

Minutes of the Monthly Meeting of Wigginton Parish Council

Held on: Tuesday 16th June 2020 at 8pm

Location: Zoom – Online Video Conference

Present: S. Walker (Chair) (SW), D. Wilde (DW), S Fordyce (SF), D Moore (DM), T. Grammenos (TG), T. Axon (TG), J Mitchell, G Turczyn (Clerk)

Copies: All Councillors and the WPC website

Item	Description	Action by
1.	Chairman's Welcome.	
1.1	The Chair welcomed everyone and opened the meeting.	Note
2.	Apologies for absence to be accepted by the council.	
2.1	None.	Note
3.	Declarations of Interests and Dispensations.	
3.1	None.	Note
4.	Public Participation (max 10 min).	
4.1	None.	Note
5.	Hertfordshire Police.	
5.1	No update.	Note
6.	Approval and Signing of Minutes.	
6.1	The minutes of the meeting of Wigginton Parish Council held on Tuesday 19 th May 2020 were approved and signed by the Chairman.	Note
7.	Clerk's Report/Village Warden's Report.	
7.1	Warden's Report None as areas closed due to Covid-19.	Note
7.2	Sunnyside Rural Trust Monthly Report The Clerk reported that the fortnightly litter pick resumed, and more dog waste bags were ordered.	
7.3	Items for Information – Clerk	
7.3.1	The Clerk received an email from The Play Inspection company asking to enrol the Parish Council for an inspection on a yearly basis. The council agreed to be enrolled.	Clerk
7.3.2	A VAT reclaim of £563.81 was received.	Note
7.3.3	The Clerk reported about Berkhamsted Raiders resuming their training sessions on 6 th July and end on 14 th August. The training will take place on Mondays from 5 pm till	



	8 pm and Tuesdays from 6pm till 9 pm. The 6 weeks will cover for the prepaid rent of the sport's pitch.	
	The council agreed for the Berkhamsted Raiders to use the pitch for any ad hoc training during weekdays from 6 pm at the price of £11.50 per session.	Note
8.	Play Area and Sports Field	
8.1	To receive an update on the Annual Play Area Inspection.	Note
	The councillors discussed the annual inspection report carried out by The Play Inspection company. The Chairman and Cllr Axon agreed that the report was very thorough and discussed points and risk assessments that were raised.	
	Cllr Axon suggested redistributing more rubber bark after the play area will reopen and suggested sorting out the fence to prevent the rubber bark migrating outside of the play area.	
	The Chairman suggested checking the gate and entrance to the play area where the paving slabs are.	SW
	The Chairman suggested setting up a working party. The Chairman and Cllr Axon will check the play area against all the points that are raised in the annual inspection report and will report back at July's meeting what action is needed.	SW/ TA
8.2	To receive an update on the proposed pitch works by Berkhamsted Raiders.	
	Cllr Grammenos reported back about new operations manager at the Berkhamsted Raiders.	
	The Clerk reported that she is still not able to accept the grant for the pitch works and add Cllr Grammenos as a second signatory. Cllr Grammenos will email the operations manager and report back at July's meeting of any progress.	TG
9.	The Oddy 2020 and Village Survey.	
9.1	To receive an update on The Oddy and Village Survey	
	Cllr Axon reported back that The Oddy and the Village Survey were printed out and distributed in the village shop and the village pub.	Note
	Surveys were received via emails to the Clerk who forwarded it to the members of the council. The Clerk will check the post box at the Village Hall and will keep the hard copies in the file.	Clerk
	Cllr Axon will redistribute the remaining surveys in the village shop and the pub. The councillors will report back about the outcome of the survey in July's meeting.	Note
	Cllr Wilde reported that the quality of this year's Oddy was complimented by the residents and thanked Cllr Axon for her commitment and work she put into writing it.	TA
10.	Community Support Scheme – Covid 19.	
10.1	To receive an update report on the Community Support Scheme.	
	Cllr Moore reported that there were no requests for help directly but that the Community Support Scheme group still delivers medicines to up to 20 addresses a	Note



day. It was agreed that the Community Support Scheme group will continue to have the support line open for another few weeks.

11.

Wigginton Support Fund.

Note

11.1

To receive an update on the progress of the Wigginton Support Fund.

The Chairman reported that nobody requested to receive any help so far and the council will review this again at July's meeting.

11.1.2

Cllr Fordyce confirmed that he and Cllr Wilde had registered as online signatories on the Metro Bank account. Metro had set up the account for two signatories rather than an initiator plus two as requested. It was agreed that this gave adequate security.

12.

Finance.

Note

12.1

A resolution was passed to make the following payments PROPOSED BY Cllr Fordyce and SECONDED BY Cllr Wilde and carried unanimously:

12.1.1

BACs presented for payment at the meeting of Wigginton Parish Council held on 16th June 2020:

D Wild - Reimbursement – Zoom Pro Subscription	£ 14.39
S Walker - Reimbursement – Zoom Pro Monthly subscription	£ 14.39
Almar Tring – 200 Newsletters and 200 Insert	£ 215.00
R Peterson – Reimbursement for materials for signs	£ 75.00
Ernest Newhouse – Internal Audit Examination	£ 300.00
The Play Inspection Company LTD - Annual Inspection	£150.00
Patrick Stileman LTD - Tree Inspection and Risk Assessment	£ 540.00

12.2

To approve the Annual Accounts 2019/2020.

Note

The annual accounts for the financial year 2019/2020 were approved and signed by the internal auditor on the 9th June 2020.

12.3

To approve the Certificate of Exemption 2019/2020.

Note

The Wigginton Parish Council does not meet the criteria to approve the Certificate of Exemption.

12.4

To approve the Annual Internal Auditor Report for the year 2019/2020.

Note

The Chairman received the Internal Auditor Report and will prepare response in due course.

12.5

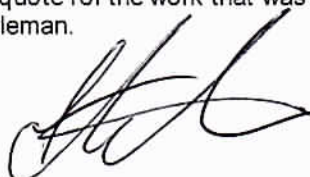
To approve Section 1, the Annual Governance Statement 2019/2020.

Note

This was approved by the internal auditor. The Clerk will organise for the Chairman to sign due to the council meeting being held remotely.



12.6	To approve Section 2, Accounting Statements 2019/2020. This was approved by the internal auditor. The Clerk will organise for the Chairman to sign due to the council meeting being held remotely.	Note
12.7	To agree the dates for the public rights period. The Clerk will set up dates that apply and organise for the notice for the public rights period to be put on the Wigginton Parish Council website and the village noticeboard.	Clerk
13.	Planning. DBC decisions of planning applications:	Note
13.1	18/05/2020 20/00140/FHA Extensions to front, side and rear of the property South Acres Chesham Road Wigginton Tring Hertfordshire HP23 6JE GRANTED	
13.2	Planning applications to be considered: 20/00834/FHA Construction of single storey rear extension replacing existing outhouse & front porch 242 Clayhill Wigginton Bottom Wigginton Tring Hertfordshire HP23 6HR. NO OBJECTION.	
12.2.1	20/01306/FHA Rear single storey extension The Croft Chesham Road Wigginton Tring Hertfordshire HP23 6JE. NO OBJECTION.	
12.2.2		
14.	Items for discussion: Green Spaces	
14.1	To consider quotes for resurfacing under the gym equipment.	TG
14.1.1	Cllr Grammenos reported that he got an unofficial quote from Clubb for £800 plus VAT but no other quotes were obtained. Cllr Grammenos will email the contractor to obtain an official quote for the meeting in July.	
14.1.2	To further consider proposals for development of the Recreation Ground. Cllr Wilde sent sketch of the wilding proposal to the members of the council and explained in detail the plans for the development.	Note/ DW
	A discussion took place about the plans for the pond and the council agreed that having the pond at Recreation Ground is a good idea, subject to risk assessments and health and safety issues which will need to be addressed accordingly.	Note
	The Parish Council agreed to contribute up to £100 towards the cost of roping off the proposed wilding area of the Recreation Ground project, PROPOSED BY Cllr Fordyce and SECONDED BY the Chairman and carried unanimously.	
14.1.3	To discuss the tree survey carried out by Patrick Stileman. The council agreed to get two other quotes including local tree surgeon Luke Mabbett to quote for the work that was highlighted in the survey carried out by Patrick Stileman.	SF



	Highways and Footpaths.	
14.2	To receive an update on situation regarding footpaths through Hill Green Farm.	Note
14.2.1	<p>ClIr Mitchell reported that there is a new sign up reading that the footpath is closed and should not be used by the public due to Covid-19. ClIr Wilde reported that he has not had a response from Dacorum Borough Countryside Officer Clayton Rae yet. <i>The Chairman suggested monitoring this matter and putting it for discussion if any new issues arise.</i></p> <p>To receive an update on road surface repairs to Hemp Lane.</p>	Note
14.2.2	ClIr Wilde received a notification from Herts CC of Hemp Lane road being closed for repairs. He contacted Ringway who advised that covered permanent repairs which would be done much later this year. They would advise ClIr Wilde in advance of the date.	
14.2.3	To receive an update on the visibility issue at the junction of Wigginton Bottom and Chesham Road.	DM
	ClIr Moore will contact Dacorum Borough ClIr Nick Hollinghurst to ask for the hedge to be back to allow better visibility in the area.	Note
	Climate Change Emergency.	
14.3	To receive update of progress from Sustainable Wigginton on the Climate Action Plan.	
14.3.1	No progress.	Note/ Clerk
	Any Other Business.	
15.	The Chairman reported that he was approached by a lady who would like to run a fitness class at the sports field.	
15.1	The councillors did not object and agreed to allow people to use the the area in return of a donation.	Note/ Clerk
15.2	To consider quotes for 4 wooden benches obtained by the Clerk.	
	<i>The Clerk provided the councillors with 2 quotes and after consideration it was PROPOSED BY ClIr Walker and SECONDED BY ClIr Axon to order 4 benches at the price of £750.96.</i>	
	Meeting Closed at 21:45 Gosia Turczyn, Wigginton Parish Clerk	
	