

HUNTINGTON PARISH COUNCIL

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Minutes of the Monthly Council Meeting of Huntington Parish Council held on Wednesday 18th December 2019 at Huntington Community Centre at 6.30pm.

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 J. Willis (JW), Councillor J. Shann (JS), Councillor K. Deadman (KD) Mrs Gill Chivers (GC) – RFO, a member of the public and Lorraine Frankland (LF) – Parish Clerk
APOLOGIES:	Councillor C. Hillman (CH), Councillor G. Shann (GS), Councillor J Badenhorst (JB) and Councillor K. Orrell (KO)
CIRCULATION:	To attendees, apologies and other all members of the Parish Council
MINUTES PREPARED BY:	Lorraine Frankland
DATE (Draft):	22/12/19
DATE TO BE APPROVED:	15/01/20

ITEM		ACTION
86.	<p><u>To Accept Apologies and Reasons for Absence</u></p> <p>Councillor C. Hillman (CH); absent due to prior commitments Councillor J Badenhorst (JB); absent due to annual leave Councillor K. Orrell (KO); absent due to other commitments Councillor G. Shann (GS); absent due to other commitments causing him to be delayed</p> <p><u>It was resolved to</u> approve the apology and reason for absence.</p>	
87.	<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>	
88.	<p><u>Minutes: To Approve the Minutes of the Monthly Parish Council Meeting held 20/11/19</u></p> <p>The minutes of 20/11/19 were approved as a true and accurate record of said meeting signed and dated by DB.</p>	
89.	<p><u>Finance and Policy Issues:</u></p> <p>i) <u>To consider minutes of Finance and Policy meeting held on 09/12/19</u> Considered and signed by DB</p> <p>ii) <u>Recommendations from Finance and Policy meeting</u> Recommendation that; HUNTINGTON CEMETERY TERMS OF REFERENCE be adopted. <u>Approved</u></p> <p>Recommendation that; a 10% increase be made to the Precept for 2020/2021 from £119552 to £131,507. <u>Approved</u></p> <p>It was proposed that; GC revise and update the Standing Orders of November 2018 to encompass Huntington Cemetery Committee and its Terms of Reference, for circulation at the next Full Parish Meeting. <u>Approved</u></p> <p>iii) <u>To Note Monthly Bank Reconciliation Report</u> Monthly Bank Reconciliation Report noted</p>	GC

iv) To Approve Invoices Presented for Payment

HUNTINGTON PARISH COUNCIL			
INVOICES PRESENTED FOR PAYMENT 20 NOVEMBER 2019			
Complete Office Sols	Cq	Photocopier Oct 2019	95.16
Stoneplan Ltd	Cq	Bus shelter + Notice Board cleaning	2148.00
Stoneplan Ltd	Cq	Grass cutting Darwin Close 2 x Oct	120.00
John Stead	Cq	Grass cutting Oct	730.00
Sleightholm Landscapes	Cq	Grass cutting Church yard	402.00
Citizens Advice York	Cq	April to Sept 2019 outreach service	2409.00
Royal British Legion	Cq	Remembrance wreath	17.00
Cllr D Jobling	Cq	Remembrance wreath	41.00
Cllr D Jobling	Cq	Neighbourhood Plan Copies	48.00
Bagnalls Ltd	Cq	OP Main hall + corridor decorating	1556.40
HMRC	Cq	PAYE November 2019	345.40
Mrs L Frankland	AP	Clerk salary + 50% home as office Nov 2019	1136.22
Mrs L Frankland	AP	50% Use of home as office Nov 2019	18.00
Mrs G H Chivers	AP	RFO salary Nov 2019 + extra 20 hours	658.40
Mrs G H Chivers	AP	Use of home as office Nov 2019	12.00
Mrs G H Chivers	AP	Post and stationery June to Nov 2019	68.41
Yorkshire Bank	DD	Bank Charges Oct 2019	16.54
TOTAL EXPENDITURE			£9,821.53
INCOME:			
Yorkshire Bank	Bacs	Gross Interest	16.62
HSSC	Bacs	Donation from Bar Proceeds Gala	260.00
			£276.62
INVOICES PRESENTED FOR PAYMENT BETWEEN MEETINGS:			
Stephen Wadsworth	AP	Street cleaning 4 weeks	388.00
Stephen Wadsworth	AP	Gardening scheme 4 weeks	168.00
Charities x 14	Cq	Donations to Gala Charities	476.00
Nest Pensions	DD	Clerk Pension Scheme	106.54
Lindsay Ball	AP	Outside Caretaker Orchard Park	483.00
Lindsay Ball	AP	Protective clothing	35.99
John Cliffe	AP	Outside Caretaker Orchard Park	383.60
			£2,041.13

Invoices checked and approved by Councillor M Duncanson

It was **resolved** to; approve all above invoices for immediate payment

v) To Note Current Financial Situation

Current Financial Situation noted

90.

Huntington Cemetery Committee**Recommendations from YLCA to DB in regards to the Huntington Cemetery Committee Clerk/RFO**

- i) It was **agreed** that: DB would ask the Clerk to Huntington Cemetery Committee (HCC) to attend the January Parish Meeting
- ii) DB will send the newly agreed HCC Terms of Reference to the HCC Clerk
- iii) DB **Recommended** that; the advice given by YLCA about the employment of the HCC Clerk be, **followed in full** (circulated to all Parish Councillors in confidence prior to the meeting), this was **Approved** DB to inform the HCC Clerk
- iv) GC explained the financial and HMRC ramifications for Huntington Parish Council of the newly formed Huntington Cemetery Committee
- v) DB invited GC and LF to express their opinions of the staffing structure brought about by devolvement of the combined Burial Authority and its impact. GC and LF expressed their concerns. LF and GC left the meeting whilst their terms and conditions were discussed.

DB

DB

DB

GC, LF left
the
meeting
7:08pm

vi) DB noted that; HPC accepted difference in the salary paid to the HCC Clerk was considerably higher than those paid the Parish Clerk and the RFO. DB stated that; HPC has taken account of the extra work HCC will involve for GC. They have also taken account of LF background and the length of time this issue has gone on for, therefore HPC **Propose**:

GC, LF
returned
to the
meeting
7:48pm

- Both GC and LF be paid the hourly rate which falls above the hourly rate being paid to the HCC Clerk (this is to be spine point 29 at the current rate of £14.03 per hour), further increases may be awarded for additional duties or attainment of additional qualifications in the future. This award is to be back dated to 01/11/18 for both GC and LF. **GC and LF agreed to this proposal**
- The staff review to be continued in January 2020 and diary dates to be booked

91. Policing and Security Matters

i) To Note NY Polices update in regards to Crime figures

No discussion held

ii) To Consider any other security related issues

No discussion held.

92. To Consider Business from Members of the Public

i) A resident of Keswick Way thanked to Parish Council for arranging the cutting back of the overgrown vegetation. It was **resolved** to: respond to all residents informing them that; this was a 'one off', and that this work will have to be funded by the residents in future, contact details of the contractor who undertook the work to given in the letter

LF

ii) A resident has been in contact about the permanent parking of vehicles in and around the Post Office and the layby opposite, indeed some of these vehicles are advertised as for sale making it difficult for nearby residents and customers at the Post Office, it was **agreed** that; a **Recommendation** that; the Ward Councillors be approached about 30 minute waiting signs being installed

LF

iii) A complaint was received from a New Earswick resident about the state of the planter near the Post Office, it was **agreed** that; the resident be informed that neither the planters nor the paving slabs belong to the Parish Council and that the Manager of the Post Office provided misleading information in this regard (a copy of the letter to given to the Manger of the Post Office), GC will ask Stephen to tidy any litter

LF, GC

iv) GC has received thanks from the charities who received donations from the Gala monies.

93. Asset Management

i) Open Agenda Item for Community Centres/Halls to present a report

a. Huntington Memorial Hall

The new car park lock appears to have disappeared

b. Huntington Community Centre

Still trying to resolve the roof leak.

c. Orchard Park Community Centre

John Cliffe is now on the committee; the car park gully has been cleared and decorating completed.

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

a) Huntington Riverside Environmental Park

LF to respond to complainant in regards to the spraying of weed killer near the river bank

b) Huntington Sports and Social Club

The extension and gates are completed

c) Yorkshire L.C.A.

LF

- None since last Full Parish
iii) To Receive Report re: Ward Team Meeting
Nothing to feedback.

94. Planning and Green Belt Issues

- i) To Consider Minutes of Planning Committee Meeting held
Minutes considered
ii) To Consider any further Planning and Green Belt issues
Non raised
iii) Neighbourhood Plan Update
The plan is close to completion, we may have to concede two areas proposed as Greenspace in order to get the plan approved by CoYC.

95. Amenities

- i) To Consider Minutes of Amenities Meeting is to be held on 05/11/19
Recommendation that; a Gala be held in 2020, arranged by Committee – DJ, SJ, KD, DS, JW, plus one - who would appoint a Chair and report to full Parish.
Approved
Recommendation that; a budget be set for 2020 Gala not exceeding £8,000.
Approved
Recommendation that DB check if a date of 26 July is agreeable with HSSC. 26/07/20 is available, it was **agreed** to hold the 2020 Gala on this date.
SJ to book the Magician
LF to contact Yorvic about the Christmas Tree lights on North Lane

96. Parish Council Administration Issues

- i) Dates for Diary: Planning Meeting 15/01/20 Amenities Meeting 14/01/20
ii) To Discuss arrangements for next Huntington Walkabout

97. To Note Correspondence Received

Electronic mail forwarded to Parish Councillors.

98. To Confirm Date, Time and Venue of Next Meeting

Monthly meeting of Huntington Parish Council to be held Wednesday 15th January 2020 commencing at 7.00pm in Huntington Community Centre, Strensall Road, Huntington. **Meeting closed at 8:00pm**

SJ
LF