



**Minutes of the Monthly Council Meeting of Huntington Parish Council held on Wednesday 17th
 June 2026 at 7:00pm**

PRESENT:	Councillor D. Geogheghan-Breen (DB) – Chair, Councillor S. Jobling (SJ), Councillor D. Jobling (DJ), Councillor J. Willis (JW), Councillor M. Cook (MC), Councillor K. Orrell (KO), Councillor M. Duncanson (MD) three members of FoHC and six members of the public and Lorraine Frankland (LF) - Parish Clerk/RFO
APOLOGIES:	Councillor T. Mossop (TM), Councillor S. Phoenix (SP), Ebony Frankland (EF) Deputy Clerk and Councillor N. Addison (NA)
CIRCULATION:	To attendees, apologies and other all members of the Parish Council
MINUTES PREPARED BY:	Lorraine Frankland
DATE (Draft):	04/06/2026 & 11/06/2026
DATE TO BE APPROVED:	17/06/26

ITEM		ACTION
26-27.28.	<u>To Note Apologies for Absence</u> Councillor T. Mossop (TM), Councillor S. Phoenix (SP) and Ebony Frankland (EF) Deputy Clerk offered their apologies <u>It was resolved</u> to approve all apologies and reasons for absence.	
26-27.29.	<u>To Note Declaration of Interests</u> i) <u>To Receive Declarations of Personal, Prejudicial or Disclosable Pecuniary Interests (not previously declared) on any Items of Business</u> SJ declared and interest in the planning application 26/01004/FUL, KO also declared an interest in planning application 26/01004/FUL as it may go before CoYC planning committee	
26-27.30.	<u>To Consider Business from Members of the Public</u> We have had two reports of overgrown hedges obstructing the pavement; - The Friends of Huntington Cemetery made a request for the cemetery committee to purchase 5 tonne of topsoil and 2x weed membrane for them at a cost of £191.88 including VAT, it was Resolved to Approve this request - Six members of the public attended to ask the parish council to support them in their objections to the planning application 26/01004/FUL, they were given opportunity to present their position and then the parish council voted on the matter SJ & KO did not vote as per their declarations the remaining councillors voted: two against objecting and three in favour of objection. It was Resolved to object, and the following was submitted to CoYC planning department:	

CYC Reference	Address	Description
26/01004/FUL	71 Anthea Drive Huntington York YO31 9DB	Change of use of dwellinghouse (use class C3) to a children's residential care home (use class C2).
Committee Comment: D We object on the planning grounds set out.		
1. On the grounds that the proposal represents an unsustainable intensification of the use of the site and would result in unacceptable impacts on residential amenity, highway safety and the character of the surrounding area.		
2. That it fails to adequately address the impact on parking provision, traffic generation and highway safety, contrary to national and local planning policy. The proposal does not provide sufficient parking for staff and visitors. As a result, there is a significant risk that vehicles will park on surrounding residential streets, where on-street parking is already limited. This would increase pressure on existing parking provision, causing inconvenience to residents and reducing the availability of parking for local households and legitimate visitors.		
3. The lack of adequate off-street parking is also likely to lead to inappropriate and unsafe parking practices, including vehicles parking close to junctions or in locations that obstruct visibility. The site is situated close to a relatively blind junction, where visibility is already restricted. Additional parked vehicles in this location would increase the risk of conflict between motorists, cyclists and pedestrians, creating an unacceptable impact on highway safety.		
These concerns are inconsistent with the National Planning Policy Framework (NPPF), particularly		
The proposal is also contrary to the City of York Draft Local Plan, which seeks to ensure that development provides appropriate parking provision, safeguards highway safety, and does not have an unacceptable impact on the local transport network. Development should be designed so that it does not create hazards for road users or place unreasonable pressure on surrounding residential streets.		
Furthermore, the proposal conflicts with the Huntington Neighbourhood Plan, which supports development that respects the character and amenity of the local area and ensures that parking and traffic impacts do not adversely affect existing residents. Allowing overspill parking onto already congested residential roads would undermine these objectives and diminish the quality of the local environment.		

- SJ requested that a resident of Pennine Close be placed on the gardening scheme, it was Resolved to approve this

LF

26-27.31.

Minutes: To Approve the Minutes of the Monthly Parish Council Meeting held 20/05/26

The minutes of 20/05/26 were approved as a true and accurate record of said meeting signed and dated by the Chair.

26-27.32.

Policing and Security Matters

- i) To Note NY Polices update in regards to Crime figures
Crime figures have been circulated

Type of Incident	Time and Location.	Huntington Report made and action taken by NYP	Total calls for Month
ASB- Nuisance	Highthorn Road 2/5	Properties in the street have been egged	
	Hollywood Bowl	1 x incident	
	Vangarde	7 x incident	
	Monks Cross	1 x incident	
	Monks Cross P&R 12/5	Youths causing a nuisance in the area on bicycles	
	CineWorld	2 x incident	13
ASB- Personal			0
Burglary	Monks Cross Links 5/5	Building site broken into, padlocks forced	1
Drugs			0
Vehicle	Russet House 17/5	Theft of Benelli motorbike from residential parking area. Motorbike reported as found., will need recd	3
	Birch Close 30/5	Honda Civic broken into and work uniform and some valuables stolen. Work have been informed	
	Huntington Road 31/5	Rear number plate stolen from a Land Rover Discovery	
Theft	Monks Cross	7 x incident	
	Vangarde	3 x incident	
	Tesco - Huntington Road	3 x incident	
	Sainsbury	2 x incident	
	Spar - Brockfield	1 x incident	
	The Range	1 x incident	
	Huntington Road 20/5	Theft of 2 bicycles from garden	
	Anthea Drive 27/5	Theft of parcel from front door step	
	Cine World	1 x incident	
	Saddlers Close 31/5	Theft of parcel from front door.	21
Violence	White Horse Close 11/5	Issues with neighbour	2
	Hambleton Way 13/5	Male behaving erratically walking around with a spade. 1 male arrested for affray	
Criminal Damage	Huntington Road 16/5	Rear fence damaged, and scaffold bars and a lawnmower from the garden have been pushed into the river. On-going issues with ASB in the area	1

ii) To Consider any other security related issues

- The PCSO's have held two drop-in sessions within the parish it was Agreed to publicise any future drop-in sessions on the website and Facebook page.
- There has been cycle left at the memorial hall on Friday 12th June MD notified the Police who were unwilling to collect, LF to notify the PCSO.

LF

26-27.33.

Finance and Policy Issues:i) To Note Monthly Bank Reconciliation Report

Noted

ii) To Approve Invoices Presented for Payment**INVOICES PRESENTED FOR PAYMENT 17 June 2026**

Canva	DD	Software Inv 04899-39244881-1	100.00	
City of York Council	Bacs	Bus Shelter rent Inv 9002670497	15.00	
JMS	Bacs	Garden Scheme Inv 1102	1,185.00	
JMS	Bacs	Open spaces Inv 1101	966.08	
Park Lane	Bacs	Orchard Park repairs Inv 3139	888.00	
Park Lane	Bacs	Garth Road repairs Inv 3150	384.00	
Park Lane	Bacs	Vesper Walk Inv 3151	180.00	
Park Lane	Bacs	Orchard Park repairs Inv 3152	1176.00	
Sleightholm Landscapes	Bacs	Churchyard, Garden Scheme, Openspace	3108.00	
Tesco Mobile	DD	June	37.98	
Elkerlodge Auditor	Quote	Audit for 2026/27	720.00	
HMRC	Bacs	PAYE	300.02	
Yorkshire Bank	Bacs	Bank Charges May 2026	13.40	
Staff Costs	Bacs/I	Salaries & Pensions (Inc Cemetery)	5,553.43	
TOTAL EXPENDITURE			£14,526.91	

INCOME:

John Cliffe	Bacs	Cemetery gates May	59.28	
Naurin Fatima	Bacs	Income Tax May	111.60	
Allotments	Bacs	Chq Deposit	125.00	
Allotments	Bacs	Chq Deposit	511.95	
Virgin Money	Bank	Gross Interest 08/06/26 statement 272	396.25	
			£1,204.08	

Staff Costs FOR PAYMENT BETWEEN MEETINGS:

Nest	DD	Pensions	268.25	
Lorraine Frankland	Bacs	June Salary	2214.15	
Lorraine Frankland	Bacs	Working from home June	26.00	2240.15
Ebony Frankland	Bacs	June Salary	999.05	
Ebony Frankland	Bacs	Working from home June	24.00	1023.05
Lindsay Ball	Bacs	Outside Caretaker OP June 26	437.94	
Lindsay Ball	Bacs	Milage 132 @ 0.55	72.60	510.54
John Cliffe	Bacs	Street Cleaning/Outside Caretaker OP and Cemetery Gates June 26	1,064.74	
Naurin Fatima	Bacs	May Salary	446.70	
			5553.43	

Checked and approved by: Councillor M. Duncanson

In addition, there was a late invoice to Viking Direct for stationary for £110.08

It was **Resolved** to **Approve**iii) To Note Current Financial Situation

Noted

iv) To Adopt the Data Protection PolicyIt was **Resolved** to **Approve**v) To Adopt the IT policyIt was **Resolved** to **Approve**vi) To Adopt the revised Model Standing OrdersIt was **Resolved** to **Approve**vii) To Consider the formation of a Staffing CommitteeIt was **Resolved** to **Approve** (members DB, DJ, SJ, MC & NA)

26-27.34.

Huntington Cemetery Committeei) Update on the management of the cemetery (clerks report)

- Two ashes interments and one full burial took place during this period.
- They held a meeting on 09/06/26 and are going to hold a special meeting in August to create a working group for the purpose of extending the cemetery
- A family has emailed about damage to a grave
- The last lawnmower has been disposed of
- They are going to complete weed treatment on the footpaths next week this will be done annually
- Next Thursday they are meeting with Howard to look at the condition of trees
- The grass cutting contract is to be renewed and dealing with sunken grave and strimming are to be added to the next contract.
- It was **Resolved** to have a walk about at the cemetery so that all councillors can inspect its condition and consider future works
- LF to send a draft set of Terms of Reference to Cemetery committee for the working group.

ALL
Cllrs

LF

ii) To Note Current Financial Situation**HUNTINGTON PARISH COUNCIL CEMETERY acc**

26-27.35.

INVOICES PRESENTED FOR PAYMENT 17 June 2026

Supplier	Payment type	Invoice Number	Amount
Barclays	Credit	13.04.2026-12/05/2025	£8.50
O2	DD	44281746	£480.10
Ecological Garden Services	Online	199	£2,150.40

- Bank reconciliation as of 30 April 2026: £227,795.07.

Asset Managementi) Open Agenda Item for Community Centres/Halls to present a reporta) Huntington Memorial Hall

- The AGM is on 21/07/26 at 7:30pm

b) Huntington Community Centre

- The AGM is on 29/06/26

c) Orchard Park Community Centre

- They have purchased a new gazebo for the summer events and the Gala
- The boiler has been serviced
- Fire extinguishers serviced and some renewed
- The three-hour test has been undertaken
- The new treasurer is in post
- They have circa £23k

LF

ii) To Receive Reports from those Councillors who have nomination rights to Outside Bodies:a) Huntington Sports and Social Club

- They are meeting next week

b) River Foss Society

- TM was not present to feedback

c) Yorkshire L.C.A.

- It was **Approved** to allow NA on the Off to a Flying Start training

iii) To Receive Ward Update

- KO The York and North Yorkshire Mayor failed to attend a scheduled meeting, the local transport plan is being reviewed, KO doesn't know if parishes will be consultees
- Barratts had an 18-week process time for the works on New Lane, however, is it likely to be a further two weeks
- Barratts do give money to charities (the Cemetery could approach about the extension work)
- KO asked whether Redrow have attended any further meetings

	The dog signs at Stratford Way need replacing.	EF
26-27.36.	<u>Planning and Green Belt Issues</u> i) <u>To Consider Minutes of Planning Committee Meeting held 20/05/25</u> Noted ii) <u>To Consider any further Planning and Green Belt issues</u> Non - raised iii) <u>Management of Green Spaces</u> Non - raised.	
26-27.37.	<u>Amenities</u> i) <u>To Consider recommendations from Amenities Meetings</u> Considered - SJ asked for the additional bench to be installed before the Summer Holidays ii) <u>To Note any issues with regard to Street Cleaning</u> Noted iii) <u>To Discuss any other Issues relating to General Maintenance of Huntington Parish</u> None - raised. iv) <u>To Note any Footpaths, Highways and/or Traffic Issues</u> None – raised v) <u>To Consider opportunities for a group volunteering day within the community by Barratt David Wilson Homes</u> It was suggested that they could trim the verge cut the hedge and litter pick along the footpath to the side of the cemetery	LF
26-27.38.	<u>Gala 2025</u> i) <u>To Note Gala updates</u> - There are; five artisan stalls and seven charity stalls - The party entertainer will also be the M.C. - York City Club Foundation to provide two goal posts and nets - To advertise on Facebook	
26-27.39.	<u>Parish Council Administration Issues</u> i) <u>To receive the Parish Clerks report</u> Noted ii) <u>Dates for Diary: Planning Meeting 20/05/26, 17/06/26 Amenities Meeting 07/07/26, Finance & Policy 08/06/26 and Cemetery Meeting 09/06/26</u> Noted iii) <u>Training to consider Clerk and Deputy Clerk ILCA (2 x £140+VAT)</u> It was Resolved to Approve iv) <u>Training to consider councillors requests for training</u> It was noted that the YLCA training day is on 30 September	
26-27.40.	<u>To Confirm Date, Time and Venue of Next Meeting</u> <u>Monthly meeting of Huntington Parish Council to be held Wednesday 15th July 2026 commencing at 7.00pm in Huntington Community Centre, Strensall Road, Huntington.</u> <i>Meeting closed at 8:12pm</i>	

Elkerlodge Services Ltd Internal Audit Service Checklist for Year Ending 31 March 2026			
	Officer	Action	Date
Review of minutes		Annual Parish Council Meeting (APCM) - 21/5/2025	
		Annual Parish Meeting (APM) - should go as draft within 30 days	
	LF	Place on website	
1. Huntington Parish Council Resolved to undertakes this action by: 30/06/2026 Completed			
A. Appropriate accounting records have been properly kept throughout the year.		The council need to consider the accounting side of Scribe for both the council and cemetery being managed by one person especially as you move to income and expenditure	
	NF/LF	Make Bank all accounts accessible to the RFO	
2. Huntington Parish Council Resolved to undertakes this action by: 31/07/2026			
A. Appropriate accounting records have been properly kept throughout the year.		Purchase order need to be used for creditor for the Cemetery to be consistent	
	NF	To ensure no payment is processed without a purchase order being raised first	
3. Huntington Parish Council Resolved to undertakes this action on going from: 01/04/2026 on going			
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	NO	Fidelity £150k this doesn't cover the cash reserves	
	LF	At Auditors suggestion increase to £300K	
4. Huntington Parish Council Resolved to undertakes this action by: 30/06/2026 completed			
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	NO	The cemetery accounts are 231k are with the same banking institution / FSC only covers 120k this needs urgent rectification	
	NF	NF to arrange the transfer of Funds to two higher interest fund both with different financial institutions	
5. Councillors should consider how much needs to remain in the day-to-day operating account and then agree how much should be invested in the two other accounts/bonds/gilts and for what length of time, Huntington Parish Council Resolved to undertakes this action by: 30/09/2026			
C. This authority assessed the significant ...	NO	The Finance & Policy meeting that sets the precept did not seem to have cemetery budget forecast for the 26/27 year	
	NF	NF to arrange a meeting to set the cemetery budget before the parish F & P meeting on 07/12/26	
6. Councillors should consider how much needs to remain in the day-to-day operating account and then agree how much should be raised to contribute towards the proposed extension works, Huntington Parish Council Resolved to undertakes this action by: 06/12/2026			
C. This authority assessed the significant ..	NO	There doesn't appear to be any financial planning for the planned extension works, i.e. capital building, cost of works or time scales.	
	NF	NF to arrange a meeting to consider the development of the cemetery and the formation of a business plan	
7. Councillors should consider how much needs to remain in the day-to-day operating account and then agree how much should be raised to contribute towards the proposed extension works, Huntington Parish Council Resolved to undertakes this action by: 31/12/2026			

	Officer	Action	Date
<i>C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.</i>	NO	<i>The council need to ensure that the cemetery is able to operate to meet the needs of the parish. (clearly space is running out at the cemetery and consideration as to whether there needs to be additional parameters in place about eligibility)</i>	
	NF	NF to add this to a cemetery committee meeting agenda (this needs reviewing annually)	
8. Huntington Parish Council <u>Resolved</u> to undertakes this action by: 30/09/2026			
<i>D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.</i>		<i>Reserves - The Council operating reserve without Cemetery Reserves £55215 is low (The Auditor recommended circa six months operating cost which were:£103,715.00 allow for increase of 3% would equate to: £106827.00) this would mean adding £51,610.00 to the 27-28 precept</i>	
	LF	LF to add this to a F & P committee meeting agenda when setting budget/precept in December	
9. Huntington Parish Council <u>Resolved</u> to undertakes this action by:08/012/2026			
<i>D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.</i>		<i>Orchard Park / Memorial Hall / Community Centre - Noted that they are managed by management committees, but there is no reserve to cover structural repairs (This could mean building up a reserved of say £20k per building) this would mean adding £60,000.00 to the precept over an agreed period of time</i>	
	LF	LF to add this to a F & P committee meeting agenda when setting budget/precept in December	
10. Huntington Parish Council <u>Resolved</u> to undertakes this action by:08/12/2026			
<i>L. The authority publishes information on a free to access website / web page, up to date at the time of the internal audit in accordance with any relevant transparency code requirements.</i>	NO	<i>Accounts from 2015 are not the Web - 2015- 2019 missing remaining years not complete</i>	
	NF	NF Must post the cemetery Accounts from 2015 on the website	
11. Huntington Parish Council <u>Resolved</u> to undertakes this action by:28/02/2027			
<i>L. The authority publishes information on a free to access website / web page, up to date at the time of the internal audit in</i>	NO	<i>Cemetery minutes from 2015 must go on the web</i>	
	NF	NF Must post the cemetery Minutes from 2015 and Agendas on the website	
12. Huntington Parish Council <u>Resolved</u> to undertakes this action by:28/07/2027			
<i>O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.</i>	NO	<i>No Evidence of - Check when the authority last completed a data audit. A data audit is a systematic evaluation of an organisation's data assets to assess their accuracy, security, and compliance with regulations. It maps out what data a business holds, where it is stored, who has access to it, and how it is used.</i>	
	NF & Cemetery Committee	Given that the Cemetery Hold a lot of personal data this should be checked quarterly and documented	
13. Huntington Parish Council <u>Resolved</u> to undertakes this action by:30/11/2026			

	Officer	Action	Date
<i>O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.</i>	NO	<i>In Place - Ensure the authority has prepared and formally adopted a data protection policy that is reviewed at least once annually.</i>	
	LF	LF to present the revised policy to the Parish Council for approval	
14. Huntington Parish Council Resolved to undertake this action by: 17/06/2026 completed			
<i>O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.</i>	NO	<i>Not In Place - Ensure the authority has an up-to-date IT policy in place.</i>	
	LF	LF to present the policy to the Parish Council for approval	
15. Huntington Parish Council Resolved to undertake this action by: 17/06/2026 completed			
<i>Policies</i>		<i>Standing Orders- This requires updating to the new version The updates are: Model Standing Order 14 & 18 & The language in the document has been changed so it uses gender-neutral terms.</i>	
	LF	HPC Standing Orders already has gender-neutral terms, therefore the really only remains the change of policy version to meet this note	
16. Huntington Parish Council Resolved to undertake this action by: 17/06/2026 completed			

17. Huntington Parish Council **Resolved** that; Policies be brought before Full Parish until all are reviewed. **On going**

18. Huntington Parish Council **Resolved** that; the Cemetery Clerk sends a copy of Invoices for approval to full parish every month in the same way that the clerk does. **On going**