

HUNTINGTON PARISH COUNCIL

c/o Huntington Community Centre,
26, Strensall Road, Huntington,
YORK YO32 9RG.

Tel: 01904 607531

e-mail: huntington.parishclerk@yahoo.co.uk

www.huntingtonparishcouncil.co.uk

Minutes of the Monthly Council Meeting of Huntington Parish Council held on Wednesday 18th September 2019 at Huntington Community Centre at 7.00pm.

| | |
|-----------------------------|---|
| PRESENT: | D. Geogheghan-Breen (DB) – Chairman, Councillor D. Jobling (DJ), Councillor M. Duncanson (MD), Councillor D. Smith (DS), Councillor A. Hawxby (AH), Councillor S. Jobling (SJ), Councillor C. Hillman (CH), Councillor J. Willis (JW), Councillor G. Shann (GS), Mrs Gill Chivers (GC) – RFO, a member of the public and Lorraine Frankland (LF) – Parish Clerk |
| APOLOGIES: | Councillor J. Shann (JS), Councillor K. Deadman (KD) and Councillor K. Orrell (KO) |
| CIRCULATION: | To attendees, apologies and other all members of the Parish Council |
| MINUTES PREPARED BY: | Lorraine Frankland |
| DATE (Draft): | 27/09/19 |
| DATE TO BE APPROVED: | 16/10/19 |

| ITEM | | ACTION |
|------|---|---|
| 28. | <p><u>To Accept Apologies and Reasons for Absence</u></p> <p>Councillor K. Deadman (KD); absent due to prior commitments Councillor J. Shann (GS); absent due to annual leave Councillor K. Orrell (KO); absent due to attending CoYC meeting <u>It was resolved to</u> approve the apology and reason for absence.</p> | |
| 29. | <p><u>To Note Declaration of Interests</u></p> <p>i) <u>To Receive Declarations of Personal, Prejudicial or Disclosable Pecuniary Interests (not previously declared) on any Items of Business</u> None declared</p> | |
| 30. | <p><u>To Consider Business from Members of the Public</u></p> <p>i) A resident attended and presented photographs of the damage to the newly laid footpath on Avon Drive. It was resolved to: contact the CoYC and submit the images requesting that the issue be dealt with</p> <p>ii) A resident has contacted GC informing her that businesses are using Yearsley Green to erect banners publicising their business, it was agreed that; GC should inform the resident that this is not allowed and that they should contact CoYC immediately (who will arrange to have the banners removed), they could also inform the parish clerk, who has never seen any banners when visiting the area</p> <p>iii) The hedge on Mill Hill has grown and is now preventing cyclists from using the cycle path at all, it was agreed that; the resident should be encouraged to contact CoYC online and report the problem, LF will also highlight the issue on health and safety grounds the hedge can be cut back before the end of August</p> <p>iv) A resident had complained to JW about the rubbish at the rear of HSSC which was adjacent to their garden, JW was informed that HSSC were, in fact on with this and have a skip on site; with a second ordered to clear away both HSSC rubbish and that left by the Travellers. JW also raised a concern of the same resident that, their neighbour wished to install a fence to create some privacy in their garden, however the railings behind the club house were set into concrete which encroaches onto their land. JW was asked to inform the residents that; they should contact HSSC in the first instance with any concerns, however in</p> | <p>LF</p> <p>GC</p> <p>LF</p> <p>JW</p> |

regards to the railings; it was believed that they were installed by Ryedale Council when both the field and the houses on North Moor were property of the District Council, therefore it is unlikely that the land in which the concrete for the railings are set forms a part of the curtilage of the social housing, which was subsequently sold into private ownership.

31. Co-option of Councillors

- i) Ward Councillor Keith Orrell (KO), has indicated his willingness to stand again as a Parish Councillor for Huntington Parish Council, DJ proposed and MD seconded the co-option the vote was carried unanimously (KO will sign his acceptance of Office at the next Full Parish Council meeting)
- ii) Jay B. Badenhorst (JB) was proposed by SJ, seconded by CH the co-option to role of Parish Councillor was carried unanimously

32. Minutes: To Approve the Minutes of the Monthly Parish Council Meeting held 19/06/19

The minutes of 19/06/19 were approved as a true and accurate record of said meeting signed and dated by Chairman.

33. Policing and Security Matters

- i) To Note NY Polices update in regards to Crime figures
DJ read the report to those present, the attempted ATM theft at the Post Office and the theft of Prescriptions from the GP's surgery
- ii) To Consider any other security related issues
No other issues were raised

34. Finance and Policy Issues:

- i) To consider minutes of Finance and Policy meeting held on 16/07/19
Considered and signed by DB
- ii) Recommendations from Finance and Policy meeting
Recommendation that; James Mackman be reappointed as internal auditor.
Agreed
Recommendation that; the current website be replaced as it is becoming somewhat dated and hard to manage and an Accessibility Statement is needed for HPC website to comply with legislation. **Approved**
Recommendation that; DB contact YLCA for advice with a view to a salary review (of Clerk of Burial Board, Clerk and RFO of HPC and the relation between these) and that current job descriptions be considered. **Approved**
- iii) To Note Monthly Bank Reconciliation Report
Monthly Bank Reconciliation Report noted

iv) To Approve Invoices Presented for Payment

| INVOICES PRESENTED FOR PAYMENT 17 JULY 2019 | | | |
|---|------|---|-------------------|
| Complete Office Sols | Cq | Photocopier June 2019 | 95.16 |
| Sleightholm Landscapes | Cq | Church Yard Grass x 2 months | 804.00 |
| Noel Winteringham | Cq | Gardening scheme April/May/June | 2688.00 |
| Noel Winteringham | Cq | Stratford Way fencing | 790.00 |
| Stoneplan Ltd | Cq | Bus Shelter/Notice Board Cleaning | 2148.00 |
| Stoneplan Ltd | Cq | Grass cutting x 3 Darwin Close | 180.00 |
| JMS | Cq | Grass cutting June | 730.00 |
| JMS | Cq | Gardening scheme - June | 660.00 |
| Orchard Park Association | Cq | Gala Meeting 3 July | 20.00 |
| Andrew Towmerton | Cq | Neighbourhood Plan addendum | 300.00 |
| James Mackman | Cq | Internal Audit for year ended 31.3.19 | 150.00 |
| Hiscox Ltd | Cq | Cancellation Insurance - Gala | 280.00 |
| Just Climb | Cq | Mobile Climbing Unit - Gala | 530.00 |
| YF Events | Cq | Balance re Tables/Chairs - Gala | 429.19 |
| Rachel Simpson | Cq | Little Poppets soft play - Gala | 125.00 |
| Mr Magic | Cq | Circus Avago - Gala | 675.00 |
| HMRC | Cq | PAYE July 2019 | 464.07 |
| Mrs L Frankland | AP | Clerk salary + 50% home as office July 2019 | 1136.22 |
| Mrs L Frankland | AP | 50% Use of home as office July 2019 | 18.00 |
| Mrs L Frankland | AP | Phone and Internet Security 5 months | 312.18 |
| Mrs G H Chivers | AP | RFO salary July 2019 | 486.20 |
| Mrs G H Chivers | AP | Use of home as office July 2019 | 12.00 |
| Stephen Wadsworth | AP | Street cleaning 4 weeks | 390.00 |
| Stephen Wadsworth | AP | Gardening scheme - 4 weeks | 270.00 |
| Stephen Wadsworth | AP | Garden - fuel | 12.68 |
| Yorkshire Bank | DD | Bank Charges June 2019 | 13.80 |
| TOTAL EXPENDITURE | | | £13,719.50 |
| INCOME: | | | |
| Yorkshire Bank | Bacs | Gross Interest | 12.15 |
| H.ton Allotments Assoc | Cq | Allotment Rent/Drainage | 128.37 |
| HMRC | Bacs | VAT refund | 1,984.13 |
| | | | £2,124.65 |
| INVOICES PRESENTED FOR PAYMENT BETWEEN MEETINGS: | | | |
| Nest Pensions | DD | Clerk Pension | 53.27 |
| Lindsay Ball | AP | Outside Caretaker Orchard Park | 226.90 |
| John Cliffe | AP | Outside Caretaker Orchard Park | 543.10 |
| | | | £823.27 |

Invoices checked and approved by Councillor M Duncanson
It was resolved to approve all above invoices and an additional cheque for £450.00 for Big Bounce (Gala) for immediate payment

v) To Note Current Financial Situation

Current Financial Situation noted

35. **To Consider Current Licensing Applications:**

None received

36. **Asset Management**i) Open Agenda Item for Community Centres/Halls to present a reporta. Huntington Memorial Hall

Given the issues at HSSC with unauthorised occupation of the field the Memorial Hall are now closing the gates to the car park

b. Huntington Community Centre

They have had their AGM, and are decorating the Board Room as well as having a new hearing loop and new carpet fitted. They now have a mini five-year plan.

c. Orchard Park Community Centre

On 06/0719 the Orchard Park caretaker was threatened with a knife and the children involved would not allow them out of the building.

There was a **proposal** to; bar the those involved with 3 councillors for and 3 against the Chairman voted against and it was **resolved** not; to bar them on this occasion, however should it happen again it was **agreed** those involved would be barred.

ii) To Receive Reports from those Councillors who have nomination rights to Outside Bodies:

a) Huntington Riverside Environmental Park

JW asked how often the play equipment was inspected: Weekly by LF, quarterly by Park Lane and Annually by ROSPA

b) Huntington Sports and Social Club

There has been an issue with Travellers setting up on the HSSC field (11/07/19) CoYC have enacted an enforcement notice and they should have left by next week. The club is closed for the safety of the staff.

The club is looking at getting new gates to prevent this happening in future

c) Yorkshire L.C.A.

Last meeting 06/06/19, we were not able to send a representative

d) Huntington Burial Board

The Clerk is sorting out the accounts for the period August - November 2018

There is to be a meeting with Sheena from the YLCA on 19/07/19 to discuss the way forward with the burial Authority.

iii) To Receive Report re: Ward Team Meeting

Nothing to feedback.

37. **Planning and Green Belt Issues**

i) To Consider Minutes of Planning Committee Meeting held 26/06/19

Minutes considered

ii) To Consider any further Planning and Green Belt issues

Non raised

iii) Neighbourhood Plan Update

We now require a Habitat Analysis before the CoYC will consider the Plan Completed.

38. **Amenities**

i) To Consider Minutes of Amenities Meeting is to be held on 02/07/19

- Speed Watch, AH agreed to take the lead on this
- LF to chase Vertigrow about the Autumn planting of the planters at the WMC site
- The **Recommendation** to; purchase name badges for all councillors (£230.22 Inc. VAT) **agreed**
- CH to contact the lady regarding the Traction Engine at the Gala, many thanks for the offer however too late for this year, but perhaps next year.

AH
LF
LF
CH

39. **Parish Council Administration Issues**

i) Dates for Diary: Planning Meeting 17/07/19, 07/08/19 Amenities Meeting 03/09/19, *Pre Gala meeting on 06/08/19 at HSSC at 7:00pm (All Cllr's who are helping on the day to attend if possible)*

ii) To Discuss arrangements for next Huntington Walkabout New Lane Farm Shop 23/07/19 11am

40. **To Note Correspondence Received**

Electronic mail forwarded to Parish Councillors.

41. **To Confirm Date, Time and Venue of Next Meeting**

Monthly meeting of Huntington Parish Council to be held Wednesday 18th September 2019 commencing at 7.00pm in Huntington Community Centre, Strensall Road, Huntington. **Meeting closed at 8:20pm**