



Minutes of the Monthly Council Meeting of Huntington Parish Council held on Wednesday 20th March 2024 at 7.00pm.

PRESENT:	Councillor D. Jobling (DJ) – Chair, Councillor K. Orrell (KO), Councillor D. Geogheghan-Breen (DB), Councillor A. Hawxby (AH), Councillor M. Duncanson (MD), Councillor S. Jobling (SJ), Councillor J. Willis (JW), Councillor S. Phoenix (SP), four members of the Friends of Huntington Cemetery (FoHC), a member of the public and Lorraine Frankland (LF) – Parish Clerk/RFO
APOLOGIES:	Councillor S Rawlings (SR), Councillor Y. Safder (YS) and Naurin Fatima (NF) - Cemetery Clerk
CIRCULATION:	To attendees, apologies and other all members of the Parish Council
MINUTES PREPARED BY:	Lorraine Frankland
DATE (Draft):	09/04/24
DATE TO BE APPROVED:	17/04/24

ITEM	ACTION
99.	<p><u>To Accept Apologies and Reasons for Absence</u></p> <p>Councillor S Rawlings and Naurin Fatima absent due to; private commitments Councillor Y. Safder absent due to; illness It was resolved to approve the apology and reason for absence.</p>
100.	<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>Non - declared</p>
101.	<p><u>To Consider Business from Members of the Public</u></p> <ul style="list-style-type: none"> • The Friends of Huntington Cemetery will be taking part in the Great British Spring Clean next week, Wednesday and Thursday afternoon and Saturday morning 27, 28 and 30 March (Councillors were invited to attend)
102.	<p><u>To consider the co-option of Councillors</u></p> <p>Those members of the public who had expressed a wish to be considered for the position of Parish Councillor decided not to put themselves forward at this time</p>
103.	<p><u>Minutes: To sign the minutes of the Monthly Parish Council Meeting held on 21/01/24</u></p> <p>The minutes of 21/02/24 were approved as a true and accurate record of said meeting signed and dated by the Chair.</p>
104.	<p><u>Finance and Policy Issues:</u></p> <p>i) <u>To consider the minutes of F& P Meeting 11/03/24</u> Considered</p> <p>ii) <u>To consider recommendations from F & P Meeting 11/03/24</u> Recommendation that; the Parish Council look to employ a deputy clerk for in the region of 16 hours per week, and subject to approval of Full Parish that this be investigated at a meeting of the F&P committee on 27/04/24 to bring to the April Meeting Resolved to approve</p>

Recommendation that; attendance at Full Parish Meetings be included in the job description for the Cemetery Clerk, it was noted that the hours worked by the clerk might likely be exceeding seven per week and that Cllr MD should be asked to review the hours of the role with NF to ensure that both the Cemetery Clerk and MD are happy that the hours reflect the amount of work being asked of the Cemetery Clerk.
Resolved to approve

Recommendation that; the contract should be signed asap as this matter has been outstanding for some time **Resolved** to approve

Recommendation that; the quote from Judges for £1,812.00 for upgrading the lighting at Orchard park be directly met by the Parish Council **Resolved** to approve

iii) To consider tenders received for the open spaces tenders

This item was considered after members of the public had left the meeting 8:14pm - 8:42pm

Proposed DJ, Seconded SP, unanimously agreed. It was **Resolved** to accept the tendered figures supplied by Sleightholm Landscapes for Round 1

Proposed DJ, Seconded SP, unanimously agreed. It was **Resolved** to accept the tendered figures supplied by JMS for Rounds 2 & 3

iv) To Note Monthly Bank Reconciliation Report

Monthly Bank Reconciliation Report noted

v) To Approve Invoices Presented for Payment

HUNTINGTON PARISH COUNCIL			
<u>INVOICES PRESENTED FOR PAYMENT 20 Mar 2024</u>			
Park Lane	Bacs	Inv 2812 Inspections Jan	108.00
City of York Council	Bacs	Graffiti OP (VAT element) £57 agreed Feb	11.40
Wel Medical	Bacs	S269622 Pads at WMC	79.08
Premier Windows	Bacs	Inv 365March Bus Shelters and N.boards	354.00
WJP Software Ltd	Bacs	Bal. Install Website and emails Inv 23-861	757.80
Hale Events	Bacs	Inv 476 Marquee 9m x 12m 20% deposit	346.32
York Citizens Advice	Bacs	Inv 2023-197 Jan 24 - Mar 24	1329.00
Boston Seeds	Bacs	5kg Wildflower seed mix	765.99
Yorkshire Bank	Bacs	Bank Charges Feb 2024	11.30
Lorraine Frankland	Bacs	Salary	2070.75
Lorraine Frankland	Bacs	BT bill Mar	40.64
Lorraine Frankland	Bacs	Working from home	26.00
TOTAL EXPENDITURE			<u>£5,900.28</u>
<u>INCOME:</u>			
Virgin Money	Bank	Gross Interest 08/02/24 statement 244	215.20
			<u>£215.20</u>
<u>INVOICES PRESENTED FOR PAYMENT BETWEEN MEETINGS:</u>			
Nest	DD	Clerk Pension	184.05
Lindsay Ball	Bacs	Outside Caretaker OP Mar 24	354.20
John Cliffe	Bacs	Street Cleaning/Outside Caretaker OP and cemetery Gates Mar 24	925.28
			<u>£1,463.53</u>

Checked and approved by: Councillor M. Duncanson

Approved

vi) To Note Current Financial Situation

Financial Situation Noted.

105. **Minutes: To sign the minutes of the Extraordinary Parish Council Meeting held on 05/03/24**

It was **Resolved** to move this item for approval at the April meeting

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

Non - received

It was noted that we have not had any figures for some considerable time – LF informed the meeting that; *when she chased this it would appear that; the person who normally provides these is away and that the person nominated to cover in their stead is also out of office*

ii) To Consider any other security related issues

Non raised

MD

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

- MD to send LF the meeting dates for the Cemetery
- The Parking sign has been repositioned
- They have put in two new benches , disposed of two old benches and removed another bench
- Rule 10 has now been agreed, and NF to present it at the next Cemetery meeting
- YS is reviewing the rules
- The committee is getting a surveyor in to mark out the Northern Boundary in readiness for the extension work which is due to take place
- Flooding is still a very big problem, looking into the feasibility of an attenuation tank, the committee are minded to do all they can to mediate the flooding issue
- They are looking at raising the footpaths which are being submerged
- They have processed the Tenders for the maintenance contract and have ranked their preferred contractors, and are waiting for confirmation from the first-place contractor that they wish to take on the contract
- NF was TUPE (contract signed 18/03/24) with effect from 01/04/2024

ii) To Note Current Financial Situation

It was **Resolved** that JC would be paid 2hours for closing the gates and that he would be paid on a monthly basis of 4.33hrs per month thereafter.

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

- They are meeting next week 26/03/24
- Gas boilers were tested on 20/03/24

b) Huntington Community Centre

- They are meeting 25/03/24
- They are looking into the issues with the boilers
- They are open tomorrow 21/03/24 for the Barratts public consultation in regards to the New Lane development

c) Orchard Park Community Centre

- They are having their AGM on 09/04/24
- They are closed for the Easter fortnight to allow the electricians and decorators to be in the building
- DJ and AH are going to install the noticeboard when they get chance

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

- They are going to replace with an Apex roof which could cost £40k - £50k
- The FA contributed to the extension, but they are going to make enquires to see if funding might be available
- They are hoping that the Euro's will boost funds
- They have agreed to two porta loos on site for the Gala
- They have also agreed that the Gala Marquee can be up from Fri to Mon
- They are also okay with a banner situated on the hedge advertising the

DJ &
AH

upcoming Gala.

iii) Yorkshire L.C.A.

LF asked for final confirmation of numbers for the training day on 27/04/24

iv) To Receive Ward Update

- The Ward Councillors have been chasing a date for when the Pelican crossing on New Lane near Anthea Drive will be installed
- They are meeting tomorrow with the Barratts team at the Ward Councillors request
- They are meeting the Redrow team again soon.

109.

Planning and Green Belt Issues

i) To Consider Minutes of Planning Committee Meeting held on 13/03/24

Considered

It was noted that; the attenuation tanks for the Barratt development are supposed to have 30% extra capacity than current conditions require to accommodate changes in rain fall brought about by climate change

It was further noted that HPC should make a request for a hotline number to contact Barratts on when the development begins in case planning conditions are not being observed in particular around working practices

110.

Amenities

i) To consider the minutes of Amenities Meeting 04/03/24

Considered

ii) To consider recommendations from Amenities Meeting 04/03/24

- The Friends of Huntington Cemetery have cleaned the footpath at the side of the cemetery which leads to Vanguard, the Amenities Committee **Resolved** to extend their thanks to the Friends for doing this
- **Recommendation** that; the parish noticeboard on this footpath be offered to the allotments committee, **Resolved** to approve
- **Recommendation** that; the area around Andrew Drive be tidied up, as per the work identified by Cllr's Duncanson and Orrell, together with the Clerk in January's walk about **Resolved** to approve
- **Recommendation** that; Councillors with responsibility look to tidy up their noticeboards: Noticeboards
 - Cemetery - Councillor M. Duncanson
 - Tesco Councillor - A. Hawxby
 - Yearsley Green - A. Hawxby
 - Post Office - J. Wills
 - Broome Close Corner - M. Duncanson
 - Pets Pantry - Councillor N. Watkins
 - Brockfield - Councillor S. Jobling
 - Mill Hill - Councillor D. Jobling

n.b. SP agreed to take over responsibility for Pets Pantry noticeboard

- **Recommendation** that; report the faulty VAS sign on New Lane to CoYC as it doesn't appear to be working **Resolved** to approve
- The recovery of the remaining balance held in the Environmental Park bank account. **Recommendation** that; Cllr Duncanson be approached to discover if there are any outstanding invoices, and to ask for the return of the remaining balance once any outstanding debts have been paid
- **Recommendation** that;

iii) To Note any issues with regard to Street Cleaning

- JC has been having real issues with dog fouling and discarded dog waste bags, report to CoYC
- JW asked about progress with the installation of a dog bin on North Moor estate
-

SP

LF

MD

KO

iv) To Discuss any other Issues relating to General Maintenance of Huntington Parish

- LF informed Cllrs that; the Church Commissions agent has been in contact to let the Allotment holders know that essential tree work will be taking place in May-June and that contractors will be on site over the next two weeks so that they can inspect the work to be tendered for.

v) Huntington Riverside Environmental Park

- MD to speak to the treasurer about returning the balance of funds in the account to the Parish Council
- DJ has been approached by a member of the public in regards to the riverside footpath, he will follow this up with St. Nics

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

There have been issues with vehicles parking on the pavement in Whitestone Drive, LF to raise with PCSO and Ward Cllrs to look at the issue

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

Non raised.

MD

DJ

LF, KO

111. Parish Council Administration Issues

- i) Dates for Diary: Planning Meeting 03/04/24 (via written procedure due to Cllr commitments), 24/04/24 Amenities Meeting 30/04/24, Finance and Policy Meeting 27/03/24, 10/06/24 and Cemetery Meeting 11/06/24

- ii) To Consider Walk About Garth Road

Resolved: to postpone meet at Garth Road play area 26/03/24 10:30am and Cemetery 15/04/24 at 6:00pm

112. To Confirm Date, Time and Venue of Next Meeting

Monthly meeting of Huntington Parish Council to be held Wednesday 17th April 2024 at 7.00pm in Huntington Community Centre, Strensall Road, Huntington.

Meeting closed at 8:42pm