

MINUTES of the Annual Meeting of Haxby Town Council held on Monday 9 May 2016 in the Memorial Hall, Haxby, at 7.00 pm.

PRESENT

Cllr M Crawford (Chairman)	Cllr M Preston
Cllr M Harrison	Cllr D Rice
Cllr Richardson	Cllr C Mulholland
Cllr S Newton	Cllr M Guilford
Cllr N Wyatt	Cllr R Cousins
Mr M W Scott (Clerk)	

In addition, PCSO Andy Smith, City of York Councillor Ian Cuthbertson and David Blakemore, a resident of Hunters Close, were also present.

ELECTION OF CHAIRMAN

1. Cllr Crawford was asked if she was willing to stand as Chairman again for the forthcoming year by Councillors, she said she would and was duly proposed, seconded and approved unanimously by the Councillors present.

RESOLVED that Cllr Mary Crawford serve as Chairman for the year.

CHAIRMAN'S ACCEPTANCE OF OFFICE

2. Following acceptance of the position Cllr Crawford signed the 'Declaration of Acceptance of Office' thereby accepting the position of Chairman. She then went on to thank all members of Haxby Town Council and all the staff for the job they do on behalf of the community.

ELECTION OF VICE CHAIRMAN

3. **RESOLVED that Cllr David Rice serve as Vice Chairman for the year.**

APOLOGIES FOR ABSENCE

4. Apologies were received from Cllr D Harkess, Cllr D Lee, Cllr D Hunter and Ward Councillor John Gates. The Clerk also passed a letter to the Chairman from Cllr H Ridge. The letter was Cllr Ridge's formal resignation from Haxby Town Council.

ELECTION OF COMMITTEES

5. Planning Committee
RESOLVED that Cllr M Crawford, Cllr M Harrison, Cllr D Rice, Cllr D Hunter, Cllr Lee, Cllr Harkess and Cllr R Cousins were elected to serve on the Planning Committee.

Amenities Committee

RESOLVED that Cllr M Crawford, Cllr D Rice, Cllr S Newton, Cllr M Preston, Cllr A Richardson, Cllr M Guilford, Cllr N Wyatt, Cllr C Mulholland and Cllr R Cousins were elected to serve on the Amenities Committee.

Cemetery Committee

RESOLVED that Cllr D Rice, Cllr M Harrison, Cllr A Richardson and Cllr N Wyatt were elected to serve on the Cemetery Committee.

Staffing Committee

RESOLVED that Cllr M Harrison, Cllr M Crawford, Cllr C Mulholland, Cllr D Rice and Cllr D Hunter were elected to serve the Staffing Committee

Finance Committee

RESOLVED that Cllr M Crawford, Cllr M Harrison, Cllr D Rice, Cllr Lee, Cllr Harkess and Cllr Guilford were elected to serve on the Finance Committee.

Carnival Committee

RESOLVED that Cllr M Crawford and Cllr M Preston were elected to represent the Council on the Carnival Committee.

Ethel Ward Playing Field Committee

RESOLVED that Cllr M Guilford and Cllr M Preston were elected to represent the Council on the Ethel Ward Playing Field Committee.

ELECTION OF REPRESENTATIVES6. Yorkshire Local Councils Association York Branch

RESOLVED that Cllr M Crawford was elected to represent the Council on the York Branch of the Yorkshire Local Councils Association.

Haxby & Wigginton Youth and Community Association

RESOLVED that due to the way that Haxby & Wigginton Youth and Community Association work there will be no representative appointed this year.

ELECTION OF TRUSTEES7. Haxby United Charities

RESOLVED that Cllr M Crawford, Cllr M Harrison, Cllr D Lee, Cllr D Rice and Cllr M Guilford were elected as trustees for Haxby United Charities

ELECTION OF COUNCILLORS TO CARRY OUT MONTHLY CASH CHECKS

8. **RESOLVED** that Cllr D Rice, Cllr M Harrison and Cllr N Wyatt were elected as Councillors who will carry out cash checks. Each month, 2 of the 3 Councillors elected, will carry out the cash check.

MINUTES OF FULL COUNCIL MEETING HELD ON 11 APRIL 2016

9. **RESOLVED that the minutes of the meeting held on 11 April 2016 be confirmed as a true and accurate record and signed by the Chairman.**

DECLARATIONS OF INTEREST

10. None.

POLICE REPORT FOR MONTH OF APRIL 2016

11. PSCO Andy Smith gave the Councillors a verbal report about ongoing incidents in the village, most of these related to Anti-Social behaviour at the play areas of Ethel Ward and Mancroft. Youths have been gathering in large numbers and have been causing issues with noise emanating from their motor scooters. In addition large quantities of litter were also being strewn about the areas causing them to look messy. PSCO Smith explained that since the 30th March the police had received 3 calls from residents about Mancroft (2 relating to motor scooters) and 6 from residents in respect of Ethel Ward. PSCO Smith added that Ethel Ward was by far the worst area with youths also being seen on the roof of the pavilion. PSCO Smith said that he had spoken to the youths at Mancroft about the issues and that since then there had been no repeat of the problems. He added that in the future the police would not produce a monthly report for the Council detailing all crimes but would instead send details to the Clerk each week about any areas of growing concern. He ended by saying that crime in the village was very low and that problems previously seen at Ryedale Shopping Centre concerning youths had subsided.

CASH CHECK

12. Two Councillors had carried out a Financial/Cash Check on 3 May 2016 checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

PRESENTATION OF THE YEAR ENDING 31 MARCH 2016 ACCOUNTS FOR APPROVAL

13. **RESOLVED that the year ending accounts as at 31 March 2016 be approved and signed by the Chairman**

SIGNING OF THE ANNUAL RETURN FOR 2015-2016 BY CHAIRMAN AND RESPONSIBLE FINANCE OFFICER

14. **RESOLVED that the annual return for 2015-2016 be signed by the Chairman and Responsible Finance Officer.**

FINANCIAL STATEMENT – 30 APRIL 2016

15.

Details		Amount
<u>Receipts to 30th April 2016</u>		
T Robert Hardy Nursery Rent		302.33
Haxby Netball - Court Rental		200.00
Fair		600.00
Carnival		45.00
		<hr/>
		1147.33
		<hr/>
<u>Payments Made to 30th April 2016</u>		
All Design & Print	106400	400.00
York Window Cleaning Service	106401	59.25
HWYCA	106402	10000.00
Haxby Helpers	106403	500.00
Haxby & Wigginton Over 60's	106404	150.00
Flying Ducks Youth Theatre	106405	250.00
EcoSapien	106406	356.77
Haxby Memorial Hall Trust	106407	5000.00
Park Lane Playgrounds	106408	918.00
Signs Express	106409	108.00
Haxby Memorial Hall Trust	106410	27.86
Haxby Memorial Hall Trust	106411	57.60
Haxby Memorial Hall Trust	106412	954.00
HMRC	DP	1252.28
Npower	DD	51.00
North Yorkshire Pension Fund	DP	1440.52
Jennifer Bell	DP	1123.89
Steve Gray	DP	1118.71
Mark Scott	DP	1489.05
Talk Talk	DD	20.31
		<hr/>
		25277.24
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Balance as at 31st March 2016	106756.83
Receipts	1147.33
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	107904.16
Payments	25277.24
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Balance carried forward	<u>82626.92</u>

RESOLVED that the financial statement as at 30 April 2016 which detailed payments totalling £25277.24 inclusive of VAT be approved.

SECTION 137 PAYMENTS

16. The Chairman read out letters of thanks from Haxby Memorial Hall Trust, Oaken Grove Community Centre and Haxby Helpers, thanking the Councillors for the grants awarded to them by Haxby Town Council.

HAXBY TOWN COUNCIL ON FACEBOOK

17. **RESOLVED that Haxby Town Council will set up a Facebook Account and that Cllr Harrison and the Clerk will meet in order decide how the account will look and operate.**

CITIZEN ADVICE SESSIONS IN HAXBY

18. The Clerk explained that due to the CAB missing a session last December which the Council subsequently paid for it had been agreed that they are to hold an extra session in June promoting savings on energy bills.

RISK ASSESSMENTS

19. Prior to the meeting Cllr Wyatt had circulated amongst Councillors copies of new Risk Assessments he had been working on as well as details relating to whether Haxby Town Council should have a Health & Safety Policy. He then explained these to Councillors. The Chairman then asked Councillors to consider these drafts over the next month so that the matter could be discussed further at the June meeting.

THE TERM "TO RECEIVE" ON AGENDAS

20. Cllr Wyatt asked that when the term "To receive" appears on an agenda item that the matter is able to be discussed with the Chairman's agreement. Councillors were of the opinion that the existing Standing Orders already offer sufficient leeway on this matter and that no further changes were required.

HAXBY TOWN CRIER

21. In light of new information received about the cost of printing and delivery of the Town Crier the issue was once again discussed however prior to this Cllr Guilford proposed and it was **RESOLVED to set aside the normal six month embargo on discussing the same topic.**

The Clerk then explained an offer from the existing printer of the Town Crier who had quoted that he could both print and deliver the Town Crier at a cost of £450 per issue. The Chairman explained that by sticking to the same printer it gave her more flexibility with the timing of editing each issue.

RESOLVED to use All Design and Print to print and deliver the Haxby Town Crier at a cost of £450 per issue subject to delivery being satisfactory.

HAXBY & WIGGINTON NEIGHBOURHOOD PLAN.

22. Cllr Mulholland gave a brief outline as to how things were going with the production of a Neighbourhood Plan for Haxby and Wigginton. She explained that the latest meeting had been the best attended so far and that the key issue at present was defining the borders for the proposed plan.

RURAL ACTION YORKSHIRE

23. **RESOLVED to renew the annual subscription to Rural Action Yorkshire at a cost of £35.**

OPEN SPACE SOCIETY

24. **RESOLVED to subscribe to the Open Space Society at a cost of £45.**

WHITE ROSE UPDATE

25. The White Rose update for April 2016 was received.

QUEEN'S 90th BIRTHDAY

26. The Chairman explained about a Family Picnic she was organising in honour of Her Majesty the Queen's 90th birthday. She explained that she is organising the event in association with Haxby and Wigginton Youth and Community Association and St Mary's Church. She explained that the event is to take place on Saturday 11 June 2016 at Oaken Grove Community Centre and will start at 4pm. She ended by saying that if anyone wished to help they would be most welcome.

ANNUAL TOWN MEETING

27. The Councillors were reminded that the Annual Town Meeting will take place at 7pm on Tuesday 31 May 2016 in the Memorial Hall, Haxby

CARNIVAL COMMITTEE

28. The minutes of the meeting held on 20 April 2016 were received.

AMENITIES COMMITTEE

29. The minutes of the meeting held on 25 April 2016 were received.

CEMETERY COMMITTEE

30. The minutes of the meeting held on 26 April 2016 were received.

PLANNING COMMITTEE

31. The minutes of the meeting held on 3 May 2016 were received.

The meeting closed at 8.55pm

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Chairman

(These Minutes are displayed 'unsigned' and are subject to correction at the next Council meeting.)