

# WIGGINTON PARISH COUNCIL

## PARISH COUNCIL MEETING Held in Wigginton Village Hall Tuesday 18<sup>th</sup> October 2022 at 8 pm

---

### MINUTES

In attendance: Cllr Walker (Chairman), Cllr Axon (Vice Chair), Cllr Carr, Cllr Maisey, Cllr O'Sullivan, Cllr Pattison – Lora

Gosia Turczyn – Wigginton Parish Clerk  
Six members of the public and the Parish Warden

**22/83 Chairman's Welcome.**

The Chairman welcomed everyone and opened the meeting.

**22/84 Apologies for absence to be considered by the Council.**

The Council considered and unanimously accepted apologies sent by Cllr Stillwell and County Cllr Symington.

**22/85 Declarations of Interest and Dispensations.**

None.

**22/86 Public Participation.**

22/86 1. Member of the public spoke about the 22/02944/FUL Proposed array of PV panels installed on ground, creation of landscape bund to east of array, new planting to south of array Park Farm the Twist Wigginton Tring Hertfordshire HP23 6DU planning application.

22/86 2. Members of the public raised concerns regarding the traffic, speeding and road safety issues at Cow Roast. A member of the public spoke in detail about a recent fatal accident and number of other incidents caused by poor visibility at the junction and surrounding roads. Residents affected by poor traffic management had highlighted this matter with County Cllr Symington prior to the meeting. The Clerk read out a report sent by County Cllr Symington confirming that HCC Highways and other stakeholders had been notified and a site visit was carried out to determine what traffic measures should be implemented to improve the road safety. The Parish Council agreed to support the concerns of residents at Cow Roast but due to its limited powers it could only highlight the issue with Hertfordshire County Council. Members of the public were asked to forward photographic evidence to HCC Highways and County Cllr Symington.

**22/87 Hertfordshire Police.**

There has been no report sent by PCSO.

**22/88 Minutes of the Parish Council meeting held on 27<sup>th</sup> September 2022.**

Minutes of the Wigginton Parish Council meeting held on 27<sup>th</sup> September 2022 were PROPOSED BY Cllr Maisey and SECONDED BY Cllr Axon as being correct and were to be signed by the Chairman.

**22/89 Wigginton Community Projects.**

22/89 1. Planting Trees project.

Cllr Axon drafted a design for a commemorative plaque. The design will be put for approval by all groups involved in the project. The trees have been delivered and will be planted on the 19<sup>th</sup> October in the designated area. The Parish Council will set an official date to put the plaque in.

22/89 2. Wigginton Fireworks 2022.

The Fireworks and Bonfire risk assessment and site management plan was approved by the Council, PROPOSED BY Cllr Walker and SECONDED BY Cllr Carr. Wigginton Helping Hands volunteers will be supporting the event by collecting donations from attendees.

22/89 3. Ultrafast Broadband – Update from Cllr Carr.

The Council expressed appreciation and thanked Cllr Carr for his ongoing work and contribution on this project. Cllr Carr confirmed that there had been enough residents who validated their vouchers and Openreach will hold a public presentation on the 3<sup>rd</sup> December 2022 in the Village Hall.

**22/90 Warden's Report.**

The warden's report was circulated prior to the meeting and the parish warden was present at the meeting to take any questions from members. The Council discussed the following:

1. Dog training had been occurring on the Sports Field and several members of the public approached the dog trainer expressing concerns. The parish warden spoke to the dog trainer asking for the activity to be conducted on the Recreation Ground instead, however this was not achieved. **Action:** The Council agreed to investigate designating an area on the Sports Field for dog training under the Public Space Protection Order and to put up a sign stating that no business should be conducted on a private land. The Clerk will seek advice from DBC and HAPTC.

**22/91 Clerk's correspondence.**

22/91 1. Cow Roast traffic management.

This was discussed under Minute 22/86 2 Public Participation.

22/91 2. The Council agreed unanimously to donate £30 to the RBL Poppy Appeal for wreath that will be presented on behalf of the Parish Council on the Remembrance Day.

**22/92 Play Area and Open Spaces.**

22/92 1 Play Area.

The Council is in the process of obtaining quotes to resurface the play area. The Council discussed whether to carry out the ground preparation by using volunteers to save costs. Work in progress.

**22/93 Wigginton Parish Council Grants.**

Applications are to be invited from local community groups to apply for small grant which would benefit the residents of Wigginton parish. The closing date for applications is to be 30<sup>th</sup> November 2022. The Clerk will add the information on the website and will contact groups featuring in the last year's Oddy Newsletter.

**22/94 Internal Controls.**

22/94 1. Communication and Engagement strategy policy.

It was PROPOSED BY Cllr O'Sullivan and SECONDED BY Cllr Axon to adopt this policy subject to minor amendments.

22/94 2. Working Party Terms of Reference policy.

This was approved unanimously.

**22/95 Traffic and Speeding.**

HCC Highways had asked for more photographic evidence of inconsiderate parking at the Bit.

**22/96 Finance.**

22/96 1. Wigginton Parish Council had successfully completed the annual audit. Certificate of conclusion is being displayed on the parish noticeboards and website.

22/96 2. The bank statement, monthly budget report up to date and bank reconciliation were circulated prior to the meeting and the Council agreed the accounts.

22/96 3. A resolution was passed to make the following payments, PROPOSED BY Cllr O'Sullivan and SECONDED BY Cllr Maisey:

BACS presented for payment at the meeting of Wigginton Parish Council held on 18<sup>th</sup> October 2022.

<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>TOTAL: £834.80</b>
M W Agri Ltd	Ground Maintenance July and August and – paid by SO	£356.50
HMRC	Clerk's PAYE Tax	£60.80 October
Anglo Dutch Ltd	Payroll Provider Quarterly invoice	£54.00
PKF Littlejohn LLP	External Auditor Fee Year End 31 <sup>st</sup> March 2022	£240.00

Etaerio Ltd	Internal Audit for year ending 31 <sup>st</sup> March 2022	£480.00
-------------	--	---------

22/96 3. Preliminary discussion on 2023/2024 budget.

Cllr Maisey suggested to increase the precept based on the ongoing cost to the council that will raise due to the inflation. The cost of ground maintenance was confirmed to raise 2,5% and the parish warden's hourly was confirmed to be higher. The Council agreed to budget for the upcoming 2023 local elections and include provision for tree survey and ongoing maintenance. Action: The Clerk and Cllr Maisey will have a meeting to discuss the budget and to implement the proposed figures. The second draft will be circulated prior to the November meeting.

**22/97 Planning.**

22/97 1. DECISIONS:

None received.

22/97 2. APPLICATIONS:

- 22/02944/FUL Proposed array of PV panels installed on ground, creation of landscape bund to east of array, new planting to south of array Park Farm The Twist Wigginton Tring Hertfordshire HP23 6DU – Support.
- 22/02873/FHA Construction of a menage Paddockside Tinkers Lane Wigginton Tring Hertfordshire HP23 6JB – The Council supported this application but recommended for a separate application for lighting to be submitted.
- 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. The Cow Roast Inn Tring Road Cow Roast Tring Hertfordshire HP23 5RF - No comment
- 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 The Cow Roast Inn Tring Road Cow Roast Tring Hertfordshire HP23 5RF - No comment
- 22/03057/FHA Single-storey rear extension Lodge Farm Rossway Berkhamsted Hertfordshire HP4 3UD - No comment.

- Consultation on South West Herts Joint Strategic Plan.

Cllr Maisey had briefed the Council on the consultation and what it involves. Hard copies of the questionnaire will be put in the village shop and the link to the online survey will be added to the Facebook page.

**22/98 Any Other Business.**

None.

Meeting Closed 21:51

Signed and dated