

**MINUTES OF HUGGATE PARISH COUNCIL MEETING**  
**Tuesday 15<sup>th</sup> March 2022 in the JuliArnos Room**

In attendance

Clive Owen (on zoom)  
Claire Myers  
Phil Duggleby (acting Chairperson)  
Stewart Middleton  
Jane Thorpe  
Pete Cowan

Abby Popely – Clerk

1. Apologies were received from Jane Leaver due to holiday and Diana Evans due to illness. Phil acted as Chair as Clive attended virtually due to covid isolation.
2. The minutes of the Council meeting held on 15<sup>th</sup> February 2022 were approved and signed.
3. Jane Thorpe declared interest in item 11 as her husband has submitted a quote.
4. Matters arising not covered in the agenda: clerk mileage claim and printing reimbursement and clerk payrise to be considered in item 6.
5. All required actions have been completed and are addressed in minutes. Leo Hammond will be invited to a future meeting to discuss devolution and maintenance issues.
6. Finance
  - a. Payment agreed to clerk for 14 hours for February
  - b. Payment agreed of £36.60 to HMRC for February
  - c. Agreed that Claire Cayphan will be asked to internally audit the accounts
  - d. Payment agreed to clerk of £93.56 for office supplies and mileage
  - e. Clive reported that the National Association of Local Councils had agreed a 1.75% payrise to be back dated to April 2021. Clive proposed that Abby received an increase to SCP 11 (£11.50/hour) with effect from April 2022 which Councillors agreed to.
7. No planning emails have been received this month.
8. Village Maintenance / Issues –
  - a. Local traffic solutions: Speed Indicator Devices (SIDs) - ERYC have confirmed that Huggate is eligible to hire the SIDs at a cost of £500 for 4 weeks. Councillors agreed that Speedwatch has been very effective and is being carried out approximately once / week, the hire of the SIDs was agreed to in principle but this will be delayed until later in the year when there is less daylight in order to make the SIDs more prominent.
  - b. Christmas lights update – Claire will ask PCC what lights they'd like and report back to the next meeting as these could be funded by HPC.
  - c. Maintenance Issues: Damaged Litter bin near the post box – ERYC have been in touch to enquire about the location, suggesting that this will be fixed soon; pond railings, passing place outside Walnut Cottage – still no update – Abby will chase again as Jane reported that 3 cars were parked in the dangerous passing place at the weekend.
  - d. Basket swing – the broken swing has currently been removed by Councillors, Clive has investigated options as a more heavy duty option needs to be installed. Councillors agreed to purchase a new swing.

- e. Damage to tyres from road debris near Warter Estate – Clive rang Warter Estate and spoke to the Farm Manager's secretary, as a result two vehicles with brushes cleaned the roads and the road is now clear.
- f. Jane reported that a parishioner has asked if a frogs crossing/ beware of frogs sign could be displayed near the pond, Councillors suggested that something temporary could be displayed by the parishioner as a more permanent option would need to be requested through the ERYC highways department which can take a long time
9. Future events –  
Pub quiz: 25<sup>th</sup> March, 29<sup>th</sup> April at 7:30  
Jubilee event: Agreed that a celebratory mug would be a great children's gift and a local artist has created the artwork which Councillors all liked and they agreed on a favourite design; Abby has submitted a grant application; Councillors agreed to planting trees/ hedges on the new car park through the Queen's Green Canopy and Abby will register interest via the Woodland Trust, these should be delivered in November.
10. Whatsapp group – Councillors agreed that future planning applications will be shared on the Whatsapp information group with a link to the planning portal for parishioners information.
11. Car park update – three quotes were considered by the sub-committee and the most appropriate, cost effective company was appointed: AG Thorpe. Work will commence as soon as possible.
12. Mail - the following were discussed and actioned as follows:
- ERYC joint communication on behalf of town and parish councils email received from Newbald Parish Clerk 17.2.22 – agreed to support
  - Email from Samm Campell, ERYC 3.2.22 re Right of Way Improvement Plan - noted
  - Email from ERYC re Town and Parish Council Network Meetings 18.2.22 and 4.3.22 - noted
  - Email from ERYC re East Riding Community Governance Review 1.3.22 - noted
  - Email from Leo Hammond re Devolution 18.2.22 – will be invited to attend future meeting
  - Email from ERYC 22.2.22 re Sustainable travel in your parish - noted
  - ER design guide leaflet – received in post – will be displayed on notice board.
13. Agree Items to go in the Huggate News – pub quiz, swing update, trees to be planted, Warter estate debris, planning applications to be shared on whatsapp
14. Items for next Agenda: car park update, maintenance issues update, jubilee update. It was agreed to move April's meeting to Thursday 21<sup>st</sup> April due to booked holiday.

Clerk – Abby Popely