

WIGGINTON PARISH COUNCIL

PARISH COUNCIL MEETING
Held in Wigginton Village Hall
Tuesday 20th June 2023 at 8 pm

MINUTES

23/19 Apologies.

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

23/20 Interest and Dispensations.

To receive any declarations of interest for items on the agenda or requests for dispensation.
None

23/21 Public Participation (max 15 minutes).

Members of the public can raise matters of concern or queries.

1. Member of the public, who sits on a Friends of Wigginton committee spoke about agenda item 23/26 b "Wigginton Fireworks" and updated the Council on funds held by Friends of Wigginton to run the event. In 2022 the Parish Council took sole responsibility to organise the Firework event, for the purpose of the insurance cover, however the Council suggested that, moving forward, this event should be solely governed and funded by Friends of Wigginton. For transparency, an agreement between the Parish Council and Friends of Wigginton, which will set up the roles and responsibilities of the two organisations when it comes to running the Firework event will be proposed at the next meeting.
2. Member of the public said that the delivery of the Ultrafast Broadband for the village had been delayed to September.

23/22 Minutes

To approve and sign the minutes of Wigginton Parish Council Annual meeting held on the 16th May 2023 as a true and accurate record of proceedings.
Resolved, PROPOSED BY Cllr Walker and SECONDED BY Cllr Western that these Minutes be agreed as a true and accurate record of the proceedings. The Minutes were duly signed by the Chairman.

23/23 Parish Website and Communications Strategy

To discuss plans to improve the website and village communications.

Cllr Western suggested using WordPress for hosting the parish website and contracting a web designer to improve the content and features. He agreed to investigate costs involved with designing a new website which will be regularly updated. Work in progress.

23/24 Reports to Council

- a) Clerk report. Appendix 1
To note the report circulated prior to the meeting.
The Council noted the report.
- b) Warden's report. Appendix 2



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

1. Cllr Walker said that the defibrillator's battery will need to be replaced once it runs out.

c) PCSO report.

No report was sent prior to the meeting.

23/25 Planning Matters

a) Application (s):

- 23/01146/LDE Side gate and fence 7 Highfield Road Wigginton Tring Hertfordshire HP23 6EB
Support.
- 23/01377/FUL Demolition of existing part single, part double storey dwelling and erection of new single storey dwelling The Lodge Chesham Road Wigginton Tring Hertfordshire HP23 6JE
No comment.

b) Decision (s):

- 23/00650/FHA 1 Fox Close, Wigginton, Tring, Hertfordshire, HP23 6ED, Replace existing front garage with two storey front extension, replacement dormers and other alterations to the roof, single storey side/rear extension and associated works
Withdrawn
- 23/00887/DRC The Cow Roast Inn, Tring Road, Cow Roast, Tring, Hertfordshire, HP23 5RF, Details as required by conditions 6 (Bricks); 7 (Roof structure); 8 (wall insulation); 9 (Rainwater goods); 10 (doors & windows); 13 (gates), 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
- 23/00888/DRC The Cow Roast Inn, Tring Road, Cow Roast, Tring, Hertfordshire, HP23 5RF, Details as required by conditions 4 -(Historic structure); 5 (Brickwork); 6 (Roof tiles); 7 (Roof structure); 8 (wall insulation); 9 (Rainwater goods); 10 (Doors & windows); 11 (Timber frame structure) attached to planning permission 22/02976/LBC (Proposed Single and Two Storey Side and Rear extensions and alterations to existing including removal of the kitchen addition, closing and deepening of some windows and removal of modern studwork partitions). Granted

c) **Development Management Committee Meeting Thursday, 22nd June at 7 pm, Council Chamber, The Forum**

- 23/00768/FHA - Extension over and behind existing adjacent garage. - Chiltern Summit Chesham Road Wigginton Tring Hertfordshire HP23 6HX
The Parish Council supported this planning application in April and decided not to send representatives to the DMC meeting.

23/26 Community Projects and Events.


18/7/2023

a) Big Picnic 15th July

1. The Council noted the cancellation made by St John Ambulance for first aid cover and agreed to use 4 volunteers who live in the parish and are trained in first aid to cover the event. The Council will supply a tent and first aid kit.
2. To note and approve the event risk assessment – appendix 3
Resolved, PROPOSED BY Cllr Axon and SECONDED BY Cllr Stillwell and agreed unanimously to approve the risk assessment, subject to minor amendments.
3. To discuss and agree the arrangements for the day.
Discussion took place about general management and housekeeping and individual Cllrs agreed timetable to cover certain areas. It was PROPOSED BY Cllr Axon and SECONDED BY Cllr Walker and agreed unanimously to approve an expenditure for up to £1,000 to purchase a gala tent for the band. Cllr Walker agreed to pay for the gala tent and get reimbursed after the next meeting. The gala tent will be added to the asset register.

b) Wigginton Fireworks 2023

Preliminary discussion about management of the Fireworks and Bonfire event in November.

This was discussed under Minute 23/21 Public Participation.

23/27 Play Area.

- a) To note the action points highlighted in the annual inspection report – Play Inspections.
The Council noted the annual inspection report. The Clerk applied for grants towards the resurfacing project and is waiting to hear whether the applications were successful.
- b) To approve a payment of £2,388.00 including VAT to Handmade Hideaways for remedial work on the play area equipment.
Resolved, PROPOSED BY Cllr Axon and SECONDED BY Cllr Walker, agreed unanimously.

23/28 Sports Filed.

- a) To discuss temporary goals for the Sports Field.
The Council suggested for the Clerk to approach Berkhamsted Raiders and ask them to supply temporary mobile goals for out of season games.
- b) To discuss the basketball hoop.
It was agreed to obtain quotes to relocate the basketball hoop. Work in progress.
- c) To agree the type of plinth to support the Green Canopy plaque.
The Council suggested to officially open the plaque at 12 noon on the day of the Big Picnic and put the plaque on a brick structure plinth which will be done by Cllr Walker. The Clerk will get in touch with the four organisations who were involved in the planting trees projects for the Platinum Jubilee. Cllr Maisey agreed to make a speech.
- d) To discuss the areas along the boundary hedge beside the Wick Road.
Cllr Maisey reported that 2 tenders could not provide quotes due to lack of availability. The Clerk suggested to approach a contractor who provides services for Aldbury Parish Council. Work in progress.

23/29 Finance. Appendix 4

- a) To review and agree the accounts that were circulated prior to the meeting including bank statements and reconciliation and monthly budget report.
Invoices, bank statement and bank reconciliation report were available for review at the meeting and members noted and checked the documents. No queries were raised and the documents were duly signed by the Chairman.



18/7/23

- b) To pass resolution to authorise schedule of payments circulated prior to the meeting. Resolved, PROPOSED BY Cllr Stillwell and SECONDED BY Cllr Western and agreed unanimously to authorise the schedule of payments presented at the meeting:

BACS presented for payment at the meeting of Wigginton Parish Council held on 20th June 2023.

PAYEE	DESCRIPTION	
M W Agri Ltd	Ground Maintenance June (DD payment)	£374.32
M Turczyn	Salary May paid (salary deducted from the total)	£398.33
HMRC Cumbernauld	Clerk's PAYE May	£97.00
M Turczyn	Salary June (salary deducted from the total)	£398.33
HMRC Cumbernauld	Clerk's PAYE June	£97.00
Castle Fine Arts Foundry Ltd	A4 Jubilee Plaque	£349.03
Almar Tring	650 Copies of Oddy Newsletter	£550.00
Handmade Hideaways	Playground Remedial Work	£2,388.00
M Turczyn	Clerk's mileage and expenses May-June	£37.80
V12 Tech	Clerk's Microsoft License paid by Direct Debit	£123.84
M T Loo's	Potable loo hire for Big Picnic	£264.00
The Play Inspection Company	Play area annual inspection	£150.00

TOTAL: £4,430.99

- c) To note receipt of income.

In the month of June, the Council received VAT return (form 126) in a sum of £1,899.61 and £45 revenue from the Big Picnic stall hire.

- d) Update on Unity Trust bank signatories.

There is currently 5 Cllrs who can view the accounts and authorise payments. The Clerk suggested that for continuity of business, in case the clerk is absent, Cllr Stillwell will be added onto Unity Trust bank mandate to view the account and set up payments and Cllr Western will be added to view and authorise payments.

23/30 Any other business not requiring formal decision.

None.

Meeting close: 21:39


18/07/23

Next meeting will be held on the 18th July 2023 at 8 pm