

MINUTES of the Extraordinary Meeting of Haxby Town Council held on Wednesday 23 May 2018 in the Memorial Hall, Haxby, at 7.30 pm.

PRESENT

Cllr D Rice (Chairman)	Cllr M Guilford
Cllr M Harrison	Cllr R Cousans
Cllr E Samuel	Cllr D Lee
Cllr M Preston	Cllr N Wyatt
Cllr Richardson	Cllr C Mulholland

1 **APOLOGIES**

Apologies were received from Cllr M Crawford, Cllr D Harkess, Cllr I Craven, Cllr S Newton and M Scott.

2 **DECLARATIONS OF INTEREST**

None were received.

3 **DISCUSS & RESOLVE ACTIONS RELATING TO A SERIES OF EMAILS**

The purpose of the meeting was to resolve the conflict within the Council for the good of the town and the Council. The Chairman read extracts from 'The good councillor's guide' concerning the position and duties of the Chairman and the Clerk with regard to working relationships and respect. He also read out section 3.1 from the 'Code of conduct' relating to Members Obligations.

A detailed discussion took place relating to a series of emails sent resulting from the delivery of political materials alongside the Town Crier to several households in Haxby.

The position of Haxby Town Council as an independent body with no political alignment was restated and confirmed by all.

Concerns, complaints and discussions within Council should be raised via an agenda item for full Council meeting with the required 7 days' notice. If an item is considered to be more urgent than can wait for the next full Council meeting then an extraordinary meeting may be called to discuss the item. The Clerk / Chair may veto an agenda item for illegality or may advise if the item is misguided. An agenda item may be returned to the Councillor raising it for it to be reworded and then added to the agenda of the next appropriate meeting.

There was discussion as to the remit of the complaints procedure. It was noted that the 1st step is to try and resolve the issue amicably face to face. If this is not possible the issue must be included on the agenda of the next full Council meeting.

Outcome:

All present agreed that the conflict arising from this series of emails could have been handled better with the following actions which were proposed and agreed unanimously.

- (i) Relating to delivery of the Town Crier that in future our distributors are instructed that no political pamphlets be delivered at the same time as council information.
- (ii) Greater clarity and in regards the complaints process / procedure for complaints made by Councillors in Standing Orders. Cllr's Guilford and Lee will review standing orders and bring their submission via the agenda of the next full Council meeting.

Recommendations: in addition to the proposal above the following are to be included as agenda items for the next full Council meeting:

- (i) YLCA communications.
- (ii) Request form for submitting an agenda item (electronic or paper).

Meeting closed at 20.58.