

# **HAXBY TOWN COUNCIL**

**The Memorial Hall, The Village, Haxby YO32 3HT**

**Minutes of the annual meeting of Haxby Town Council held on Monday 19 May 2025 at 7.30pm in the Oaken Grove Youth and Community Centre, Haxby.**

**Present:** Cllr. R. Pearson - Chairman  
Cllr C. Cooper  
Cllr I. Cuthbertson  
Cllr A. Hollyer  
Cllr C. Layfield  
Cllr J Secker  
Cllr. G. Stow

**Also present:** Alan Draper (town clerk) and two members of the public.

## **1/2025 Election of chairman**

**RESOLVED** that Cllr R. Pearson be elected chairman of the council for 2025-26.

Cllr R. Pearson duly signed her declaration of acceptance of office.

## **2/2025 Chairman's welcome**

The chairman welcomed everyone to the meeting.

## **3/2025 Apologies for absence**

**RESOLVED** that apologies and the reason(s) for absence were received and accepted from:

- Cllr G. Cockburn
- Cllr I. Craven
- Cllr C. Hogg
- Cllr T. Fisher
- Cllr E. Pearson
- Cllr T. Richardson
- Cllr I. Thompson

## **4/2025 Declarations of interest**

No declarations were made other than those already declared in members' respective register of interests.

## **5/2025 Election of vice-chairman**

**RESOLVED** that Cllr G. Cockburn be elected vice-chairman of the council for 2025-26 and that he will sign his declaration of acceptance of office as soon as possible but prior to the next full council meeting.

## **6/2025 Public question time and participation**

No matters were raised.

## **7/2025 Police report**

PCSO Pitchford attended the meeting and answered queries from councillors.

**RESOLVED:**

- To add mobile speed camera volunteers to the next full council meeting agenda.
- To write to Sainsbury's (Village branch) asking them to move the alcohol away from the rear entrance area.

- To thank PCSO Pitchford for his attendance.

#### **8/2025 Post Office / Morrison's**

Luke Charters MP remotely attended the meeting to provide an update on the work he has been doing to maintain a post office service in Haxby.

**RESOLVED** to thank Luke Charters MP for his attendance.

#### **9/2025 Football fees - request**

**RESOLVED** that:

- The request to waive the football fees (at Ethel Ward) for 2023-24 (£500 per club) and 2024-25 (£1,000 per club) be declined.
- That there be no increase in the football fees for 2025-26, i.e. to remain at £1,000 per club.
- A review to be held in due course regarding the football fees for 2026-27.

#### **10/2025 Grant application**

**RESOLVED** that:

- A grant of £150 be awarded to Haxby United Charities (HUC) to assist with the catering and venue hire for a cream tea for elderly residents.
- A full report (including a breakdown of costs) be provided by HUC.

#### **11/2025 Pavilion at Ethel Ward playing field**

The town clerk reported on a site visit held with the Football Foundation on 28 April 2025.

**RESOLVED** that:

- The town clerk's report be received and approved.
- The public consultation is ongoing.
- A public meeting be held on 16 June 2025.

#### **12/2025 Minutes – full council meeting**

**RESOLVED** to approve and accept the minutes of the previous full council meeting held on 14 April 2025.

#### **13/2025 Minutes – committee meetings**

**RESOLVED** to receive the minutes and confirm the recommendations within of the following:

- Planning Committee meeting – 7 April 2025
- Amenities Committee meeting – 7 April 2025
- Events Committee meeting – 14 April 2025
- Finance Committee meeting – 14 April 2025

#### **14/2025 - annual town meeting**

**RESOLVED** to receive the minutes of the annual town meeting held on 28 April 2025.

#### **15/2025 Standing committees**

**RESOLVED** that the respective terms of reference for each committee be adopted.

**RESOLVED** that the membership of the Amenities Committee be as follows:

- Cllr G. Cockburn
- Cllr C. Layfield
- Cllr R. Pearson
- Cllr J. Secker
- Cllr G. Stow

**RESOLVED** that the membership of the Events Committee be as follows:

- Cllr C. Cooper
- Cllr C. Layfield
- Cllr R. Pearson
- Cllr J. Secker

**RESOLVED** that the membership of the Finance Committee be as follows:

- Cllr C. Cooper
- Cllr I. Cuthbertson
- Cllr R. Pearson
- Cllr G. Stow
- Cllr I. Thompson

**RESOLVED** that the membership of the Planning Committee be as follows:

- Cllr I. Craven
- Cllr T. Fisher
- Cllr R. Pearson
- Cllr T. Richardson
- Cllr J. Secker

**RESOLVED** that the membership of the Staffing Committee be as follows:

- Cllr G. Cockburn
- Cllr E. Pearson
- Cllr R. Pearson
- Cllr G. Stow
- Cllr I. Thompson

**RESOLVED** that the membership of the appeals committee be determined by the Staffing Committee.

#### **16/2025 Representation on external bodies**

**RESOLVED** that the representatives on the Haxby and Wigginton Cemetery Committee be as follows:

- Cllr T. Fisher
- Cllr C. Hogg
- Cllr R. Pearson
- Cllr G. Stow

**RESOLVED** that the representative on Haxby and Wigginton Traders Association be Cllr C. Cooper.

**RESOLVED** that the representative on Haxby and Wigginton Youth and Community Association be Cllr I. Craven.

**RESOLVED** that the representatives on the neighbourhood plan steering group be Cllrs I. Craven, T. Fisher and R. Pearson.

**RESOLVED** that the representative on the York Bus Forum be Cllr I. Craven.

**RESOLVED** that the representatives to the Yorkshire Local Councils Association be Cllrs G. Cockburn and R. Pearson.

#### **17/2025 Calendar of council/committee meetings**

**RESOLVED** that the calendar of council/committee meetings for 2025-26 be as follows:

- Full Council – the second working Monday of every month apart from August.
- Planning Committee – the first working Monday of every month.
- Amenities Committee – the first working Monday of every month apart from August.

- Finance Committee – to meet bi-monthly or as/when necessary.
- Events Committee – to meet quarterly or as/when necessary.
- Staffing Committee – to meet quarterly or as/when necessary.

#### **18/2025 Code of conduct**

**RESOLVED** that having been reviewed, the code of conduct be adopted for 2025-26.

#### **19/2025 Standing orders and financial regulations**

**RESOLVED** that having been reviewed, the standing orders and financial regulations be adopted for 2025-26.

#### **20/2025 Complaints procedure**

**RESOLVED** that having been reviewed, the complaints procedure be adopted for 2025-26.

#### **21/2025 Freedom of information publication scheme**

**RESOLVED** that having been reviewed, the freedom of information publication scheme be adopted for 2025-26.

#### **22/2025 General privacy notice**

**RESOLVED** to defer this item.

#### **23/2025 Civility and respect pledge**

**RESOLVED** that:

- The civility and respect pledge be adopted.
- Each councillor will sign the pledge.

#### **24/2025 Corporate risk assessment**

**RESOLVED** that having been reviewed, the corporate risk assessment be adopted for 2025-26.

#### **25/2025 General power of competence**

**RESOLVED** that having met the statutory eligibility criteria, the council adopts the general power of competence, in accordance with section 1, Localism Act 2011.

#### **26/2025 Yorkshire Local Councils Association (YLCA) – annual York branch meeting**

**RESOLVED** to request that the YLCA conduct more evening webinars and remote learning.

#### **27/2025 Society of Local Council Clerks (SLCC) - national conference 2025**

**RESOLVED** that the town clerk be authorised to attend the SLCC national conference in October 2025.

#### **28/2025 Correspondence**

The town clerk reported on correspondence from a resident regarding the noise from military aircraft.

**RESOLVED** that despite the noise, the council accepts that the armed forces have to train, especially so in these uncertain global times.

#### **29/2025 Payments – quarter 4, 2024-25**

**RESOLVED** to reaffirm the payments for the final quarter of 2024-25.

#### **30/2025 Payments – May 2025**

**RESOLVED** that the payments for May 2025 be approved.

**31/2025 Exclusion of public and press**

**RESOLVED** that in view of the confidential nature of the business to be transacted it is in the public interest that the press and public be excluded and that they are instructed to withdraw.

**COUNCIL IN PRIVATE SESSION**

**32/2025 Legal proceedings**

The town clerk provided an update on the legal proceedings.

**RESOLVED** that:

- The claim against the council be defended.
- The advice of Eversheds LLP be taken on this matter and that they be instructed accordingly.

**33/2025 Date of next meeting**

**RESOLVED** that the next meeting of full council will be held on 9 June 2025 at 7.30pm.

The meeting closed at 8.55pm.

**Signed** ..... **Date** .....

**Chairman**