

HUGGATE PARISH COUNCIL

Minutes of a Council Meeting held on
Tuesday 21 May 2019 at 7pm at JuliArnos Meeting Room

In Attendance

Jill Cussans Adams
Jane Leaver
Barbara Lambert
Phil Duggleby
George Fuller

Abby Popely –Clerk

1. George nominated Jill as chair and Jane seconded this nomination. Barbara nominated Jane as Vice Chair and Phil seconded this nomination. Jill and Jane both accepted.
2. All Councillors who were present completed their declaration of acceptance of office form and Jill completed the acceptance of chair form.
3. Apologies of absence were accepted from Claire Myers due to work commitments.
4. There were no new councillors to co-opt, however Jane knows of two people who are interested.
5. The minutes of the parish council meeting held on 16 April 2019 were approved and signed.
6. The minutes of the village meeting held on 30 April 2019 were approved and signed.
7. There were no declarations of interest in respect of any agenda item
8. All councillors were in agreement that Jill needs to be added as a countersignatory to the bank account and Jenni now needs to be removed. Abby posted a letter to the bank asking for the address and contact details to be changed but this has not yet happened. The accounts were collected by an independent Auditor last week.
9. Review Last meeting's actions - the notifications of pecuniary and non-pecuniary interest forms were collected from all councillors who were present.
10. Finance – agreed the following and cheques were signed.
 - a. payment to ERYC (salt bin maintenance) £492
 - b. payment of £124.38 to clerk for SLCC course, postage, printer cartridges, website registration, laptop case, dog fouling template and paint
 - c. payment for 22.5 hours to Clerk for April 19
 - d. payment of £242.08 to HMRC for clerk's tax (month 11 and 12)
 - e. payment of £51.20 to HMRC for clerk's tax (month 1)
 - f. payment of £40 to Helen Bowman for room hire (Feb – May 19)
11. No planning emails have been received.
12. Emergency community plan – Councillors agreed that there wasn't the requirement to allocate an area of the village for them to be individually responsible for and confirmed that in an emergency situation they would all communicate together with parishioners as appropriate.
13. Future events
 - The date of the next pub quiz was confirmed for Friday 21st June. (This date has changed from previously announced Friday 14th June)
14. Humberside Police Newsletter (April and May 19) – this will be placed on the noticeboard and on the village website.

15. The councillors approved HPC's re-registration with the Information Commissioner's Office.
16. The councillors approved renewal of membership of Society of Local Council Clerks.
17. Huggate News – The councillors agreed to continue with the funding. When the next questionnaire goes out to the village, a question regarding methods of communication will be included in order to ensure that needs of the parishioners are continuing to be met.
18. Huggate Quarry – following Jenni's response, any updates that Abby receives will be brought to future meetings.
19. Jill and Abby decided that it wasn't necessary for them to meet with the local policeman and will contact him if and when they need to.
20. Dog fouling
 - a) A letter to parishioners was agreed and it was decided to make use of existing communication channels and to ask if this could be included in the Huggate News and the village website.
 - b) Jane will keep the stencil and spray paint at the pub and co-ordinate the stencilling.
21. The councillors considered purchasing another litter bin and organising a litter picking day, however they are satisfied that there is enough litter bins in the village. They expressed thanks to those who actively pick up litter to keep the village clean and tidy and felt it wasn't necessary to organise a litter picking day.
22. Gerry Whelan has sent a response to Historic England regarding the War Memorial at the Church, therefore no further action is required.
23. Specific responsibilities for each Councillor will be considered in three months' time.
24. Jill will provide Abby with amendments to the governance documents and any necessary changes will be made.
25. Asset Register - All agreed to allocate an annual 10% depreciation to assets, Abby will update this
26. All agreed that the Christmas tree which is provided privately upon entering Huggate is an excellent enhancement to the village and that no HPC purchases were necessary at this time.
27. Barbara will co-ordinate the planting of flowers and shrubs and upkeep of the three tyres in the village. All agreed that up to £60 could be spent in total on new flowers, bulbs etc which Barbara will purchase.
28. The following mail was received and discussed:
 - EYARD / ROSPA Contribution – all agreed not to fund the requested contribution
 - Holderness Area Rural Transport AGM – Abby will send apologies. All were impressed with the trips offered and details will be shared using existing communication channels.
 - Anti-Social Behaviour 6 month report – this will be displayed on the village website.
29. Items for next Agenda

Clerk – Abby Popely