



Minutes of the Annual Parish Meeting of Huntington Parish Council held on Wednesday 17th April 2024 at 7.00pm.

PRESENT:	Councillor D. Jobling (DJ) – Chair, Councillor K. Orrell (KO), Councillor D. Geogheghan-Breen (DB), Councillor M. Duncanson (MD), Councillor S. Jobling (SJ), Councillor J. Willis (JW), Councillor S. Phoenix (SP), five members of the Friends of Huntington Cemetery (FoHC), two PCSO's and Lorraine Frankland (LF) - Parish Clerk/RFO
APOLOGIES:	Councillor A. Hawxby (AH), Councillor S Rawlings (SR), Councillor Y. Safder (YS) and Naurin Fatima (NF) - Cemetery Clerk
CIRCULATION:	To attendees, apologies and other all members of the Parish Council
MINUTES PREPARED BY:	Lorraine Frankland
DATE (Draft):	30/04/2024
DATE TO BE APPROVED:	16/04/2025

ITEM		ACTION
1.	<p><u>To Note Apologies for Absence;</u> Councillor A. Hawxby (AH); absent due to illness Councillor S Rawlings (SR), Councillor Y. Safder (YS) and Naurin Fatima (NF); absent due to private commitments <u>It was resolved</u> to approve all apologies and reasons for absence.</p>	JW entered at 7:01
2.	<p><u>To Approve Minutes of The Annual Parish Meeting of 19/04/2023</u> Minutes approved as a true and accurate record of said meeting, signed and dated by Chairman.</p>	
3.	<p><u>Chairman's Report:</u> <i>David Jobling - Chair – 17 April 2024</i> Firstly, I would like to thank Lorraine and Naurin for their work this year Lorraine has had a lot of work to do this year as she is both our Clerk and RFO, bringing us into the 21st century and organising lots of forms and procedures that we need to have and Naurin dealing with a potentially challenging year as our cemetery clerk. The year started with a difficult time at our cemetery, dealing with the gardener and the rule 10 problem. But out of that problem a group of individuals, formed the Friends of Huntington Cemetery, Malcolm as chair of our committee has formed an efficient working relationship and the cemetery is running smoothly and is now looking great. We have lost a few Parish councillors; Darren Smith, Gerry and Julie Shann, Kevin Deadman, Jay Badenhurst, Nathan Watkins, Charlie Hillman, Kay Glover, Pamila Hoggarth. We thank them for their service. However, we have gained a few new Councillors; Yasmin Safder, Steward Rawlins, Sammi Phoenix, Mark Gowland. We still need more parish Councillors</p>	

The Environment Park Committee was disbanded, and the Parish Council is looking after this, all be it in a less formal way.

The Gala was again a great success, with lots of activities and charities attending. We thank the Gala committee for their work. We decided this year to scale down the gala to cut down on costs. We would not be able to hold a gala at all if it was not for the memorial hall and their financial contribution again. The Gala committee is led by Yasmin Safder this year.

Our play areas are suffering to a large extent because of the amount of rain. We have problems getting Garth Road play area drained before we install new play equipment and repair existing, Orchard Park has problems actually getting the grass cut , because it is permanently wet

The web site is not completed yet, after the supplier promised it would be accessible months ago and our new e-mail addresses are not completed.

Huntington now has 2 large new housing developments approved by CYC and the Parish Council are in dispute with all the builders as to the actual site make up, about access roads, schools and potential noise disruption to the cemetery.

The 3 Community Centres are doing well and provide a service to our community. The Memorial Hall is again financially on a firm footing, with its regular users, Orchard Park and the Community Centre both continue to have a large number of local users

Looking forward our financial situation is not too good, and we need to look at our expenditure for next year, particularly as we have decided to look for an assistant for Lorraine

I am sorry that this report is mainly focused on the negative.

Lorraine Frankland suffered a migraine and Diane Geogheghan-Breen kindly read the RFO report on her behalf

4. RFO REPORT – HUNTINGTON PARISH COUNCIL 2023-2024

The Precept of £144,657.70 was an increase of 10% on the previous year (2022/23), the Council carried forward an underspend from the previous year of £13,143.55 and restricted funds of £29,600.00 grants received for improvements to Garth Road Playground and £15,000.00 restricted funds for drainage work to be carried out before any of the equipment can be replaced, the drainage work was scheduled to take place during the 2024 February half term, however the recent wet weather has prevented this from happening. The total balance in Huntington Parish Councils account as of 31/03/2023 was £57,743.55

As HPC records the finances on a receipts and payments basis, all transactions have to be recorded as they actually come in and out of the account. The Double Taxation payment received from City of York for 2023/24 has not reached the HPC Bank account before the year end on 31 March 2024.

The Gardening Scheme continued to run this year, there was sadly once again a drop in numbers, however this enabled several new recipients onto the scheme. The scheme is intended to be from the start of April to the end of October but, due to the wet weather conditions, once again over-ran towards the end of November. The cost of running the scheme increased from £13,019.00 to £18,665.00 and increase of 43.3% on the previous year, this was in part due to contractors increasing their prices and the additional grass cuts necessary because of the wet weather and extended growing season.

HPC continues to have four employees – Lorraine as Clerk and RFO and John Cliffe and Lindsay Ball to look after the Orchard Park play area and park – one working four days and the other three - John also works for HPC on three days as the Street Cleaner and the Cemetery Clerk who was TUPE to the Parish Council. All legislation as regards employment is noted and pay rates are reviewed annually for all staff. John and Lindsay are to enter the NALC pay scales at point 12 from 01/04/2024 the Cemetery Clerk and Parish Clerk/RFO pay rates are dictated by NALC

The Parish Council continues to fund a Citizens' Advice Bureau Outreach Service at Huntington Community Centre at a cost of £5,316.00 an increase of 10.5%

The Play areas continue to be a well-used asset and as such the maintenance costs have increased to £10,598.40 (Orchard Park £5,414.00, Garth Road £3,302.00, Vesper Walk £1,088.00 and inspections £794.40). The cost to the Parish of the litter collection and daily inspections and gate closing at Orchard Park is an additional £9,918.00

The Parish insurance cover is reviewed annually in depth, whilst we are tied to our current providers until the end of April 2025. There was an increase in the premium for 2023/2024 to £12,553.16, however the cemetery insurance is now included in the premium.

Invoices to be presented for payment, bank reconciliations and the up-to-date financial situation continue to be circulated to Councillors monthly. Safia Kauser, was appointed as internal auditor and an interim inspection has raised several recommendations, which HPC has agreed to implement. External Audit with PKF Littlejohn were successfully completed last year.

We have introduced a new accounting package (Scribe), this year at a cost of £1,784.40 for the setup and the years licence. We also have a new .gov.uk website and Councillors have .gov.uk email addresses at a total cost of £1,958.40 including annual support.

As 2023 was an election year we had four parish councillors Kelly Glover, Charlie Hillman, Gerald Shann and Julie Shann who chose not to re-stand and a further three Councillors Darren Smith, Jay Badenhorst and Nathan Watkins left during the year due to changing personal circumstances I would like to acknowledge their contributions to the parish council.

I would like to thank Naurin for her continued support, together with Councillor Dave Jobling as Chair and all other Councillors for their help and advice. We have three new Councillors bringing the current number to ten, (D. Jobling, K. Orrell, D. Geogheghan-Breen, A. Hawxby, M. Duncanson, S. Jobling, J. Willis, S. Phoenix, S. Rawlings, Y. Safder.

Lorraine Frankland – Responsible Finance Officer – April 2024.

5. Questions Raised by Members of Huntington Parish

PH- Asked if 2023 had now been signed off, and when will they appear on the website?

AK-Asked why does Orchard Park keep asking for money from the Parish Council, when the other entities seem self-funding?

It was **Agreed** to consider the point raised by AK

Meeting closed at 7.22pm