

MINUTES of the Meeting of Haxby Town Council held on Monday 11 July 2016 in the Memorial Hall, Haxby, at 7.30 pm.

<u>PRESENT</u>	Cllr M Crawford (Chairman)	Cllr C Mulholland
	Cllr M Guilford	Cllr M Harrison
	Cllr D Harkess	Cllr R Cousans
	Cllr S Newton	Cllr N Wyatt
	Cllr T Richardson	Cllr M Preston
	Cllr D Rice	Cllr D Hunter
	Mr M W Scott (Clerk)	

Also present was Ward Councillor Ian Cuthbertson in addition to Alex Sutcliffe and Carl Pearson both from the Major Incident Response Team.

Before the meeting started, Alex Sutcliffe explained the role of the Major Incident Response Team and how they performed during the recent gas explosion on Springwood. Alex explained that she controls a team of 21 volunteers who help people cope with crisis.

APOLOGIES FOR ABSENCE

1. Apologies were received from Cllr D Lee.

DECLARATIONS OF INTEREST

2. Cllr Richardson declared an interest in items 12 and 13 on the agenda.
RESOLVED to allow Cllr Richardson to discuss these two items.

MINUTES OF FULL COUNCIL MEETING HELD ON 6 JUNE 2016

3. **RESOLVED that the minutes of the meeting held on 6 June 2016 be confirmed as a true and accurate record and signed by the Chairman.**

POLICE WARD REPORT FOR JUNE 2016

4. PCSO Andy Smith unfortunately couldn't attend the meeting and no police report had been provided prior to the meeting.

NORTH YORKSHIRE COMMUNITY MESSAGING SERVICE

5. Prior to the meeting details of North Yorkshire Police's Community Messaging Service has been sent to Councillors. This included details of how to register and the Clerk explained that he had registered the Council Office for the free service.

CASH CHECK

6. Two Councillors had carried out a Financial Cash Check on 4 July 2016, checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

FINANCIAL STATEMENT – 30 JUNE 2016

7.

Financial Statement for Haxby Town Council for June 2016

Details	Amount
<u>Receipts to 30th June 2016</u>	
T Robert Hardy Nursery Rent	307.72
City of York Council - Ward Grant	6000.00
Interest - Barclays	9.87
Carnival	665.00
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	<u>6982.59</u>

Payments Made to 30th June 2016

Browns Nurseries	106429	358.20
Mary Crawford	106430	42.41
Park Lane Playgrounds	106431	420.00
York Window Cleaning Service	106432	59.25
Petty Cash	106433	11.20
VAT on Insurance Claim	106434	127.50
Green Thumb	106435	414.50
BT	DD	213.82
Barclaycard	DD	145.85
HMRC	DP	1224.49
Npower	DD	51.00
North Yorkshire Pension Fund	DP	1445.07
Jennifer Bell	DP	1149.74
Steve Gray	DP	1175.14
Mark Scott	DP	1537.25
Talk Talk	DD	20.31
Yorkshire Water	DD	67.01

11 July 2016

	<u>8462.74</u>
Balance as at 31st May 2016	130605.04
Receipts	<u>6982.59</u>
	137587.63
Payments	<u>8462.74</u>
Balance carried forward	<u>129124.89</u>

RESOLVED that the financial statement as at 30 June 2016 which detailed payments totalling £8462.74 inclusive of VAT be approved.

BUDGET TO ACTUAL FIGURES FOR QUARTER ENDING 30 JUNE 2016

8. The budget to actual figures for the quarter ending 30 June 2016 were received.

REVIEW OF RISK ASSESSMENTS

9. Cllr Wyatt gave an update on the review of Haxby Town Council's Risk Assessments and explained that he had completed 3 of the 4 assessments and hoped to have the fourth finished shortly. He also asked for Councillors to consider whether the Council should have a Safety Policy explaining that by the law the Council is not obliged to have one as it has less than 5 staff. He then provided the Councillors with a draft of a Safety Policy set out on an A4 sheet. **RESOLVED that the Council should have a Safety Policy and the draft presented by Councillor Wyatt was to be adopted.**

HAXBY & WIGGINTON NEIGHBOURHOOD PLAN

10. Cllr Mulholland gave a brief report on the activities of the Haxby and Wigginton Neighbourhood Plan group stating that sub-groups were meeting regularly and that the next meeting of the whole group was scheduled to take place on 25 July 2016.

USE OF COUNCIL OFFICE FOR NEIGHBOURHOOD PLAN MEETINGS

11. Cllr Crawford raised the idea of allowing the Haxby & Wigginton Neighbourhood Plan sub-groups to use the Council Office as a venue for their meetings and thereby reduce costs. **RESOLVED to allow the Neighbourhood Plan sub-groups to use the Council Office for their meetings providing a Councillor is present and that the meetings are arranged in advance with the Clerk.**

YORK LOCAL PLAN

12. Cllr Harrison gave a brief explanation of the latest draft of the City of York's Local Plan. He explained that the concept of 'Safeguarded Land' was no longer in the plan and that a green strip of land had now been included in the Plan to the North of Haxby thereby forming a buffer between existing houses and the proposed new housing. He also explained that the proposed sites at Greystones Court and Haxby Hall were also no longer in the Plan but that a new site along Towthorpe Road was now included. Cllr Harrison suggested that Haxby Town Council should re-formulate the Local Plan working group to consider how the Town Council should respond to the latest draft.

RESOLVED to re-form a Local Plan Working Group to formulate Haxby Town Council's response.

RESOLVED that the working group shall be made up of Councillors Crawford, Rice, Harrison, Guilford, Mulholland, Harkess and Richardson.

MAJOR INCIDENT RESPONSE TEAM

13. The Council discussed the presentation they had received before the meeting from Alex Sutcliffe during which Alex had provided the Council with a list of recommended amendments to the Emergency Plan which Haxby Town Council had recently drafted. It was agreed that Cllr Crawford and the Clerk should liaise and make the necessary amendments to the draft Emergency Plan and report back to the Council with the finished document.

CCTV ON ETHEL WARD PLAYING FIELD

14. Cllr Cousans raised the topic of the increasing number of incidents within the village where damage has occurred to Council property recently and suggested the idea of having CCTV cameras installed on Ethel Ward Playing Field. The Council took the decision to invite the local PCSO to the next meeting of the Council's Amenities Committee which was scheduled to take place on Monday 18 July 2016 so that the matter could be discussed further.

FA GRANT APPLICATION

15. Cllr Preston gave an update in respect of the grant application to the FA in respect of improving the football pitches and the pavilion changing rooms. He explained that he couldn't get confirmation from the FA that the grant application wouldn't be effected if work started on the football pitches prior to the grant being finalised. This being the case, work on the pitches would now have to be delay until 2017. He explained that work on the changing rooms could and would start as soon as the grant is approved.

ANNUAL PUBLIC MEETING OF HAXBY & WIGGINTON WARD

16. Councillors were advised that the annual public ward meeting will take place at Headlands Primary School on Wednesday 13 July 2016 starting at 6.30pm.

HAXBY CARNIVAL

17. The Carnival which had taken place on Saturday 9 July 2016 was discussed. Cllr Preston, Chairman of the Carnival Committee, explained that the carnival had gone ahead as planned despite grave concerns as to the weather forecast for the day. All agreed that the Carnival had been a success despite the weather. Thanks were expressed to Jenny Bell, Steve Gray and Mark Scott for their work on the day. Points to note for next year were that the bus company needs notifying about the Carnival parade and that more bunting is required.

FREEDOM OF HAXBY REQUEST

18. Cllr Crawford read out a letter from a member of the public recommending a gentleman to be awarded the 'Freedom of Haxby'.
RESOLVED that no awards are to be made this year and the Clerk is to write to the proposer advising as such.

HAXBY MEMORIAL HALL TRUST LETTER

19. The Chairman read out a letter from the Haxby Memorial Trustees which thanked the Council for the flowers which made the Memorial Hall and the whole village look beautiful.

WHITE ROSE UPDATE

20. The latest issue of the White Rose Update was received.

YLCA TRAINING COURSES

21. A list of YLCA training courses was distributed to Councillors. Any Councillor wanting to go on any of the course should arrange this through the Clerk.

AMENITIES COMMITTEE

22. The minutes of the meeting held on 20 June 2016 were received.

CARNIVAL COMMITTEE

23. The minutes of the meeting held on 19 May 2016 and 16 June 2016 were received.

PLANNING COMMITTEE

24. The minutes of the meeting held on 4 July 2016 were received.

MATTERS FOR INCLUSION ON NEXT AGENDA

25. None.

The meeting closed at 9.30pm

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Chairman

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