

MINUTES of the Meeting of Haxby Town Council held on Monday 12 September 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 Rice | Cllr R Cousans |
| | Cllr S Newton | Cllr N Wyatt |
| | Cllr I Craven | Mr M W Scott (Clerk) |

Also present was Haxby & Wigginton Ward Councillor Ian Cuthbertson.

Before the meeting started Ian Craven signed a 'Declaration of Acceptance of Office' form thereby accepting a position of Councillor on Haxby Town Council.

APOLOGIES FOR ABSENCE

1. Apologies were received from Cllr D Lee, Cllr D Harkess, Cllr T Richardson & Cllr M Preston.

DECLARATIONS OF INTEREST

2. None.

MINUTES OF FULL COUNCIL MEETING HELD ON 8 AUGUST 2016

3. **RESOLVED that the minutes of the meeting held on 8 August 2016 be confirmed as a true and accurate record and signed by the Chairman.**

POLICE WARD REPORT FOR AUGUST 2016

4. PCSO Andy Smith unfortunately couldn't attend the meeting however the Clerk did explain that a report had been received and that it had been distributed to all Councillors prior to the meeting. Councillors decided that the detail in the report will be included in the Town Crier.

CASH CHECK

5. Two Councillors had carried out a Financial Cash Check on 9 September 2016, checking cash held, transfers between bank accounts and online direct payments. They explained that an error had been found with the recording of bank interest received but that this had been corrected by the Clerk. Everything else had been found to be in order

FINANCIAL STATEMENT – 31 AUGUST 2016

6. Financial Statement for Haxby Town Council for

August 2016

| Details | Amount |
|-----------------------------------|---------|
| <u>Receipts to 31 August 2016</u> | |
| T Robert Hardy Nursery Rent | 384.65 |
| Haxby Netball | 500.00 |
| Allotment Rent | 50.00 |
| VAT Refund | 776.50 |
| Photocopying | 29.26 |
| | 1740.41 |

Payments Made to 31 August 2016

| | | |
|------------------------------|--------|---------|
| Vitax Limited | 106469 | 41.15 |
| Dean Landscapes | 106470 | 1016.16 |
| York Window Cleaning Service | 106471 | 59.25 |
| YLCA | 106472 | 45.00 |
| Complete Office Solutions | 106473 | 237.26 |
| Complete Office Solutions | 106474 | 90.43 |
| Park Lane Playgrounds | 106475 | 84.00 |
| Signs Express | 106476 | 58.80 |
| Barclaycard | DD | 159.68 |
| Npower | DD | 196.00 |
| HMRC | DP | 1253.70 |
| North Yorkshire Pension Fund | DP | 1459.36 |
| Jennifer Bell | DP | 1132.88 |
| Steve Gray | DP | 1137.50 |
| Mark Scott | DP | 1502.90 |
| Talk Talk | DD | 20.31 |
| | | 8494.38 |

| | |
|----------------------------|-----------|
| Balance as at 31 July 2016 | 112253.83 |
| Receipts | 1740.41 |
| | 113994.24 |
| Payments | 8494.38 |
| Balance carried forward | 105499.86 |

RESOLVED that the financial statement as at 31 August 2016 which detailed payments totalling £8494.38 inclusive of VAT be approved.

At this stage the meeting was suspended to allow Cllr Ian Cuthbertson to address the Council concerning the ongoing parking problems in Haxby. He made suggestions that businesses within Haxby should be sent a letter encouraging their staff to park in the newly refurbished Ethel Ward Car Park and also that the Council should consider some areas of the village green to be de-classified so that parking restrictions can be implemented.

The Chairman then lifted the suspension and the meeting continued.

CONDUCT OF BUSINESS

7. The Chairman explained that all business of the Council should be conducted through the agenda and within meetings with proposals submitted through the Clerk 10 working days prior to the date of the meeting. (Standing Order 4.1)

RULES FOR COUNCILLORS

8. 'Rules for Councillors' as detailed in The Good Councillor's Guide (pages 22-24) had been distributed to Councillors before the meeting and were available in hard copy at the meeting. The Chairman reiterated that these rules and those detailed in Standing Orders must be followed.

MEMBERS OF THE PUBLIC – TIME LIMITS ON SPEAKING

9. **RESOLVED that Chairman can impose a time limit of 3 minutes on members of the public speaking. This can be longer at the Chairman's discretion. Also, each member of the public will be allowed to speak once providing they add to the subject and don't simply repeat what has previously been said by others.**

MEMBERS OF THE PUBLIC – THE RIGHT TO SPEAK AT MEETINGS

10. **RESOLVED that no changes will take place regarding the topics on which members of the public are allowed to speak. This means that members of the public may only speak on items which are included in the agenda. They did however agree that an agenda item will be included in future agendas giving Ward Councillors the right to address the Council should they so wish.**

RISK ASSESSMENTS

11. Cllr Wyatt reported that all risk assessments will have been completed by December and at that stage they will be presented to the Council for discussion and ratification. Cllr Rice thanked Cllr Wyatt for his work so far.

HAXBY & WIGGINTON NEIGHBOURHOOD PLAN

12. Cllr Mulholland gave a brief report on the activities of the Haxby and Wigginton Neighbourhood Plan group. Recently these had been centred on the group's response to the City of York's Local Plan. The Chairman congratulated Cllr Mulholland on the response.

CITY OF YORK'S LOCAL PLAN

13. Cllr Guilford explained that Haxby Town Council's response to the City of York's Local Plan had been submitted. The Clerk was asked to send a copy of the response to all Councillors.

CO-OPTION

14. It was agreed that as the Council can now co-opt a new Councillor, the Clerk is to put out details of the vacancy on Twitter and Facebook.

MEMORIAL HALL – HISTORY SOCIETY LETTER

15. The Chairman explained to the Council that a meeting had taken place with representatives of the Memorial Hall regarding letters received from the Haxby & Wigginton History Society. She explained that the Memorial Hall and the History Society had now reached agreement on the removal of the cabinets in question. It was agreed that the Clerk should write to the History Society stating that the Council is delighted that agreement has been reached.

MEMORIAL HALL REDEVELOPMENT PLANS

16. Cllr Guilford reported on a meeting which he and the Clerk had attended concerning the redevelopment of the Memorial Hall which will also incorporate Haxby library.
RESOLVED that Cllr Crawford and Cllr Guilford and to conduct informal talks with representatives of Oaken Grove Community Centre about its future after redevelopment of the Memorial Hall.

EMERGENCY PLAN

17. The Chairman explained that she and the Clerk had not as yet met to update the Emergency Plan.

WHITE ROSE UPDATE

18. The Clerk explained that no White Rose Update had been received.

AMENITIES COMMITTEE

19. The minutes of the meeting held on 15 August 2016 were received.

STAFFING COMMITTEE

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

PLANNING COMMITTEE

21. The minutes of the meeting held on 5 September 2016 were received.

The meeting closed at 9.00pm

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Chairman

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