



Minutes of the Monthly Council Meeting of Huntington Parish Council held on Wednesday 21st 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), Councillor 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 PREPARED BY:	Lorraine Frankland
DATE (Draft):	07/07/23
DATE TO BE APPROVED:	19/07/23

ITEM		ACTION
1.	<u>To Accept Apologies and Reasons for Absence</u> Councillor S Rawlings (SR); absent due to private commitment <i>It was resolved to</i> approve the apology and reason for absence.	
2.	<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> Non - declared	
3.	<u>To Consider Business from Members of the Public</u> i) 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 ii) 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 i) 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 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 KO MD LF
4.	<u>Minutes: To Approve the Minutes of the Monthly Parish Council Meeting and the Annual Council Meeting held 17/05/23</u> 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) To consider minutes of Finance and Policy meeting held on 12/06/23
Finance and Policy minutes considered
- ii) To Approve Recommendation from Finance and Policy meeting
- It was **Recommend** that; the proposed terms of reference for Finance and Policy Committee be accepted and added to the Scheme of Delegation **Approved**
 - It was **Recommend** that; the Document Retention Policy presented be adopted **Approved**
 - It was **Recommend** that; the Grant Application Form presented be adopted **Approved**
 - 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 **Approved**
 - 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) To Approve Annual Governance Statement
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 PRESENTED FOR 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			<u>£20,945.23</u>	

INCOME:

Virgin Money	Bank	Gross Interest 31/05/23statement	<u>387.40</u>	
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INVOICES PRESENTED FOR PAYMENT BETWEEN MEETINGS:

Nest	DD	Clerk Pension outstanding carry forward	0.00	
Lindsay Ball	Chq	Outside Caretaker OP Apr 23	354.20	
John Cliffe	Chq	Street Cleaning/Outside Caretaker OP Apr 23	942.21	
			<u>£1,296.41</u>	

Councillor M. Duncanson
Approved

vii) To Note Current Financial Situation

Financial Situation Noted.

6. Policing and Security Mattersi) To Note NY Polices update in regards to Crime figures

Noted

Type of Incident	Time and Location.	Huntington Report made and action taken by NYP	Total calls for Month
ASB- Nuisance	Monks Cross	1 x incident	
	Church Lane 7/5	Group of youths causing a nuisance on Firtst York bus. They have since got off at Huntington School	
	Sainsbury - Monks Cross	4 x incident	7
	Vangarde	1 x incident	
ASB- Personal			0
Burglary			0
Drugs			0
Vehicle			0
Theft	Vangarde	2 x incident	
	Aldi	2 x incident	
	Birch Close 4/5	Theft of bicycle from communal area	19
	Monks Cross	10 x incident	
	Cineworld	1 x incident	
	Sainsbury	2 x incident	
	The Old Village 29/5	Theft of iron garden chair from driveway.	
Violence	Asda 12/6	Mixed group of youths being abusive to staff and refusing to leave store. Police arrive and speak with youths they leave	1
Criminal Damage	Geldof Road 12/5	Group of females banging/kicking front door, possible damage. Video available	
	Alabury House 24/5	Male arrested for threats to cause damage	4
	P&R Temunus 26/5	Damage to vending machines. Possible CCTV	
	P&R Temunus 30/5	Damage to vending machines. Possible CCTV	

ii) To Consider any other security related issues

Nothing raised.

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

- It was **Resolved** to; overrule the decision to invoke rule 10 as a material difference in line with the current Standing Orders
- It was **Resolved** that; the committee would review their terms of reference for inclusion within the Scheme of Delegation
- It was **Resolved** to; **Approve** for payment the amount of £1540 for grass cutting ant the cemetery it was further **Resolved** to; allow for these expenses to be paid during August.

NF

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

- They are having a lot of maintenance work done over the summer holidays
- They have supplied a copy their annual accounts to the Parish Council – noted
- At the AGM the Officers Remained the same
- The Parish Council noted for the minutes their thanks to the Memorial Hall Committee for a donation of £2,000 towards the 2023 Gala

b. Huntington Community Centre

Their AGM is on 04/07/23, DB will report that there are only two PC representatives

c. Orchard Park Community Centre

- They met on 05/06/23
- NW has taken over the social media role
- They have found another company to service the fire alarm system.

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

a) Huntington Riverside Environmental Park

- MD will take the suggestion of a bench to the next meeting
- They engagement day by the Green Corridors Team was enlightening

b) Huntington Sports and Social Club

- They are preparing for the Gala

c) Yorkshire L.C.A.

- 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.

Ward Councillors are awaiting the new proposals for Ward Funding, the current funding was initially frozen, until it was pointed out that; commitments had already been made to Summer Activities for Children and Young People.

MD

9. **Planning and Green Belt Issues**

i) To Consider Minutes of Planning Committee Meeting held 30/05/23

Considered.

- 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
- 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)

Planning Committee

ii) Management of Green Spaces

It was **Agreed** that; a to attend

10.

Amenities

i) To Note any issues with regard to Street Cleaning

Noted

ii) To Discuss any other Issues relating to General Maintenance of Huntington Parish
Non-raised

iii) To Note any Footpaths, Highways and/or Traffic Issues

- It was noted roads within the parish including Trent Avenue, New lane 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
- 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

iv) To Consider any issues relating to Huntington Parish Council play areas

DB to look into the drainage at Garth Road, LF to provide contact details for the drainage company

LF, DB

v) Gala (2023)

- It was **Resolved** that; the approach to the council by an 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
- 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

DB

NW

11. offer their services

Parish Council Administration Issues

i) To consider the quotes for the website development

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 three quotes provided

ii) Dates for Diary: Planning Meeting 28/06/23, 19/07/23, Amenities Meeting 04/07/23
Finance and Policy Meeting 11/09/23 and Cemetery Meeting 27/07/23

Noted

iii) To Approve Appointment of Councillors to Committees:

- Planning 1 x Vacancy
- Amenities 2 x Vacancy
- Cemetery 1 x Vacancy (due to resignation of Cllr Hoggarth)

Non-appointed - vacancies remain

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

12.

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