



Wigginton Parish Council

Village Hall, Chesham Road, Wigginton HP23 6EH
E: CLERK@WIGGINTONHERTSPC.ORG.UK
W: WWW.WIGGINTONHERTSPC.ORG.UK

To Councillors: Trenna Axon (Vice Chair), Charles Maisey, Sharon O'Sullivan, Celia Pattison-Lora, Harriet Stillwell, Steve Walker (Chair) and Keith Western

Notice is hereby given that a meeting of Wigginton Parish Council will be held on Tuesday 17th October 2023 at 8 pm, Village Hall, Chesham Road, Wigginton, HP23 6EH for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

Members of the public and press are allowed by legislation to attend this meeting.
Please note that meetings are recorded.

Gosia Turczyn
Gosia Turczyn

Clerk to the Parish Council
11.10.2023

Members requiring further information or clarification on items on this agenda are requested to enquire prior to the meeting.

AGENDA

23/63 Apologies.

To consider and accept apologies.

23/64 Interest and Dispensations.

To receive any declarations of interest for items on the agenda or requests for dispensation.

23/65 Public Participation (max 15 minutes).

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

23/66 Minutes

To approve and sign the minutes of Wigginton Parish Council meeting held on the 19th September 2023 and the Extraordinary Wigginton Parish Council meeting held on the 27th September 2023 as a true and accurate record of proceedings.

23/67 Parish Website and Communications Strategy

Council to agree on setting up a working group to investigate a new website design proposals and costings.

23/68 Reports to Council

- a) Clerk's report. Appendix 1
To note the report.
- b) Warden's report. Appendix 2
To discuss matters arising from the report and approve expenditure if required.
- c) PCSO report.
Included in the Clerk's report.

23/69 Planning Matters

- a) Application (s):
 - 23/02183/ROC Variation of Condition 2 (Approved plans) and 4 (Tree Protection Measures) attached to planning application 21/02925/FUL - Change of use from Sui Generis to C3 residential. Construction of two pairs of semi detached dwellings comprising two four bedroom properties and two three bedroom properties. Wigginton Garage Chesham Road Wigginton Tring Hertfordshire HP23 6EJ
 - 23/02290/FUL Change of use of the existing property from Sui Generis (garage and coach hire business) to residential (Use Class C3). Demolition of all existing buildings and construction of 2 residential units with associated works. Wigginton Garage Chesham Road Wigginton Tring HP23 6EJ
- b) To consider and approve any Parish Council responses to any planning applications received during the period after which the agenda was published. List of planning applications relevant to Wigginton Parish can be found at www.dacorum.gov.uk
- c) Decision(s) issued by Dacorum Borough Council:
 - 23/00420/FHA Bens Ley, Tinkers Lane, Wigginton, Tring, Hertfordshire, HP23 6JB, First floor side extension and construction of pitched roof over garage. Granted
 - 23/01860/FHA The Orchard, Hemp Lane, Wigginton, Tring, Hertfordshire, HP23 6HF, Single Storey Rear Extension Granted
 - 23/01861/LBC The Orchard, Hemp Lane, Wigginton, Tring, Hertfordshire, HP23 6HF, Single Storey Rear Extension Granted
- d) Appeals:
 - 23/00047/FUL The Construction of an Equestrian training area (Menage) 40M x 20M Paddockside Tinkers Lane Wigginton Tring Hertfordshire HP23 6JB

23/70 Community Projects and Events.

- a) To review the community survey responses.
- b) Wigginton Village Signs

- i) To agree a proposal for maintenance of the village signs.
- c) Community litter pick.
 - i) To discuss whether to hold an autumn litter pick.

23/71 Highways and Footpaths

- a) To discuss the frontage to the Sports Field.
- b) To receive and approve a quote to paint the crossroad sign at the War Memorial.

23/72 Play Area

The Council had received a grant of £10,000 from the National Lottery Community Fund towards the resurface of the playground. The Council to discuss other funding sources.

23/73 Wigginton Fireworks event

To review and agree the arrangement for the Fireworks event organised by Friends of Wigginton.

23/74 Wigginton Parish Council Grants

Applications are invited from community groups to apply for a small grant which would benefit the residents of Wigginton Parish. The closing date to apply is 14th of November 2023.

23/75 Flooding and Drainage. Appendix 3

To agree actions arising from the drain survey report carried out by the parish warden.

23/76 Tree survey. Appendix 4

- a) To note the survey report.
- b) To approve a quote of £3,480 including VAT from R.L.M Tree and Garden Services for work to trees.

23/77 Internal Controls – Governance, Policies and Procedures. Appendix 5

- a) To approve the Review of Effectiveness of Internal Audit and Auditor.
- b) To approve the Terms of Reference for a Staff Committee.

23/78 Finance - Appendix 6

- a) Wigginton PC had successfully completed the annual audit. Notice of conclusion of audit and other statutory documents are being displayed on the parish noticeboard and website. Council to decide how long the documents should be published for (on the noticeboard only).
- b) To review and agree the accounts that were circulated prior to the meeting including bank statements and reconciliation and monthly budget report.
- c) To pass resolution to authorise schedule of payments circulated prior to the meeting.
- d) To note receipt of income.
- e) Further discussion on 2024-2025 budget.

23/79 Any other business not requiring formal decision.

Meeting close.

Next meeting will be held on the 21 November 2023 at 8 pm.