

<u>Minutes of the Monthly Council Meeting of Huntington Parish Council held on Wednesday 21st</u> June 2023 at 7.00pm.

PRESENT:	Councillor D. Jobling (DJ) - Chair, Councillor A. Hawxby (AH), Councillor K. Orrell (KO), Councillor D. Smith (DS), Councillor D. Geogheghan-Breen (DB), Councillo J. Willis (JW), Councillor M. Duncanson (MD), Councillor S. Jobling (SJ), Councillor Y, Safder (YS), Councillor N. Watkins (NW), Naurin Fatima (NF) - Cemetery Clerk and Lorraine Frankland (LF) – Parish Clerk/RFO	
APOLOGIES:	Councillor S	Rawlings (SR),
CIRCULATION:		To attendees, apologies and other all members of the Parish Council
MINUTES PREPARE	D BY:	Lorraine Frankland
DATE (Draft):		07/07/23
DATE TO BE APPROVED:		19/07/23

ITEM		ACTION
1.	To Accept Apologies and Reasons for Absence	
	Councillor S Rawlings (SR); absent due to private commitment <u>It was resolved to approve the apology and reason for absence.</u>	
2.	To Note Declaration of Interestsi)To Receive Declarations of Personal, Prejudicial or Disclosable Pecuniary Interests (not previously declared) on any Items of Business	
	Non - declared	
3.	To Consider Business from Members of the Public	
	 A member of the public has reported that, the bus shelter roof near the dentists on Huntington Road is leaking. It was Resolved to; investigate and repair if/as necessary 	LF
	 A member of the public has highlighted the increased number of people crossing North Moor Road from the doctors surgery to the pharmacy as a result of the new dispensing arrangement. It was Resolved to; request CoYC investigate installing a pedestrian crossing 	ко
	 A member of the public has made a request to donate a bench in the parish, the riverbank was put forward as a possible location, It was Resolved to; pass this to the Environmental Park Committee for discussion at their next meeting 	MD
	ii) DB raised two points brought to her attention, firstly that there were issues with access to the pharmacy, she has spoken to the pharmacy about the step at the entrance, she was assured that this is going to be addressed, Secondly there is now a issue with patients using the GP's car park whilst collecting the prescriptions from the pharmacy as the parking in front of the pharmacy and the layby opposite is often full. It was Resolved to; chase CoYC about the introduction of 20-minute waiting in the layby	LF
4.	Minutes: To Approve the Minutes of the Monthly Parish Council Meeting and the	
	Annual Council Meeting held 17/05/23	
	The minutes of 17/05/23 were approved as a true and accurate record of said meetings signed and dated by the Chair.	

5. Finance and Policy Issues:

i) <u>To consider minutes of Finance and Policy meeting held on 12/06/23</u> Finance and Policy minutes considered

- ii) <u>To Approve Recommendation from Finance and Policy meeting</u>
- It was Recommend that; the proposed terms of reference for Finance and Policy Committee be accepted and added to the Scheme of Delegation <u>Approved</u>
- It was Recommend that; the Document Retention Policy presented be adopted <u>Approved</u>
- It was **Recommend** that; the Grant Application Form presented be adopted <u>Approved</u>
- It was **Recommend** that; the Scheme of Delegation presented be adopted in principle subject to the addition of terms of reference for the Cemetery Committee and any sub-committee being formed by the Cemetery Committee <u>Approved</u>
- DB noted the number of hours currently being worked by the Clerk/RFO and wanted to raise the issue of Duty of Care, It was **Resolved** that; DJ would request advice on this matter and that, the Clerk/RFO's surgery's on Tuesday mornings would be suspended until September

iii) <u>To Approve Annual Governance Statement</u>

It was Resolved that; the Annual Governance Statement be Approved

iv) To Approve Accounting Statement (Annual Return 2022-2023)

It was Resolved that; the Accounting Statement (Annual Return 2022-2023) be Approved

v) To Note Monthly Bank Reconciliation Report

Monthly Bank Reconciliation Report noted

vi) To Approve Invoices Presented for Payment

INVOICES PRESENTE	:D F(OR PAYMENT 21 JUNE 2023			
D Geogheghan-Breen	Chq	Street Party		250.00	
City of York Council	Chq	Orchard Park Commercial waste		117.00	
City of York Council	Chq	Bus Shelter Huntington School		15.00	
Park Lane Playgrounds	Chq	Vesper Walk Trim Trail		660.00	
Park Lane Playgrounds	Chq	Garth Road		1554.00	
Park Lane Playgrounds	Chq	Orchard Park		3918.00	
Park Lane Playgrounds	Chq	Grath Road		660.00	
Park Lane Playgrounds	Chq	Orchard Park		696.00	7488.00
Banner Business Solutions	Chq	Photocopier		31.94	
FoNESP	Chq	New Earswick Swimming Pool		5000.00	
John Stead	Chq	Garden Scheme		750.00	
John Stead	Chq	Open Spaces		770.00	1520.00
Sleightholm Landscapes	Chq	Church Footpaths		1008.00	
Sleightholm Landscapes	Chq	Garden Scheme & Birch Park		2700.00	3708.00
YLCA	Chq	Training		259.00	
Internal Audit Yorkshire	Chq	2022-23 Internal Audit		375.00	
Yorkshire Bank	Chq	Bank Charges May 2023		10.90	
Lorraine Frankland	Chq	Salary + 23.75 hours overtime		2144.39	
Lorraine Frankland	Chq	Working from home		26.00	
TOTAL EXPENDITURE				£20,945.23	
INCOME:					
Virgin Money	Bank	Gross Interest 31/05/23statement	<u>387.40</u>		
INVOICES PRESENTED FO	RPAY	MENT BETWEEN MEETINGS:			
Nest	DD	Clerk Pension outstanding carry forward	ł	0.00	
Lindsay Ball	Chq	Outside Caretaker OP Apr 23		354.20	
,		Street Cleaning/Outside Caretaker OP Apr			
John Cliffe	Chq	23		942.21	
				£1,296.41	

Approved

vii) <u>To Note Current Financial Situation</u> Financial Situation Noted.

Policing and Security Matters

i) <u>To Note NY Polices update in regards to Crime figures</u>

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	Page 4 of 5	
ii)		
	 <u>Bodies:</u> a) <u>Huntington Riverside Environmental Park</u> MD will take the suggestion of a bench to the next meeting 	MD
•	 MD will take the suggestion of a bench to the next meeting They engagement day by the Green Corridors Team was enlightening <u>Huntington Sports and Social Club</u> They are preparing for the Gala <u>Yorkshire L.C.A.</u> 7 representatives from Parish Council went on the training held before the meeting 	
•	(DJ, SJ, NW, YS, DB, NF & LF) NW stayed for the Branch Meeting where Local Pharmacies and attracting younger Parish Councillors were some of the topics discussed.	
fu	ard Councillors are awaiting the new proposals for Ward Funding, the current nding was initially frozen, until it was pointed out that; commitments had already een made to Summer Activities for Children and Young People.	
<u>P</u>	anning and Green Belt Issues	
i)	To Consider Minutes of Planning Committee Meeting held 30/05/23 onsidered.	
•	23/01016/OUTM KO asked that this application be objected to by the Planning Committee. It was Agreed that; a vote be taken this matter with 8 favour of objection and 2 against objection. It was Resolved that; the application lays in Green Belt and objection detail should be provided by the Planning Committee at their meeting on 28/06/23	Planning Committee
	An enforcement form has been submitted with regards to the Greenhouse which has been erected within the conservation area, the CoYC enforcement officer has advised works to stop, continuation at the owners risk and a Planning Application should be submitted within 56 days of 31/05/23 (by 26/07/23) <u>Management of Green Spaces</u> was Agreed that; a to attend	
	menities	
i)	To Note any issues with regard to Street Cleaning oted	
ii) No	To Discuss any other Issues relating to General Maintenance of Huntington Parish on-raised	
iii) •	To Note any Footpaths, Highways and/or Traffic Issues It was noted roads within the parish including Trent Avenue, New Iane and Chestnut Court are having fibre optics installed by Virgin Media, this is despite much of the Parish having fibre optics installed in the pavement by another provider, such installations do not require consent from providers	
D	It was noted that, the VAS signs have not yet been ordered as the Clerk/RFO as the online banking will still not allow the process of this payment <u>To Consider any issues relating to Huntington Parish Council play areas</u> to look into the drainage at Garth Road, LF to provide contact details for the ainage company	LF, DB
v) •	<u>Gala (2023)</u> It was Resolved that; the approach to the council by and individual to raise funds for their school trip should not be allowed as this contravenes the Standing Orders do not allow for individuals to raise money for individual endeavours	
•	It was Resolved that; the request for a donation to the local Trussell Trust be offered on condition that; they run a stall as only those who have a stall at the Gala receive a share of any charitable monies donated on the day	DB

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• It was **Resolved** that; the Huntington Parish Council have an Ideas Stand to allow for the exchange of ideas, suggestion for community groups and for volunteers to

11. offer their services

Parish Council Administration Issues

i) <u>To consider the quotes for the website development</u> LF presented three quotes for consideration, it was **Resolved** to; establish a working group (NW, YS, AH and LF) and that the Parish Council devolved responsibility to this group for the establishment of website within the confines of the tree quotes provided

- Dates for Diary: Planning Meeting 28/06/23, 19/07/23, Amenities Meeting 04/07/23 <u>Finance and Policy Meeting 11/09/23 and Cemetery Meeting 27/07/23</u> Noted
- iii) <u>To Approve Appointment of Councillors to Committees:</u>
- Planning 1 x Vacancy
- Amenities 2 x Vacancy

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- Cemetery 1 x Vacancy (due to resignation of Cllr Hoggarth) <u>Non-appointed - vacancies remain</u>
- iv) To Approve the Appointment of Councillors as Representatives on Management Committees/Boards of Trustees:
- Huntington Community Centre 1 x Vacancy
- Huntington Riverside Environmental Park 1 x Vacancy
- Non-appointed vacancies remain

To Confirm Date, Time and Venue of Next Meeting

Monthly meeting of Huntington Parish Council to be held Wednesday 19th July 2023 commencing at 7.00pm in Huntington Community Centre, Strensall Road, Huntington. *Meeting closed at 8:57pm*

NW, YS, AH & LF