

HUGGATE PARISH COUNCIL

Minutes of a Council Meeting held on
Tuesday 18th June 2019 at JuliArnos Meeting Room

In attendance

Jill Cussans Adams

Jane Leaver

Barbara Lambert

Clive Owen (Co-opted as a Parish Councillor)

Abby Popely - Clerk

1. Apologies of absence were accepted from Claire Myers – work commitments, Phil Duggleby – holiday, George Fuller – work commitments
2. The Co-option of Clive Owen was supported by Jane and seconded by Barbara. Clive completed the declaration of acceptance form and Abby will email him other relevant documents.
3. The Minutes of the parish council meeting held on 21st May 2019 were approved and signed.
4. There were no declarations of interest in respect of any Agenda item.
5. Matters Arising – The Councillors agreed the locations of dog fouling signs which will be sprayed onto bins, pavements and roads around the village in an attempt to detour dog fouling. It was agreed that no new flowers/shrubs were required at the current time for the tyres at the entrances to the village and instead bulbs would be purchased ready for the Spring.
6. Regarding last meeting's actions, Jill has made amendments to the governance policies, Abby will make these changes and bring along to the next meeting to be approved.
7. Finance – the following finance items were agreed and cheques were signed:
 - a. payment for the clerk's wages - 16.5 hours for May
 - b. payment of £148.90 (£63 membership of SLCC, £40 membership of ICO plus clerk expenses)
 - c. payment of £38.03 to HMRC for clerk's tax (month 2)
 - d. payment of £86.40 for domain hosting for the village website
 - e. payment of £15 to independent auditor
 - f. Receipt of Precept - £4800 on 30.4.19
 - g. Submission of VAT return for April 18 – March 19 - £405.49
8. The planning email received from ERYC on 12.6.19 in respect of a 12m mast (to enable residents to be able to use smart meter readings) being erected on land east of Glebe Farm, York Lane was discussed, approval was recommended by all Councillors.
9. Abby reported that the accounts had been audited and approved by a bookkeeper and that they will be displayed on the village website and the notice board for the required length of time and they have been submitted accordingly.
10. The Emergency community plan – The Councillors discussed and agreed slight amendments to this document. Changes will be made so this can be approved and displayed / distributed.
11. Asset Register – This was discussed and updated by the Councillors. Changes will be made so this can be approved at the next meeting.
12. E Bulletin from Police and Crime Commissioner - this was discussed and will be displayed on the notice board and published on the village website: www.huggatevillage.org
13. Future events
 - Pub Quiz 21 June. Jenni Shields has kindly offered to write questions.
 - Summer Fair 20 July

14. Items to go in the Huggate News were agreed.
15. Bank Account Update – change of address and countersignatories. Abby and Jill have visited the bank but as yet the changes have not happened.
16. Mail
 - a) Missing Street Sign (notification from ERYC rec'd 23.5.19) - This is still missing, Abby will contact ERYC for an update.
 - b) Hare Coursing (email rec'd from Humberside Police 23.5.19) - The councillors were made aware of this communication from Humberside Police.
 - c) Invite to Western Parishes Liaison Group on 27 June @7pm (received 5.6.19) - None of the Councillors are able to attend.
 - d) Yorkshire Wolds Cycle Challenge 13/14 July (received 7.6.19) - Information will be communicated to parishioners on the website www.huggatevillage.org and in the Huggate News
 - e) Invitation to Wildlife Photography Exhibition 20 June (received 4.6.19) - None of the Councillors are able to attend. Abby will send apologies.
17. Items for next Agenda
 - Information Board Drainage
 - Ponds – an update and review of the little pond (re: ongoing maintenance and plants) and suggestions for upkeep of big pond
 - Approve Governance Policies and Documents
 - Approve Community Emergency Plan
 - Approve Asset Register

Clerk – Abby Popely