

Minutes of the Monthly Meeting of Wigginton Parish Council

Held on: Tuesday 19th January 2021

Location: Zoom – Online Video Conference

Present: S. Walker (Chair) (SW), T. Axon (Vice Chair) (TA), S. Fordyce (SF),
T. Grammenos (TG), M. Carr (MC)

Gosia Turczyn - Parish Clerk

One member of the public.

Copies: All Councillors and the WPC website

Item Description

1. Chairman's Welcome.

1.1 The Chair welcomed everyone and opened the meeting.

2. Apologies for absence to be accepted by the council.

2.1 Cllr Mitchell sent her apologies.

3. Declarations of Interests and Dispensations.

3.1 None.

4. Public Participation (max 15 min).

4.1 Member of the public raised a matter regarding Dacorum Local Plan. The member of the public reported about various policies included in the plan and expressed his interest in responding to the consultation as an individual.

5. Hertfordshire Police.

5.1 The Clerk reported that there were no crimes in December 2020.

6. Approval and Signing of Minutes.

6.1 The Minutes of the meeting held on Tuesday 15th December 2020 were PROPOSED BY Cllr Axon and SECONDED BY Cllr Grammenos as being correct and were to be signed by the Chairman.

7. Vacancy for Parish Councillor.

7.1 The Clerk reported that a notice of the vacancy is being displayed on the website and that Dacorum Borough Council was notified. The Parish Council will co-opt new councillor at the next meeting in February 2021.

8. Code of Conduct.



8.1

A discussion took place whether to adopt Code of Conduct that was circulated prior to the meeting. The Council agreed to wait for Borough Council to adopt new Model

A handwritten signature in black ink, consisting of several overlapping, fluid strokes that form a stylized, illegible name.

9. Financial Regulations.

9.1 Financial Regulations were circulated prior to the meeting. It was PROPOSED BY Cllr Fordyce and SECONDED BY Cllr Walker and carried unanimously adopt the Financial Regulations.

10. Financial Management and Risk Assessment.

10.1 The Council readopted Financial Management and Risk Assessment, subject to adding annual report of play area and outdoor gym equipment.

11. Clerk's Report/Village Warden's Report.

11.1 Warden Report:

Cllr Carr carried out the monthly warden check. He noted that the dog waste dispensers were not filled with bags. The Clerk confirmed that bags were ordered and that they will be redistributed by Sunnyside Rural Trust in due course.

The Council discussed how to secure the ground fittings of benches situated at the sports field and recreation ground. Cllr Axon will check the ground fittings and report back at the next meeting.

Cllr Carr reported that the entrance gate into the recreation ground is not stable with wooden posts being rotten. Cllr Axon reported that the cost to replace the gate including the posts, a hinge and a self-locking latch would cost approximately £500, including one day labour. The Chairman suggested obtaining another quote and the Council agreed to replace the gate with an authorized expenditure up to £500, PROPOSED BY Cllr Fordyce and SECONDED BY Cllr Axon.

The Council discussed the future maintenance of the village defibrillator and whether to get a contract with an external company who would be responsible for the annual maintenance. Cllr Grammenos obtained a quote from Defib Shop for an annual service at a cost of £165. It was PROPOSED BY Cllr Grammenos and SECONDED BY Cllr Fordyce and carried unanimously to accept the quote and get a contract with Defib Shop. The Chairman suggested for the Parish Council to formally adopt the village defibrillator. Report back at the next meeting.

11.2 Sunnyside Rural Trust:

The Clerk reported about SRT's responsibilities based on their contract with the Parish Council, which is due to be renewed on 30th September 2021. The Council is going to monitor the work delivered by SRT and decide whether they will renew the contract.

11.3 Items for Information from Clerk:

The Clerk reported about the parish website being updated by Cllr Carr.

12. Play Area and Sports Field.

12.1 To receive an update on the play area.



The Council decided to shut the play area due to crowds gathering and not adhering to the rules set out by the government to social distance. The Council will monitor the progress of the pandemic and will report back at the next meeting whether to reopen the play area.

12.2 Pitch works by Berkhamsted Raiders.

Cllr Grammenos met up with the operation's manager. He confirmed that the posts were installed and that the new goal posts supplied by Berkhamsted Raiders are now the asset of the Parish Council. The Clerk will update the asset register accordingly.

13. **Wigginton Support Fund.**

Cllr Fordyce reported that £140 was paid out of the fund to support the families eligible. The Chairman received correspondence from the school who thanked the Wigginton Support Fund for an ongoing help.

14. **Internal Audit.**

The Clerk obtained a quote from Etaerio recommended by other parish councils. It was PROPOSED BY Cllr Fordyce and SECONDED BY Cllr Grammenos and carried unanimously to accept the quote of £450 and appoint the internal auditor for this year's audit.

15. **Finance.**

15.1 The bank statement and bank reconciliation were circulated prior to the meeting and the Council agreed the accounts up to date.

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

BACS presented for payment at the meeting of Wigginton Parish Council held on 19th January 2021:

BACS	S Walker -	
	Reimbursement for Zoom Payment	£14.39

15.3 Wigginton Parish Council agreed the precept and signed the Dacorum Budget Forms and Precept Demand, PROPOSED BY Cllr Fordyce and SECONDED BY Cllr Axon and carried unanimously. The Clerk will submit the forms to DBC.

16. **Planning.**

DBC decisions of planning applications:

16.1

20/03773/NMA Non material amendment to planning permission 20/01577/RES (Submission of reserved matters (access, appearance, layout, landscaping and scale) attached to planning permission 20/00076/OUT (Replacement Dwelling (To replace the existing singlestorey bungalow with a 2-storey dwelling). Green Hedges Chesham Road Wigginton Tring Hertfordshire HP23 6HH. **GRANTED**



Planning applications to be considered:

16.2

20/03831/AGD Steel Portal framed fully enclosed Agricultural Building. Woodview Tinkers Lane Wigginton Tring HP23 6JB. **OBJECTION**

Items for discussion.

17. Green Spaces.

17.1 Recreation Ground gate.

This was discussed earlier on at this meeting.

17.2 Sustainable Wigginton.

Cllr Axon confirmed that she will be representing the Sustainable Wigginton since the departure of David Wilde. She updated the Council on the recreation ground project. The Dacorum Green Community Grant will be submitted by the Clerk before 31st January 2021.

17.3 Noticeboard.

The Clerk reported that the Parish Noticeboard located outside the Village Hall is deteriorating. The Chair and Cllr Axon will check the state of the noticeboard and *report back at the next meeting.*

18. Highways and Footpaths.

The Council agreed to not get involved in the discussion about the hedge at the footpath beside St Bartholomews School.

19. Any Other Business.

19.1 The Chairman reported about obtaining permissive path for the land between Wick Road and Osbourne Way. The Clerk will investigate with Dacorum Borough Council what is the way forward regarding signing the path as a permissive path.

Meeting Closed: 21:25

Gosia Turczyn, Wigginton Parish Clerk

19th January 2021

