

## HUGGATE PARISH COUNCIL

Minutes of a meeting of the Council meeting held on  
**Tuesday 19<sup>th</sup> February at pm at JuliArnos Meeting Room**

### Minutes

#### In attendance

Jenni Shields – Chair

Jane Leaver – Vice Chair

Jill Cusson Adams

Claire Myers

George Fuller

Emma Waslin – Clerk

Abby Popely – New Clerk

1. Apologies for absence were accepted from: Phil Duggleby – work, Barbara Lambert – personal/family health
2. The minutes of the council meeting held on 15<sup>th</sup> January 2019 were approved and signed. George queried how detailed the items discussed should be recorded. The Chair suggested that she compare other parish council's minutes.
3. There were no declarations of interest in respect of any agenda items.
4. There were no matters arising.
5. Finance
  - a. Agreed a payment of £239.79 to Emma Waslin for clerk hours in January
  - b. Agreed a payment of £133.60 to HMRC for clerk's tax
  - c. Agreed a payment of £40 to Helen Bowman for room hire
6. Abby Popely has been appointed as the new clerk with effect from today. Jenni thanked Emma for her hard work and dedication in her role. Emma explained that she would like to stand as a councillor when appropriate which the group were in full support of. A suitable handover has been arranged between Emma and Abby. The clerk's salary including incremental dates etc to be agreed at the next meeting
7. There were no planning emails to discuss.
8. Emma explained that ERYC had confirmed that due to the imminent May election, the Councillor vacancy will stand until after the election on 2<sup>nd</sup> May and the group are unable to co-opt a councillor at this present time.
9. Jenni shared details of re-election process and confirmed that all current councillors who wished to stand would need to complete a nomination form and **return to the chair before the next meeting**. These will be returned to County Hall by the clerk. Jenni confirmed that she is standing down and will no longer be chair after 2<sup>nd</sup> May and a new chair will need to be nominated.
10. The date for the annual village meeting was agreed as Tuesday 30<sup>th</sup> April at 7pm in the Church, this will be published on the village website, on the notice board and in the pub. Members agreed to invite Elite Service Ltd to attend at 7:30.
11. The Village taskforce/walkabout satisfaction survey was completed and agreed by all councillors present. The new clerk will scan and return this by email.
12. The Chair confirmed that the deadline for a response to the email from the Office of the Police and Crime Commissioners Officer had been extended from 17<sup>th</sup> February. Discussed ideas regarding items that the parish want to see the police doing, the group agreed that their main concern was traffic speeding through the village.
13. There were no comments regarding the Review of Public Spaces Protection Orders 2019.

14. The draft planning and enforcement plan was discussed, the chair informed the group that they had been invited to attend two meetings on 27<sup>th</sup> February 6.30 at Burnby Hall and 28<sup>th</sup> February at 2pm. Councillors confirmed that they did not wish to attend.
15. The Huggate news was discussed and all Councillors agreed that the parish would not fund the production of this newsletter in the future. The justification for this was that the information is readily available on the village website and notice board and concerns had been expressed previously regarding GDPR compliance.
16. The Emergency Community Plan was discussed and members agreed that a new wind up torch needs to be purchased and a copy of the electoral register needs to be included in the emergency box. After May's changes regarding the Councillors, each councillor will be allocated with a number which will determine the area of responsibility within the parish in the event of an emergency. This will be re-allocated should the councillor stand down and a replacement elected.
17. The chair discussed the panel recommendations for the ERYC's town and parish communication review panel which aims to encourage better partnership working and she suggested that Councillors attend future meetings.
18. An email had been received from a resident who had seen another resident taking salt from the bins for their own personal use. The Councillors agreed that residents should be politely reminded that the use of salt is for the public footpaths.
19. Jane updated the group that the road outside the public house is being re-surfaced next week.
20. The next pub quiz was agreed to be held on Friday 5<sup>th</sup> April pm in the Wolds Inn.
21. The information board will be erected in the well area on Sunday 24<sup>th</sup> March at 10am, any help is welcome to carry out the work.
22. The chair discussed an email received from RoSPA asking parishes for a contribution towards advanced drivers and riders. All Councillors voted against contributing.
23. Two parishioners had enquired about the purchase of a strip of land a the side of the old chapel, however they have decided not to proceed, therefore this will be included on the parish's grass cutting plan.
24. The quarry opening times were discussed and issues arising such as extra traffic, road condition and the speed of related vehicles. The chair has requested the information from ERYC who will confirm opening times.
25. Humber and Wolds Rural Action requested to attend any relevant luncheon groups that took place in the parish. Members agreed that there were no suitable events to their knowledge so no response is necessary.
26. A cycle race is due through the village on Saturday 6<sup>th</sup> April, Jane confirmed that a food station would be in the pub carpark and the event would be finished by lunch time.
27. No other mail has been received.
28. Items for next agenda:
  - a. North Dalton Housing Needs Survey Report
  - b. Community Speed Watch
  - c. Current and previous clerk's pay to be correctly confirmed, amended as necessary and confirmed at next meeting.
  - d. Best method of purchasing Printer ink cartridge to be decided for new clerk
  - e. NB. May's meeting to include emergency community plan allocation of area to each councillor as determined on map of parish