

HAXBY TOWN COUNCIL

The Memorial Hall, The Village, Haxby YO32 3HT

Minutes of the second part of the annual meeting of Haxby Town Council held on Thursday 21 May 2026 at 8.30pm in Oaken Grove Youth and Community Centre, Haxby.

Present: Cllr. R. Pearson - Chairman
Cllr C. Cooper
Cllr I. Cuthbertson
Cllr T. Fisher
Cllr C. Layfield
Cllr T. Richardson
Cllr J Secker
Cllr. I. Thompson

Also present: Alan Draper (town clerk) and one member of the public.

15/2026 Chairman's welcome

The chairman welcomed everyone to the meeting.

16/2026 Apologies for absence

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

- Cllr E. Pearson
- Cllr G. Stow

17/2026 Declarations of interest

Cllr T. Richardson declared a pecuniary interest in agenda item 19 (Legal proceedings).

18/2026 Public question time and participation

No matters were raised.

19/2026 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 C. Layfield
- Cllr E. Pearson
- Cllr R. Pearson
- Cllr J. Secker
- Cllr G. Stow

Cllr T. Richardson abstained.

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

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

Cllr T. Richardson abstained.

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

Cllr T. Richardson abstained.

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

Cllr T. Richardson abstained.

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

- Cllr C. Layfield
- 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.

20/2026 Representation on external bodies

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

- Cllr T. Fisher
- Cllr E. Pearson
- Cllr R. Pearson
- Cllr G. Stow

Cllr T. Richardson abstained.

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

Cllr T. Richardson abstained.

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

Cllr T. Richardson abstained.

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

Cllr T. Richardson abstained.

RESOLVED that the representatives to the Yorkshire Local Councils Association be Cllrs R. Pearson and J. Secker.

Cllr T. Richardson abstained.

21/2026 Calendar of council/committee meetings

RESOLVED that the calendar of council/committee meetings for 2026-27 be as follows:

- Full Council – the second working Monday of every month apart from August.
- Planning Committee – the second 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 bi-annually or as/when necessary.

Cllr T. Richardson abstained.

RESOLVED that apart from the Events Committee meetings, all meetings to be held at Oaken Grove Community Centre.

Cllr T. Richardson abstained.

22/2026 Code of conduct

RESOLVED that having been reviewed, the code of conduct be adopted for 2026-27.

Cllr T. Richardson abstained.

23/2026 Standing orders and financial regulations

RESOLVED that having been reviewed, the standing orders and financial regulations be adopted for 2026-27.

Cllr T. Richardson abstained.

24/2026 Complaints procedure

RESOLVED that having been reviewed, the complaints procedure be adopted for 2026-27.

Cllr T. Richardson abstained.

25/2026 Freedom of information publication scheme

RESOLVED that having been reviewed, the freedom of information publication scheme be adopted for 2026-27.

Cllr T. Richardson abstained.

26/2026 General privacy notice

RESOLVED that having been reviewed, the general privacy notice be adopted for 2026-27.

Cllr T. Richardson abstained.

27/2026 Corporate risk assessment

RESOLVED that having been reviewed, the corporate risk assessment be adopted for 2026-27.

Cllr T. Richardson abstained.

28/2026 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.

Cllr T. Richardson abstained.

29/2026 Asset register

RESOLVED that having been reviewed, the asset register be approved.

Cllr T. Richardson abstained.

30/2026 Payments – quarter 4, 2025-26

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

Cllr T. Richardson abstained.

31/2026 Payments – May 2026

RESOLVED that the payments for May 2026 be approved.

Cllr T. Richardson abstained.

32/2026 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

33/2026 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.

34/2026 Date of next meeting

RESOLVED that the next meeting of full council will be held on 8 June 2026.

The meeting closed at 9.10pm.

Signed **Date**

Chairman