

**HUNTINGTON PARISH COUNCIL**

c/o Huntington Community Centre,  
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**Minutes of the Annual Council Meeting of Huntington Parish Council held on Wednesday 16<sup>th</sup>  
May 2018 at Huntington Community Centre at 7.00pm.**

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PRESENT:</b>             | Councillor D. Geogheghan-Breen (DB) – Chairman, Councillor J. Willis (JW), Councillor M. Duncanson (MD), Councillor D. Smith (DS), Councillor A. Hawxby (AH), Councillor D. Jobling (DJ), Councillor S. Jobling (SJ), Councillor J. Shann (JS), Councillor M. Sutton-Croft (MC), Councillor I. Panter (IP), Councillor K. Orrell (KO), David Neal, Mrs Gill Chivers (GC) – RFO and Lorraine Frankland (LF) – Parish Clerk |
| <b>APOLOGIES:</b>           | Councillor C. Hillman (CH), Councillor K. Deadman (KD) and Councillor G. Shann (GS)                                                                                                                                                                                                                                                                                                                                       |
| <b>CIRCULATION:</b>         | To attendees, apologies and other all members of the Parish Council                                                                                                                                                                                                                                                                                                                                                       |
| <b>MINUTES PREPARED BY:</b> | Lorraine Frankland                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>DATE (Draft):</b>        | 26/05/18                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>DATE TO BE APPROVED:</b> | 20/06/18                                                                                                                                                                                                                                                                                                                                                                                                                  |

| ITEM |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | ACTION |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 1.   | <p><b><u>To Accept Apologies and Reasons for Absence</u></b></p> <p>Councillor C. Hillman (CH); absent due to private commitments<br/>Councillor K. Deadman (KD) and Councillor G. Shann (GS); absent due to annual leave<br/><b><u>It was resolved to</u></b> approve the apology and reason for absence.</p>                                                                                                                                                                 |        |
| 2.   | <p><b><u>To Note Declaration of Interests</u></b></p> <p>i) <b><u>To Receive Declarations of Personal, Prejudicial or Disclosable Pecuniary Interests (not previously declared) on any Items of Business</u></b><br/>No such requests made</p>                                                                                                                                                                                                                                 |        |
| 3.   | <p><b><u>To Consider Business from Members of the Public</u></b></p> <p>i) The Co-option Residents has expressed an interest in filling the vacant Parish Councillors position, however there enquire came too late to be included in this meeting, there are to be invited to the next Full Parish Meeting with a view to co-option</p> <p>ii) Residents have expressed their thanks, for the repositioning of the 'Old Village', sign which become obstructed from view.</p> |        |
| 4.   | <p><b><u>Minutes: To Approve the Minutes of the Monthly Parish Council Meeting held 18/04/18</u></b></p> <p>the minutes approved as a true and accurate record of said meeting signed and dated by Chairman.</p>                                                                                                                                                                                                                                                               |        |
| 5.   | <p><b><u>Policing and Security Matters</u></b></p> <p>i) <b><u>To Note NY Polices update in regards to Crime figures</u></b><br/>DJ made the council aware that these reports are now compiled and distributed by a volunteer. DB to check ASB reports on the Police website</p> <p>ii) <b><u>To Consider any other security related issues</u></b><br/>Nothing to report</p>                                                                                                  | DB     |

**6. Finance and Policy Issues:**

i) To consider minutes of Finance and Policy meeting held on 10/05/18

Considered and signed by DB

The Annual Governance Statement was **Approved** and signed by DB and LF

The Annual Return was **Approved** and signed by DB

ii) Recommendations from Finance and Policy meeting

**Recommendation** that; Councillors should agree a policy as to their contact details for the public, however LF informed the meeting that the publication/availability of any personal contact details would breach GDPR, and therefore any contact emails should solely be for use as Parish Council contact emails in the same way that all CoYC emails are, i.e. york.gov.uk, and that any such email addresses should be hosted on a server based in the UK to comply with GDPR. **Approved**

All Cllr's

iii) To Note Monthly Bank Reconciliation Report

Monthly Bank Reconciliation Report noted

iv) To Approve Invoices Presented for Payment

| <b>HUNTINGTON PARISH COUNCIL</b>                        |      |                                        |                   |
|---------------------------------------------------------|------|----------------------------------------|-------------------|
| <b>INVOICES PRESENTED FOR PAYMENT 16 MAY 2018</b>       |      |                                        |                   |
| Complete Office Sols                                    | Cq   | Photocopier April 2018                 | 49.86             |
| Park Lane Playgrounds                                   | Cq   | Inspection x 3 Playgrounds             | 108.00            |
| Park Lane Playgrounds                                   | Cq   | Grass mat - Garth Road playground      | 120.00            |
| Stoneplan Construction                                  | Cq   | Bus shelter & notice board cleaning    | 2109.60           |
| D E Ford                                                | Cq   | Commercial Combined Insurance          | 12828.59          |
| D E Ford                                                | Cq   | Accident & Sickness Insurance          | 517.98            |
| Cllr Sutton-Croft                                       | Cq   | Seeds & plants Yearsley Grove          | 86.40             |
| Cllr D Jobling                                          | Cq   | Hosepipe for Planters                  | 49.00             |
| H'ton Comm Centre                                       | Cq   | Meetings March/April/May               | 286.00            |
| NYPS Ltd                                                | Cq   | Newsletter Printing                    | 378.00            |
| HMRC                                                    | Cq   | PAYE April 2018                        | 336.97            |
| Stephen Wadsworth                                       | AP   | 4 Weeks Street Cleaning                | 349.20            |
| Stephen Wadsworth                                       | AP   | 4 weeks Gardening                      | 156.45            |
| Stephen Wadsworth                                       | AP   | Mower repair and petrol                | 129.27            |
| Mrs L Frankland                                         | Cq   | Clerk salary May 2018                  | 1116.75           |
| Mrs L Frankland                                         | Cq   | Use of home as office May 2018         | 36.00             |
| Mrs G H Chivers                                         | Cq   | RFO salary May 2018                    | 478.48            |
| Mrs G H Chivers                                         | Cq   | Use of home as office May 2018         | 12.00             |
| Yorkshire Bank                                          | DD   | Bank Charges April 2018                | 17.90             |
| <b>TOTAL EXPENDITURE</b>                                |      |                                        | <b>£19,166.45</b> |
| <b>INCOME:</b>                                          |      |                                        |                   |
| City of York Council                                    | Bacs | First half Precept                     | 58,035.00         |
| D E Ford                                                | Bacs | Insurance Refund                       | 50.67             |
| HMRC                                                    | Bacs | VAT Refund                             | 2,791.44          |
| H'ton Memorial Hall                                     | Cash | Annual Rent                            | 1.00              |
| H'ton Allotments Assoc                                  | Cq   | Rent & Drainage Rates                  | 128.37            |
|                                                         |      |                                        | <b>£61,006.48</b> |
| <b>INVOICES PRESENTED FOR PAYMENT BETWEEN MEETINGS:</b> |      |                                        |                   |
| Nest Pensions                                           | DD   | Pension Contribution re L Frankland    | 30.05             |
| Park Lane Playgrounds                                   | Cq   | Multi Unit Play Equipment Orchard Park | 5,219.00          |
| John Buckland                                           | AP   | Outside Caretaker Orchard Park - April | 308.00            |
| John Cliffe                                             | AP   | Outside Caretaker Orchard Park -April  | 410.75            |
| John Cliffe                                             | AP   | Orchard Park grass cutting             | 213.80            |
| Chris Horsley                                           | AP   | 4 weeks Gardening                      | 436.50            |
| Chris Horsley                                           | AP   | Lawnmower fuel                         | 33.07             |
|                                                         |      |                                        | <b>£6,651.17</b>  |

GC

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

- GH highlighted that all expenditure needs to be monitored very closely
  - DJ has submitted a claim for £2,000 to complete the Neighbourhood Plan
  - We are still awaiting an offer from the insurers in regards to the vandalised play equipment at Orchard Park
  - There has been a thankyou card from the Guides and Brownies for their grant.
- Current Financial Situation noted

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

None received

8. **Asset Management**

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

a. Huntington Memorial Hall

- The heating has finally been repaired
- There have been issues with Talktalk (Wifi), but this appears to have been resolved

b. Huntington Community Centre

The new clock in the board room is much appreciated

c. Orchard Park Community Centre

- Claire has resigned due to pressing personal circumstances, there is currently a temporary cleaner in post
- There has been a grant of £800 towards Summer Activities
- There has been issues with dog fouling on the park during the school holidays.

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

a) Huntington Riverside Environmental Park

No Meetings Held

b) Huntington Sports and Social Club

They are looking to build new changing rooms for referees, as part of their ongoing improvement works

c) Yorkshire L.C.A.

Next meeting to be held in June at Huntington Community Centre

d) Huntington and New Earswick Burial Board

There was a discussion around the proposals received from Earswick Parish Council for the new Standing Orders, it was **agreed** that; DB be tasked with taking forward ideas and suggestions from Huntington Parish Council, to the up coming meeting of the representative from all three parishes.

iii) To Receive Report re: Ward Team Meeting

Nothing to feedback.

9. **Planning and Green Belt Issues**

i) To Consider Minutes of Planning Committee Meeting held 02/05/18

Minutes considered DJ informed the meeting that the Hopgrove Service Station application had gone to appeal, and that both HPC and CoYC objected to the application

ii) To Consider any further Planning and Green Belt issues

No other issues

iii) Neighbourhood Plan Update

A Towler is busy writing into the plan the Statuary Body comments and responses, the plan will then be submitted to CoYC.

10. **Amenities**

i) To Consider Minutes of Amenities Meeting is to be held on 01/05/18

The new Planters have arrived, LF to contact Vertigrow, with regard to planting ASAP

LF

Yearsley Green, MC, KD and CH have cleared the land and planted fresh seeds  
DN to look at the planter and the end of the Old Village with the dead tree

DN

**11. Parish Council Administration Issues**

i) Dates for Diary: Planning Meeting 23/05/18, Amenities Meeting 05/06/18

ii) To Discuss arrangements for next Huntington Walkabout

11:00am at the WMC on 13/06/18

**12. To Note Correspondence Received**

Electronic mail forwarded to Parish Councillors

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

Monthly meeting of Huntington Parish Council to be held Wednesday 20<sup>th</sup> June 2018  
commencing after the Annual Council Meeting beginning at 7.00pm in Huntington  
Community Centre, Strensall Road, Huntington.

***Meeting closed at 9:50pm***

*KD, DB offered apologise for 20/06/18*