

HUGGATE PARISH COUNCIL

Minutes of a meeting of the Council meeting held on
Tuesday 19th March at 7pm at JuliArnos Meeting Room

In attendance

Jenni Shields – Chair

Jane Leaver – Vice Chair

Jill Cusson Adams

Claire Myers

Phil Duggleby

Barbara Lambert

Abby Popely –Clerk

1. Apologies for absence were accepted from George Fuller – work.
2. The minutes of the council meeting held on 19th February 2019 were approved and signed.
3. Jenni declared a declaration of interest for agenda point 11 regarding the appointment of an internal auditor.
4. There were no matters arising.
5. Abby went through last meeting's actions.
 - Jenni reported on her findings regarding other parish councils' minutes. All councillors agreed that they were happy with the way the minutes were presented and were confident that the right information was included e.g. members present, declarations of interest, accurate reflection of resolutions, approval of minutes takes place at the following meeting.
6. Finance
 - a. Agreed a payment of £196.29 to Emma Waslin for clerk hours in February
 - b. Agreed a payment of £83.38 to Abby Popely for clerk hours in February and printer cartridge
7. Jenni proposed the clerk rate of pay which was agreed by all councillors and they all agreed that any monies owing to Emma (for a correct hourly rate and holiday pay) will be made as soon as possible. Jenni also proposed mileage should be paid at a rate of 45p per mile for the clerk's travel to meetings which was agreed to by all councillors.
8. The method for payment of the clerk's holiday entitlement was agreed and will be processed monthly.
9. The purchase of printer ink was approved and Abby will purchase future cartridges as and when required.
10. Six councillors' nomination forms were collected and Abby will deliver these to County Hall on 27th March. Jenni confirmed that she would not be standing again and a new Chair would need to be elected in May.
11. Jenni has approached someone in North Dalton to audit the Parish accounts, however nothing has been confirmed. Subsequently Jenni suggested that her sister could audit the accounts as has previous relevant experience. All councillors (except for Jenni) voted for the appointment of L. Gall to complete the independent audit and payment will be made in accordance with previous years.
12. The North Dalton Housing Needs Survey Report was discussed. Jenni will discuss this at the village meeting on 30 April. The recommendations are as follows:
 - a. A small infill scheme of 2 bed houses including possibly bungalows for rent (e.g. 4-6 units), possibly including "rent to buy" options and consideration will be given to bringing at least one bungalow up to full mobility or wheelchair standards.
 - b. A small infill scheme of starter homes for first time buyers (e.g. 4-6 units) either shared ownership or discounted sale (80% of full market value)
13. Community Speed Watch was discussed: developed by the Police and Crime Commissioner and Humberside Police, it's aim is to "change the behaviour of some road users who drive above the speed limit through small towns and villages" by training volunteers to monitor vehicle speeds in their communities. Jenni will

email Debbie Fagan, Engagement Officer (East Riding), Office of the Police & Crime Commissioner for Humberside to request that Huggate Parish is included in the training sessions.

14. The payment in arrears to Huggate News was discussed. The councillors agreed that a payment will be made for previous years production as this had already been agreed. Abby will inform the producer of Huggate News and request an invoice so a payment can be made. It was agreed that HPC would fund 6 months of Huggate News In papercopy only. The councillors review the situation and production of Huggate News towards the end of the period.
15. Jenni will make another request to the bank so that the address can be changed so Abby received all correspondence.
16. There were no planning emails to discuss.
17. An email from ERYC was discussed regarding the main modifications to the East Riding and Hull Joint Mineral Local Plan. The councillors were invited to view the relevant documents detailing the main modifications and details were given. This will be reviewed again at the April meeting and it will be decided if Huggate will make a representation.
18. Emergency Community Plan – All agreed that the purchase of road closure signs will be investigated further and the planning of areas will be discussed at the May meeting.
19. Future Events
 - a. quiz in Wolds Inn 5 April, Jenni is unable to be the quiz master. Claire suggested Pete Challis could do this which everyone agreed was a good idea.
 - b. Information board erection on 24 March at 10am, Phil Duggleby and Pete Challis will co-ordinate this.
 - c. Annual Village Meeting 30 April, Jenni reminded everyone that at least 3 councillors must be present, attendance was confirmed by all councillors and Abby will take minutes.
20. Jenni has chased ERYC regarding concerns about dust and the road condition resulting from the opening of the quarry. Clarification has yet to be sought.
21. The councillors confirmed they were happy with the agenda organisation.
22. Mail
 - a. Notification received from ERYC to confirm that the annual road surface dressing of Driffield Road and Pocklington Lane will commence on 8th April.
 - b. Emails were received from two residents regarding Huggate News and the future funding. This prompted a discussion within the group and it was agreed that funding for the next 6 months would be provided, Abby will respond to the emails directly.
23. Items for next agenda
 - Approval to be sought for Abby to attend a training course for New Clerks in July
 - Approval for a new laptop case to be purchased to protect the current laptop