

HUNTINGTON PARISH COUNCIL

Minutes of the meeting held on 8th September 2022 in Huntington Community Centre commencing at 7.00pm.

PARTICIPANTS: Councillors J Newman (Chairman), Cllr (Mrs) D Davies (Vice Chairperson), C Benton, J Ashley, S Tunas Bana, K Bury, (Miss) A Smith, and B Lester (8.30pm).

IN ATTENDANCE: Mrs L McClymont (Clerk), Mr D Wheatley (Finance Officer), 4 public attending.

140/22) APOLOGIES FOR ABSENCE

Apologies were received from D Silvester, M Thompson, M Tym, Cllr David Williams – County Councillor

Noted

141/22) PUBLIC QUESTION TIME

A member of the public addressed the Parish Council and advised on a meeting they had had with the MP and other agencies regarding the ongoing issues of off-road motorbikes. The MP will contact landowners and the District Council and arrange a meeting to try to resolve the issues.

A member of the public registered their concerns that although they had arranged the for the petition, they had not been informed of reinstatement of a bus service to the Dog in Tree estate until Cllr Ashley had spoken to him about the new timetable. This is a limited service for 12 month and if people don't use it we will lose it. Cllr Ashley suggested laminating copies of the timetable and fixing them to the bus shelters. Cllr Benton agreed to contact Chaserider.

A member of the public raised concerns about the amount of litter around the Dog in Tree estate. Cllr Tunas Bana suggested that the next volunteer litter picking event could be at that area of the village.

A member of the public raised their frustrations at the amount of dirt and debris washing down Cherry Tree Road, nobody takes any notice of it, and it is dangerous. Members explained that this would be a District and County Council issue. It was suggested that a site meeting be requested with County and District Councillors to look at the issue.

Mr Davies introduced himself and explained how he had been heavily involved in organising the previous Remembrance Day service and offered his services for this year. He also recommended that the purchase of a permanent poppy holder be considered, and he had contacts who could make a wooden one. Cllr Ashley recommended setting up a sub-committee and hold a meeting in the next 2 weeks in the Community Centre. As the Clerk will be on holiday, Cllr Smith will arrange the meeting and Cllr Ashley agreed to take the minutes.

A member of the public raised concerns about the amount of debris coming off the shop's carpark on to the road. Cllr Davies stated that she has this matter under control and has been in contact with the companies to get the car park sorted. Concerns were then raised about the cars parking on the grass verge opposite Monkey Row as they are leaving mud on the pavements making them slippery or people walking on the road to avoid the mud. Gutters and drains are getting blocked all over the village. Cllr Benton explained the history and that Highways believe that if they park there, it is safer than parking on the road. Cllr Benton agreed to contact the County Councillor.

A member of the public raised concerns regarding a hedge that has been cut on Dual Way by the Post Box. The cuttings have been left under the hedge row it looks unsightly and in the hot weather is a fire risk. Cllr Benton agreed to investigate this as well.

A member of the public wished to object to the removal of the fencing between Dual Way and the A34. He understands that the Parish Council was against this action, and he has been in contact with Cllr David Williams.

Noted

Public Questions closed at 7.53 pm members of the public left the meeting.

The Chairman informed members that information had been received that Her Majesty the Queen had sadly passed away earlier in the day. Members stood and observed 2 minutes silence.

142/22) SSDC LOCALITY ENABLER - Ryan Cresswell

Mr Cresswell introduced himself and explained the role and skills of a locality enabler and how they can help the Parish Council. Each Locality has their own enabler who can be contacted for help and assistance. Members thanked Mr Cresswell for his presentation.

Noted

Mr Cresswell left the meeting at 8.10pm

143/22)CHAIRMAN'S ANNOUNCEMENTS AND ANY OTHER AGENCIES PRESENT

A written Chairmans report had been circulated to all members prior to the meeting. Cllr Davies questioned why the Handyman had not been covering the Rangers duties as it is in the job description. The Chairman explained the situation. Cllr Davies wished to formally register her concerns.

Noted

144/22)POLICE REPORT

A written Police report had been circulated to all members prior to the meeting, there was not a Police representative in attendance, but the written report was accepted by members.

Noted

145/22)COUNTY COUNCILLOR REPORT - CLLR DAVID WILLIAMS

Cllr Williams was not in attendance and had not provided any written report.

Noted

146/22)DISTRICT COUNCILLORS REPORT – CLLR CHRIS BENTON.

A written District Councillors report had been circulated to all members prior to the meeting. The written report was accepted by members.

Noted

147/22)MINUTES OF THE MEETINGS HELD ON THE 21st JULY 2022.

The minutes of the Parish Council meeting held on 21st July 22 had been circulated for members consideration. Cllr Benton proposed that the minutes be approved and signed as a true and accurate copy. This was seconded by Cllr Newman and all members unanimously agreed.

Resolved

The minutes of the Parish Council meeting held on 21st July 22 were approved as a true record of the meetings and were signed by the Chairman.

148/22) MATTERS ARISING

There were no matters arising that would not be covered by an agenda item

Noted.

149/22) FINANCE**a) Finance Statement**

Salaries for August 2022	£ 4,491.17	Paid Chairman's action
Salaries for September 2022	£ 4,358.93	
NEST Pensions - August	£ 151.03	Paid Chairman's action
NEST Pensions - September	£ 157.82	
HMRC (PAYE/NIC - qtr to Sept 2022)	£ 2,341.28	
Cropper Grounds Maintenance (July)	£ 672.49	Paid Chairman's action
AW Carrington (Blast Clean Mining Wheel)	£ 3,600.00	Paid Chairman's action
Diamond Fire & Security (Alarm & Extinguisher services)	£ 288.30	Paid Chairman's action
H.Caulfield expenses (mobile phone - August 2022)	£ 5.00	Paid Chairman's action
D.Wheatley (Comm. Centre Green Bin fee)	£ 43.60	Paid Chairman's action
Cropper Grounds Maintenance (August plus knotweed treatment)	£ 1,872.49	
D.Wheatley (stamps)	£ 21.76	
H.Caulfield expenses (mobile phone - Sept 2022)	£ 5.00	
Sutton & Wilkinson (Architect services for Village Green access)	£ 2,218.00	
J.Kelsall Builders Merchants (paint)	£ 31.20	
TOTAL	£20,258.07	

DIRECT DEBITS TAKEN SINCE THE LAST MEETING

Coopers Waste	£ 84.31	
Gazprom (electricity)	£ 346.63	
Gazprom (gas)	£ 9.41	
TOTAL	£ 440.35	

INCOME FOR MONTH

TOTAL	£ -	

FINANCIAL STATEMENT

CURRENT ACCOUNT BALANCE	£90,579.49	
LESS PAYMENTS AGREED	£20,258.07	
LESS OUTSTANDING CHEQUES	£ -	
BALANCE IN CURRENT ACCOUNT	£70,321.42	
TOTAL	£70,321.42	

ON DEPOSIT

BUSINESS INSTANT ACCESS ACCOUNT		
General reserves + interest	-£57,265.35	
Memorial Garden sink fund - per "recommendation"	£ -	
Village Hall Project	£ 314.45	
Leisure Park sink fund - per budget	£27,501.10	
Sports Ground sink fund - per budget	£ 9,141.97	
Bus Shelter sink fund - per budget	£ 5,000.00	
Election expenses sink fund	£14,398.38	
Play Area sink fund - per budget	£37,188.61	
Skate Park sink fund - per budget	£16,000.00	
Village Green sink fund - per budget	£18,108.70	£ 70,387.86
Total	£70,387.86	

a) Payments –. The Finance Officer took members through the payments presented. Cllr Tunas Bana proposed that all payments be approved, this was seconded by Cllr Smith and unanimously agreed by all members.

b) Financial Statement – The Finance Officer took members through the Finance Statement. Members accepted the statement as presented.

c) External Audit 2021/2022 – Copies of the completed external audit had been circulated to members, members noted the comments and advice made by the auditor.

d) Quotation – Dropped Kerb – Members had been circulated with a copy of the quotations received regarding the project to drop the pavement and develop a vehicle access onto the village green. The lowest quotation was £19,761.30, Cllr Tunas Bana proposed that no action be taken against this quotation due to the high cost. This was seconded by Cllr Smith and agreed by all members. Cllr Benton agreed to enquire with highways if the kerb could be dropped without developing the drive on area on the village green.

Resolved

- That all payments are approved for payment.
- That the Finance Summery report was accepted as presented and the Finance Officer is to realign the sink funds to the budget for the next meeting.
- That members note the comments made by Mazars for completed audit.
- That no further action be taken regarding the quotations due to the high cost.

Cllr Davies left the meeting at 8.30pm

Cllr Lester joined the meeting at 8.30pm

150/22) PLANNING

Planning Number 22/00733/FUL	Application: - Construction of single storey extension (link) between existing orangery and garage.	Address: - 3 Scholars Close Huntington WS12 4GF
Decision Consultation up 29 th August 2022 (Circulated to members no issues raised)		
For information only as consultation period passed, circulated via email. Responses from members recorded as no issues with planning application so no consultation extension requested. Noted		

151/22) PAPERLESS MEETINGS

A written report had been circulated to members prior to the meeting. Members accepted the report as presented.

Noted

152/22) AMENITIES

- a) **Village Green** – A written report had been circulated to members prior to the meeting, members accepted the report as presented.
- i) Cllr Newman proposed that the purchase of nuts bolts and washers at a cost of £109.68 for the fencing is approved. This was seconded by Cllr Ashley and agreed by all members.
- ii) Bench Plaque- Members had been circulated with an application for a Memorial Bench plaque to be installed. Members agreed to the application but requested that the applicant is asked to check that the text will fit before purchasing the plaque and the plaque must be the approved size.
- iii) Flowerpots - Members requested that this item be left until the October meeting due to Cllr Davies having to leave the meeting.
- b) **Littleton Leisure Park** – A written report had been circulated to members prior to the meeting, members accepted the report as presented.
- c) **Sports Ground** – A written report had been circulated to members prior to the meeting, members accepted the report as presented.
- i) Cllr Tunas Bana proposed that approval is given for Cllr Lester to get additional keys cut for the changing rooms locks for teams to use and to purchase new bins for the changing rooms. This was seconded by Cllr Newman and agreed by all members.

Resolved

- a i) That approval is given to purchase the nuts, bolts and washers needed for the fencing repairs.
- a ii) That approval is given for the bench plaque application providing the text will fit the approved size.
- a ii) Noted
- c i) That approval is given for Cllr Lester to additional keys cut for the Changing rooms and the purchase of new bins for the changing rooms.

153/22) SKATE PARK

Members had been circulated with a written report and members accepted the report as presented. Cllr Tunas Bana summarised the responses received from the consultation of a skate park for the village green. Residents were clearly not in favour of a skate park on the village Green but had requested the money be spent on

- a) Replacing the safety surfacing and dealing with the water logging issue on the ground
- b) Requests for additional equipment to be installed including SEN equipment.
- c) Request for additional seating.

Cllr Tunas Bana proposed contacting contractors for quotations and costing for requested projects and then consulting the public again to assess the public's opinion and priority of projects as it is unlikely, we would have the money for everything as they are costly projects. Members agreed with the proposal.

Noted

154/22) CHRISTMAS EVENTS

Members had been circulated with minutes from the Public Events Committee meeting held on 6th September 22.

- a) Christmas Tree Decorations – Cllr Tunas Bana showed members samples of the acrylic baubles that can be personalised with a family name, the idea is that families can purchase a decoration

for the big Christmas Tree planned for the Village Green making the tree a true Village Christmas Tree decorated by local residents. Members agreed to have a Family option in white and an In Memory of in red, the cost of the decorations will be £18 each.

Noted

Cllr Tunas Bana left the meeting at 9.15pm

- b) Cllr Ashley agreed to enquire with Inglewood investments regarding a donation of Christmas trees.

Noted

155/22) COCKSPARROW LANE CARPARK – PLANNING ISSUE

Members had been circulated with a written report regarding the ongoing issues with the SSDC planning not accepting the block and location plans. Cllr Ashley proposed that the quotation from Sutton & Wilkinson of £295 +vat to supply planning compliant plans to SSDC for the carpark extension is accepted. This was seconded by Cllr Lester and agreed by all members.

Resolved

That the quotation to supply planning compliant plans for the carpark extension is accepted.

156/22) CORRESPONDENCE

Members had been circulated with copies of correspondence as received.

28/07/22 Member of the Public – Application for a Memorial Bench Plaque. **Approved**

16/08/22 SCC – Confirmation that Chaserider bus service will resume around Dog in Tree Estate from 5th September. **NOTED**

19/08/22 Member of the Public – Complaint regarding the removal of the fence between A34 and Dual Way. **Clerk has contacted and advised this is a County Council decision and responsibility.**

24/08/22 Quotation – quotation to provide plans for the carpark extension. **Approved in Finance**

02/09/22 EH Smith – request to identify font used of phase one bricks. **Clerk has sent a photo.**

02/09/22 SSDC – Rejection of latest block and location plans submitted. **Noted**

06/09/22 Mazars – Completion of external Audit 31/3/22. **Dealt with in Finance.**

157/22) COMMUNITY ENGAGEMENT

A written report had been circulated to members prior to the meeting. Members accepted the report as presented. Members agreed to support a meet and greet the public event on the village green near to the Memorial Garden on Saturday 17th September 10 am to 1pm.

Noted

158/22) COMMUNITY CENTRE

A written report had been circulated to members prior to the meeting. Members accepted the report as presented.

- a) Booking Enquiry – It was proposed by Cllr Lester that the application from Sweet Sugar Layers for a regular booking is rejected as they are not providing the requested documentation and portable cooking equipment is a fire risk. This was seconded by Cllr Benton and agreed by all members.
- b) Littleton Chill Out Club – Members approved the use of the Community Centre on a Monday and Friday evening by the Youth Club. Cllr Benton proposed that they be given 3 weeks free hire and then charged £30 per night to be reviewed April 23. This was seconded by Cllr Newman and agreed by all members. It was also approved for key cutting for their storage area and the centre and for the cupboard to be removed in the kitchen to locate the fridge.

Resolved

- a) Refusal of regular hire by Sweet Sugar Layers
- b) That approval is given for the Youth Club to operate on Monday and Friday evenings at a nightly cost of £30 and the first 3 weeks free.

159/22) PHASE 2 MEMORIAL BRICKS PROJECT

A written report had been circulated to members prior to the meeting, members accepted the report as presented.

Cllr Ashley proposed a site meeting with David Mitchel the sign maker and Colin Sutton the architect to consider options. One of the original signs has either been damaged or has deteriorated badly and needs replacing, and a decision is needed for the phase 2 sign or signs.

Cllr Newman advised that a decision to have the map of the collieries had been made and he is now worried about the timings, it is unlikely it will be completed in time for Remembrance Day and then we may have inclement weather so the project will need to be pushed back to the spring.

Cllr Ashley proposed that in the Clerk's absence over the next 2 weeks he contact Sutton and Wilkinson and Mr Mitchel and arrange a site meeting to discuss options.

Cllr Newman proposed that Cllr Ashley to lead this project going forward and to make the arrangements to progress the project. This was seconded by Cllr Smith and agreed by all members.

Resolved

That Cllr Ashley is to lead the Phase 2 Memorial Bricks Project and arrange the meetings as needed to progress this project.

The chairman proposed Moving Standing Orders by 15 minutes

160/22) REMEMBRANCE DAY

Cllr Newman reminded members that Mr Davies had offered his services with the arrangements for the Remembrance Day Service. Members agreed they wanted a permanent Poppy Planter. Members agreed that a meeting was needed in the next 2 weeks so arrangements can be made for the Poppy Planter. Cllr Smith agreed to arrange a meeting date in the Clerk's absence and Cllr Ashley agreed to take the minutes of the meeting. The Clerk asked if approval could be given to order the Poppy wreaths, Cllr Davies has an account and normally orders the wreaths. It was agreed that 3 wreaths should be ordered Cllr Newman proposed approval to order 3 wreaths is given this was seconded by Cllr Smith and agreed by all members.

Resolved

That approval is given for the purchase of 3 poppy wreaths.

161/22) ITEMS FOR DISCUSSION AT THE NEXT MEETING.

- a) Flowerpots and Planters – Cllr Thompson
- b) Project Planning 2023/24 and onwards – Cllr Newman (All members are requested to consider what project, activities, and improvements they wish to consider for the future.)

Noted

162/22) DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday 8th September 2022, in Huntington Community Centre, commencing at 7pm.

Signed _____

Date _____

CONFIDENTIAL

Resolved

In accordance with section 1 of the public bodies (admission to meetings) Act 1960 the Council Resolved that the Public were excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

The Clerk was asked to leave the room while members discussed staffing issues.

163/22) ADDITIONAL HOURS WORKED

When the clerk returned to the room the Chairman advised that, the Clerk and the Booking Clerk had been approved an additional 6 hour pay for additional hours worked beyond their duties during the month.

Resolved

That 6 hours additional pay is to be paid in Octobers pay to the Clerk and Booking Clerk.

Meeting closed at 10.25pm

Signed _____

Date _____