

HAXBY TOWN COUNCIL

The Memorial Hall, The Village, Haxby YO32 3HT

Minutes of a meeting of Haxby Town Council held on Monday 8 September 2025 at 7.30pm in the Oaken Grove Youth and Community Centre, Haxby.

Present: Cllr R. Pearson - Chair
Cllr C. Cooper
Cllr I. Craven (*arrived late*)
Cllr I. Cuthbertson
Cllr T. Fisher
Cllr A. Hollyer
Cllr C. Layfield (*arrived late*)
Cllr E. Pearson
Cllr J. Secker
Cllr G. Stow

Also present: Alan Draper (town clerk).

90/2025 Apologies for absence

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

- Cllr G. Cockburn
- Cllr C. Hogg
- Cllr T. Richardson
- Cllr I. Thompson

91/2025 Chairman's welcome

The chair thanked everyone (especially Cllr G. Stow) who organised the Haxby 10km run.

92/2025 Declarations of interest

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

93/2025 Public question time and participation

No members of the public were present.

94/2025 Minutes – council meetings

RESOLVED to approve and accept the respective minutes of the council meeting held on 14 July 2025 and the extraordinary council meeting held on 4 August 2025.

95/2025 Minutes – committee meetings

RESOLVED to accept the minutes and confirm the recommendations therein of the following committee meetings:

- Planning Committee – 7 July 2025
- Amenities Committee – 7 July 2025
- Planning Committee – 4 August 2025
- Finance Committee – 13 August 2025

96/2025 Grant application – temporary post office

The town clerk / RFO advised the council on its current financial position.

RESOLVED:

- That a grant of £5,000 be awarded to Haxby and Wigginton Youth and Community Association to support a temporary post office at Oaken Grove Community Centre.
- The grant be made in staged payments of £1,000 per month, commencing in October 2025.
- That a review be conducted at the December full council meeting.

Cllr I. Craven arrived at this juncture.

97/2025 Grant applications

- a) Application from Wigginton Recreation Hall for the production of a booklet to celebrate the hall's 90th anniversary**

RESOLVED that:

- The grant application be declined due to budgetary constraints.
- The applicant be advised to contact the City of York ward councillors.

- b) Application from 'The Wednesday Club' for £180 towards the cost of the coach hire for a Christmas day trip for pensioners**

RESOLVED that the grant application for £180 be approved.

Cllr C. Layfield arrived at this juncture.

98/2025 Police report

RESOLVED:

- That Cllr J. Secker will speak on behalf of the council at the meeting with Inspector Plumb at the Wigginton Parish Council meeting on 17 September 2025.
- The primary issue to report to Inspector Plumb is the anti-social behaviour.
- That if members have any particular issues they would like raising with Inspector Plumb they should email Cllr Secker by 15 September 2025.

99/2025 Broadband telecoms (20) poles in West Nooks, Haxby – consultation

RESOLVED to note the consultation from Quickline Communications regarding the installation of 20 poles in West Nooks, Haxby, as part of the government's full fibre broadband roll out.

100/2025 Recording of council meetings policy

RESOLVED that:

- Standing order 26(a) be invoked to suspend standing order 7.
- The town clerk will look into the costs, practicality and compliance of possibly recording full council meetings and putting them on Youtube and will seek advice/guidance accordingly.
- The matter to be deferred to the November full council meeting.
- In the meantime a Dictaphone will be procured and the chairman's introduction at full council meetings will ask if anyone present intends to record the meeting.

101/2025 Planning bill

RESOLVED that:

- Cllrs I. Craven and E. Pearson will speak on behalf of the council at City of York Council's (CYC) meeting on 18 September 2025.
- Cllr A. Hollyer will draft a list of issues/points to raise at the meeting, including transport infrastructure, the parish charter, the ST9 development and CYC's intent to implement changes prior to the planning bill being enacted.

102/2025 Events

RESOLVED that the following events be approved:

- 'World Kindness Day' on 13 November 2025.
- A Yorkshire Day celebration on 1 August 2026 including awarding the freedom of Haxby to deserving members of the community.
- A Haxby Proms event on 21 June 2026.
- An 'Open Garden' event in the spring of 2026.

103/2025 River Foss Society

RESOLVED that the council will join the River Foss Society.

104/2025 Request for letter of support from Haxby Traders Association

RESOLVED that as a letter is not currently needed, authority be given to the town clerk to issue a letter of support to Haxby Traders Association for the next phase(s) of the mayoral High Street Vibrant Fund.

105/2025 Pavilion at Ethel Ward playing field

RESOLVED to defer this item to the October full council meeting, pending the site visit from the Football Foundation 17 September 2025.

106/2025 National Joint Council (NJC) pay award 2025-26

The town clerk reported that the NJC pay award for 2025-26 is 3.2%.

RESOLVED that the town clerk's reported be approved.

107/2025 Internal audit report 2024-25 – non-material recommendations

RESOLVED to accept and approve the Finance Committee's review of the non-material recommendations from the internal audit report for 2024-25, as follows:

- The financial regulations have been updated.
- The council disagrees that Cllr Hogg's absence contravenes section 85 of the Local Government Act 1972 as the reason for his absence has been consistently accepted and approved by the council. This has been verified by the Yorkshire Local Councils Association.
- The chair and vice-chair of the Finance Committee conduct routine checks on the council's accounts and do not authorise any bank payments.
- The council's reserves have been reviewed.
- The clerk's expenses claims are checked/corroborated by the chairman and approved by the council. The clerk checks/corroborates expenses claims by all other members of staff which are in turn approved by the council.
- The council's turnover has not exceeded £300,000 for three consecutive years so the current accounting basis is correct.

108/2025 Internal auditor 2025-26

RESOLVED that:

- CS Audit Services be appointed as the council's internal auditor for 2025-26.
- The scope of internal audit be in accordance with the AGAR and Proper Practises.
- A mid-year (non-statutory) internal audit be conducted in October/November 2025.

109/2025 Payments – August and September 2025

RESOLVED that the payments for August 2025 be reaffirmed and the payments for September 2025 be approved.

110/2025 Payments – quarter 1, 2025-26

RESOLVED to reaffirm the payments for the first quarter of 2025-26.

Cllr C. Layfield left the meeting at this juncture.

111/2025 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

112/2025 Legal proceedings

The town clerk provided an update on the legal proceedings.

RESOLVED that:

- To await the response from Eversheds LLP.
- The claim against the council continue to be defended.
- The advice of Eversheds LLP be taken on this matter and that they be instructed accordingly.

113/2025 Date of next meeting

RESOLVED that the next meeting of full council will be held on Monday 20 October 2025 at 7.30pm.

The meeting closed at 9.20pm.

Signed **Date**

Chairman