western

Gosia Turczyn – Parish Clerk

23/31 Apologies.

The Council received and accepted apologies sent by Cllr O'Sullivan and County Cllr Symington.

23/32 Interest and Dispensations.

To receive any declarations of interest for items on the agenda or requests for dispensation.
Cllr Stillwell declared an interest in 23/01626/FHA Part two storey, part single storey rear and front extensions Copper Beech 12 Fox Close Wigginton Tring Hertfordshire HP23 6ED planning application as the applicant and she left the room while the Council discussed this item.

23/33 Public Participation (max 15 minutes).

Members of the public can raise matters of concern or queries.
None.

23/34 Minutes

To approve and sign the minutes of Wigginton Parish Council meeting held on the 20th June 2023 as a true and accurate record of proceedings.

Resolved, PROPOSED BY Cllr Stillwell and SECONDED BY Cllr Pattison-Lora that these minutes be agreed as a true and accurate record of the proceedings, unanimously agreed. The minutes were duly signed by the Chair.

23/35 Parish Website and Communications Strategy

To receive a verbal update from Cllr Western.

Cllr Western obtained a quote for £2,500 to build a new website and transfer the existing content. A discussion took place about whether the Council would contract a web designer to update the content on a regular basis and enquired about the ongoing costs for hosting the website. The Council agreed to obtain two more quotes and postpone further discussion until September meeting.

23/36 Reports to Council

a) Clerk's report. Appendix 1

To note the report circulated prior to the meeting.

1. The Clerk will be on annual leave from 14th till 31st August inclusive.

Handwritten signature and date:
19/9/23

2. The Clerk reported that there were nine responses to the village survey six of which were done online and three via hard copy. The Council agreed to keep the online survey live until the end of August and advertise on Facebook to encourage people to respond.
3. The Council will be notified in September whether any of the grant applications for the playground were successful.

b) Warden's report. Appendix 2

To discuss matters arising from the report and approve expenditure if required.

The Council agreed on the following actions:

1. Cllr Walker and Cllr Western agreed to investigate what work is required to the steps from the Ridgeway coming down onto The Twist
2. The Clerk will contact Dacorum BC to request swapping the dog poo bin to a normal bin and add a recycling bin at the Recreation Ground.
3. It was suggested to install the benches at the Recreation Ground on concrete slabs and securing them with spikes.

c) PCSO report.

This was noted as follows:

'During May and June there has only been one reported incident/crime in the public interest. 25th May someone reported an aggressive Nottingham Knocker on Hemp Road'.

23/37 Planning Matters

a) Application (s):

- 23/01452/FHA Replace existing front garage with 1.5 storey front extension & single storey side extension 1 Fox Close Wigginton Tring Hertfordshire HP23 6ED
It was resolved to support this planning application on the condition that the materials used are consistent, or at least complimentary with the properties in the rest of the road.
- 23/00672/FUL Construction of a new dwelling and detached double garage with crossover. 1 Fox Close Wigginton Tring Hertfordshire HP23 6ED – It was resolved to object to this planning application, PROPOSED BY Cllr Maisey and SECONDED BY Cllr Pattison – Lora and carried unanimously. The objection was based on the issues around the impact of the proposal on amenity in the village. The location of the house and particularly the garage close to the road compromises the principle of the adjoining properties in Fox Close, both in terms of the existing layout on the western side of Fox Road and the Rothschild cottages opposite. The fundamental principle of the layout of Fox Close (and elsewhere in the village, The Firs) was to position houses well back from the sightline from the road, minimising the impact on the village scene. This infill fails that principle and therefore compromises the appearance of this Chiltern Hill-top Village.
- 23/01626/FHA Part two storey, part single storey rear and front extensions Copper Beech 12 Fox Close Wigginton Tring Hertfordshire HP23 6ED – The Council resolved to support this planning application, PROPOSED BY Cllr Maisey and SECONDED BY Cllr Western and carried unanimously.
- 23/01568/LDP New access door, 2 new windows and internal modifications to existing garage Treetops Hemp Lane Wigginton Tring Hertfordshire HP23 6HE – The Council resolved to support this planning application on the condition that the windows are moved to the east elevation, this was PROPOSED BY Cllr Maisey and SECONDED BY Cllr Pattison- Lora and carried unanimously.

Y. Maisey
19/9/23

b) Decision(s) issued by Dacorum Borough Council:

- 23/00768/FHA Chiltern Summit, Chesham Road, Wigginton, Tring, Hertfordshire, HP23 6HX, Extension over and behind existing adjacent garage. Refused
- 23/01146/LDE 7 Highfield Road, Wigginton, Tring, Hertfordshire, HP23 6EB, Retention of timber-fenced enclosure to eastern side of dwelling. Granted

23/38 Community Projects and Events.

a) To discuss the Big Picnic event.

The Council had to postpone the event due to high winds and moved it to 23rd September 11 am till 4 pm. It was resolved to refund £15 to Campfire Gin for hire of the stall, PROPOSED BY Cllr Axon and SECONDED BY Cllr Walker and agreed unanimously. The Clerk will find out when will the 2024 Tring Carnival be held.

b) To retrospectively approve an expenditure for a marquee and first aid gazebo and banner at a total cost of £1,015.75. This was purchased by Cllr Walker, and he is seeking a reimbursement upon Council's formal approval of the payment.

Resolved, PROPOSED BY Cllr Maisey and SECONDED BY Cllr Pattison- Lora to approve the payment and reimburse Cllr Walker. The marquee and first aid gazebo will be added to the asset register.

c) Wigginton Fireworks 2023. Appendix 3

To agree the proposal put forward by Friends of Wigginton.

The Council reviewed the proposal and resolved for Friends of Wigginton to be solely responsible for running and funding the village fireworks display, including having their own event insurance. It was also resolved for Friends of Wigginton to pay back to the Parish Council a total of £3,046, the cost of which the Council incurred in previous years by helping to fund the event. The Council further agreed to consider giving out a grant under s137 to help to fund the event should Friends of Wigginton chose to apply. Those resolutions were PROPOSED BY Cllr Maisey and SECONDED BY Cllr Western.

23/39 Clerk's Laptop and Software

To approve an expenditure of up to £500 for Clerk's new laptop and software and agree arrangements for purchase.

Resolved, PROPOSED BY Cllr Western and SECONDED BY Cllr Maisey and agreed unanimously to purchase HP Pavilion from Currys PC at a cost of £399 plus VAT for the Clerk.

23/40 Highways and Footpaths

a) To receive an update from HCC Highways on parking restrictions at the entrance/exit to the Sport Filed.

HCC Highways had recommended to implement parking restrictions in a form of double yellow lines at 10m on each side of the entrance to the Sports Filed car park (two car lengths). It was resolved to agree to this proposal, PROPOSED BY Cllr Maisey and SECONDED BY Cllr Axon and carried unanimously.

b) To receive an update from HCC Highways on the recent speed and volume survey results.

County Cllr Symington had sent a written report including the results of the recent speed and volume survey. Discussions adjourned until next meeting.

*Y. Axon
19/9/23*

- c) To review the Chiltern Society Footpath annual report. Update from Cllr O'Sullivan.
This was discussed under Minute 23/36 b Warden's Report.

23/41 Internal Audit Review and Actions - Appendix 4

- a) To agree response following the internal audit report and actions if required.
Cllr Maisey and the Clerk reviewed the internal audit report and prepared a response to recommendations made by the auditor which was approved by the Council and will be sent to the auditor. The Clerk and the Council agreed to implement any recommendations where necessary.

23/42 Finance - Appendix 5

- a) To review and agree the accounts that were circulated prior to the meeting including bank statements and reconciliation and monthly budget report.
The Council noted and agreed the accounts and there was no over and underspending identified in the budget report. Cllr Maisey duly signed the invoices, bank reconciliation and bank statement presented at the meeting.
- b) To pass resolution to authorise schedule of payments circulated prior to the meeting.

Resolved, PORPOSED BY Cllr Stillwell and SECONDED BY Cllr Pattison -Lora and carried unanimously to authorise the list of payments.

BACS and DD presented for payment at the meeting of Wigginton Parish Council held on 18th July 2023.

PAYEE	DESCRIPTION	
M W Agri Ltd	Ground Maintenance July (DD payment)	£374.32
M Turczyn	Salary July paid (salary deducted from the total)	£398.13
HMRC Cumbernauld	Clerk's PAYE	£97.20
M Turczyn	Reimbursement for dog poo bags (paid and deducted from total)	£38.50
Keith Simkin	Warden Hours April - June	£344.50
M Turczyn	Reimbursement for printing paper	£5.50
Steve Walker	Reimbursement for Gala Tent and gazebo	£1,015.75
Anglo Dutch Ltd	Payroll provider	£54.00
M Turczyn	Clerk's mileage and expenses June-July	£37.80

TOTAL: £1,929.07

- c) To note receipt of income.
The Council noted receipt of £15 for stall hire on the 1st June.

Axon
19/9/23

23/43 Any other business not requiring formal decision.

Cllr Axon spoke about overgrown hedge between the Fieldway and Common Field footpath and asked whether the Council could arrange for it to be cut back. Cllr Walker agreed to check what work is required.

Meeting close: 21:28

Next meeting will be held on the 15th August 2023 at 8 pm, subject to members availability.

Axon
19/8/23