

HUNTINGTON PARISH COUNCIL

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Minutes of the Monthly Council Meeting of Huntington Parish Council held on Wednesday 21st July 2021 at 7.00pm.

| | |
|-----------------------------|---|
| PRESENT: | Councillor D. Geogheghan-Breen (DB) – Chairman, Councillor D. Jobling (DJ), Councillor S. Jobling (SJ), Councillor K. Orrell (KO), Councillor K. Deadman (KD), Councillor A. Hawxby (AH), Councillor D. Smith (DS), M. Duncanson (MD), Councillor J Badenhorst (JB), Councillor J. Willis (JW), Gill Chivers (GC) - RFO, and Lorraine Frankland (LF) - Parish Clerk |
| APOLOGIES: | Councillor J. Shann (JS), Councillor G. Shann (GS), Councillor C. Hillman (CH) and Naurin Fatima (NF) |
| CIRCULATION: | To attendees, apologies and other all members of the Parish Council |
| MINUTES PREPARED BY: | Lorraine Frankland |
| DATE (Draft): | 28/07/21 |
| DATE TO BE APPROVED: | 15/09/21 |

| ITEM | | ACTION |
|------|--|----------|
| 30. | <p><u>To Accept Apologies and Reasons for Absence</u></p> <p>Councillor J. Shann; absent due to Annual Leave Councillor G. Shann; absent due to Annual Leave Councillor C. Hillman (CH); absent due to illness Naurin Fatima (NF); absent due to Annual Leave <u>It was resolved to</u> approve the apology and reason for absence.</p> | |
| 31. | <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></p> <p>JB declared an interest in 32 i)</p> | |
| 32. | <p><u>To Consider Business from Members of the Public</u></p> <p>i) DB raised the problem neighbours are incurring with the new online repeat prescription service introduced by the Haxby Group, JB informed the meeting that he believed that this was directive from the CCG and the parish council Agreed that; this discriminated against those in the parish with protected characteristics. It was Agreed to; write to the CCG and c.c. the Haxby Group into the email, in addition KO would raise this matter with Cllr Runciman.</p> | LF KO |
| 33. | <p><u>Minutes: To Approve the Minutes of the Monthly Parish Council Meeting held 16/06/21</u></p> <p>i) The minutes of 16/06/21 were approved as a true and accurate record of said meeting signed and dated by Chair, Item 18 i) <i>Underage Drinking It was agreed that DB would contact trading standards about whether the alcohol is being purchased locally</i> - remains outstanding DB to undertake and c.c. LF.</p> | DB |
| 34. | <p><u>Policing and Security Matters</u></p> <p>i) <u>To Note NY Polices update in regards to Crime figures</u> The crime figures were noted, JB raised the issue of the hyperlink on the report not working LF to contact the Police about this</p> | LF |

ii) To Consider any other security related issues

AH raised the concern that; vans in the area around Anthea Drive were being broken into with alarming regularity and it was **Agreed** to; see if these crimes were recorded in the July statistics.

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

Monthly Bank Reconciliation Report noted GC informed the meeting that; an interim payment has been made for the play equipment at Orchard Park.

GC confirmed that: £10,000 has been deposited into our account, but at the moment the Parish Council has not received a remittance note to detail the origins of the payment, it is assumed that this must be grant monies for Garth Road play area GC to investigate.

GC

ii) To Approve Invoices Presented for Payment

| <u>HUNTINGTON PARISH COUNCIL</u> | | | |
|--|------|---|--------------------------|
| <u>INVOICES PRESENTED FOR PAYMENT 21 JULY 2021</u> | | | |
| Noel Winteringham | Bacs | Gardening scheme June 2021 | 960.00 |
| Sleightholm Landscapes | Bacs | Gardening Scheme June 2021 | 444.00 |
| Sleightholm Landscapes | Bacs | Church Yard grass x 2 cuts July | 816.00 |
| Sleightholm Landscapes | Bacs | Church Yard grass x 1 cut June | 408.00 |
| John Stead | Bacs | Gardening scheme May 2021 | 684.00 |
| John Stead | Bacs | Grass cutting May | 770.00 |
| City of York Council | Bacs | Orchad Park Bin Collection | 96.70 |
| City of York Council | Bacs | Annual Rent Bus Shelter Hton Road | 15.00 |
| Park Lane Playgrounds | Bacs | Interim Payment New Equipment O. Park | 14400.00 |
| Park Lane Playgrounds | Bacs | Quarterly playground x 3 inspections | 108.00 |
| Premier Window Cleaners | Bacs | Bus Shelter and Notice Board Cleaning | 354.00 |
| Rollits | Bacs | Legal fees re Linden Close Encroachment | 828.00 |
| Wel Medical | Bacs | Outside Defibrillator and Case Orchard Park | 1596.00 |
| HMRC | Bacs | PAYE July 2021 | 374.98 |
| Mrs L Frankland | Bacs | Clerk salary + 50% home as office July 2021 | 1349.35 |
| Mrs L Frankland | Bacs | 50% Use of home as office July 2021 | 18.00 |
| Mrs L Frankland | bacs | Internet + Phone 5 months | 246.12 |
| Mrs G H Chivers | Bacs | RFO salary July 2021 | 585.67 |
| Mrs G H Chivers | Bacs | Use of home as office July 2021 | 12.00 |
| Yorkshire Bank | DD | Bank Charges June 2021 | 12.30 |
| TOTAL EXPENDITURE | | | <u>£24,078.12</u> |
| INCOME: | | | |
| City of York Council | Bacs | Maintenance Grant | 10,000.00 |
| | | | <u>£10,000.00</u> |
| <u>INVOICES PRESENTED FOR PAYMENT BETWEEN MEETINGS:</u> | | | |
| Sage Software | DD | Accounting | 30.00 |
| Nest Pensions | DD | Clerk Pension Scheme | 53.27 |
| Lindsay Ball | Bacs | Outside Caretaker OP | 294.00 |
| John Cliffe | Bacs | Street Cleaning | 341.25 |
| John Cliffe | Bacs | Outside Caretaker OP | 418.25 |
| | | | <u>£1,136.77</u> |

Invoices checked and approved by Councillor M Duncanson

Approved

iii) To Note Current Financial SituationAnnual Governance Statement 2020/21

It was **agreed** to answer yes to points 1- 3 and 5-8 with point 4 confirmed subject to the accounts being reviewed by the Auditor who has them at the moment

Approved and signed by DB and GC

Annual Return 2020/2021**Approved** and to be signed after inspection and being signed off by the Auditor

Financial Situation Noted.

The Orchard Park Committee asked whether their Annual Accounts needed to be inspected by a registered accountant. The Parish Council **Agreed** that; as the annual income is under £25K a suitably qualified/professional person will do.

36. Huntington Cemetery Committeei) Update on the management of the cemetery

DB informed the meeting that; there is a recommendation on the minutes to engage a surveyor to oversee the expansion of the cemetery in line with the planning application so that the work can be put out to formal tender

It was agreed that the YLCA should be contacted for advice, NF should look to see whether there are any grants available for this work and that it was worth contacting Fulford Cemetery for their advice

It was also agreed that NF KG and LF would meet to discuss appointing a surveyor and the tendering process.

NF

NF, LG
and LF**37. Asset Management**i) Open Agenda Item for Community Centres/Halls to present a reporta. Huntington Memorial Hall

A meeting has not been held this month though the AGM is due

b. Huntington Community Centre

- The AGM was held two weeks ago,
- The committee are looking to improve the fire certification and Fire prevention system,
- New windows are going to be installed and a patio to the rear of the building

c. Orchard Park Community Centre

- The AGM was held yesterday
- Fees remain the same, £10k is to be spent on: decorating, re-flooring and new blinds
- Free rent was offered to the Pre-school during the lock down period of the pandemic
- During the summer holidays there will be new floors laid in the female toilet and the cleaning/storage room
- The committee are reviewing their constitution

ii) To Receive Reports from those Councillors who have nomination rights to Outside Bodies:a) Huntington Riverside Environmental Park

Councillors met with Peter Bland and walked the riverside

b) Huntington Sports and Social Club

- The committee is to hold their AGM in September
- Euro's football helped improve trade and, 'track and trace' was enforced during this period
- The issue about Parking on North Lane during events at HSSC was raised as drivers are parking solidly along both sides of the road making visibility very bad especially for drivers entering the village and also making passing very difficult as there isn't anywhere for drivers traveling in either direction to pull over to allow vehicles to pass each other DB and MD to raise at the next meeting

DB and
MDc) Yorkshire L.C.A.

DB to send meeting notes to LF for distribution.

iii) To Receive Report re: Ward Team Meeting

The Ward Team are looking to meet shortly.

38. **Planning and Green Belt Issues**
- i) To Consider Minutes of Planning Committee Meeting held 30/06/21
Considered
- ii) Management of Green Spaces
Non raised
- iii) Neighbourhood Plan Update
The document has been passed and LF will attempt to put it onto the website tomorrow. LF
39. **Amenities**
- i) To Consider Minutes of Amenities Meeting held 06/07/21
The minutes were considered,
Queens Jubilee: The **Recommendation** that; an amount of money be set aside for resident to apply for funding towards their street celebrations was **Approved** (to be discussed when setting next years budget) GC
- However, that a large quantity of bunting be purchased which can also be applied for by resident hold street parties etc. was **Rejected** It was instead **Agreed** that; bunting should be discouraged if favour of Wildflower seed and the Parish Council should purchase seed which parishioners can apply for to sow in their gardens or open spaces
- ii) To Note any issues with regard to Street Cleaning
It was **Agreed** to; purchase a new barrow for the Street Cleaner as the current barrow need replacing GC
- iii) To Discuss any other Issues relating to General Maintenance of Huntington Parish
It was **Agreed** to; fund the clearance of the triangular area behind the Orchard Park building DJ to get quotes DJ
- iv) To Note any Footpaths, Highways and/or Traffic Issues
Non raised
- v) To Consider any issues relating to Huntington Parish Council play areas (including grant applications)
Lizzie Has received £10k from Protakabin/Shepperd Group
- The Pre-school manager holds the belief that; that the rubber mulch needs assessing for safety, it was agreed to ask ROSPA and Park Lane to investigate this. LF
- Parish Council Administration Issues**
40. i) Dates for Diary: Planning Meeting 30/07/21, Amenities Meeting 07/09/21
Noted
- ii) To Discuss arrangements for next Huntington Walkabout
It was **Agreed** to postpone the walkabout until September
- To Note Correspondence Received**
41. Electronic mail forwarded to Parish Councillors'
- To Confirm Date, Time and Venue of Next Meeting**
42. Monthly meeting of Huntington Parish Council to be held Wednesday 15th September commencing at 7.00pm.
- Meeting closed at 8:45pm***