

MINUTES of the Meeting of Haxby Town Council held on Monday 9 November 2015 in the Memorial Hall, Haxby, at 7.30 pm.

<u>PRESENT</u>	Cllr M Crawford (Chairman)	Cllr M Preston
	Cllr M Guilford	Cllr D Harkess
	Cllr M Harrison	Cllr D Rice
	Cllr G Cockburn	Cllr N Wyatt
	Cllr D Hunter	Cllr S Newton
	Cllr R Cousins	Mrs J Bell (Deputy Clerk)

Also in attendance was PCSO M Hannon and Police Colleague.

APOLOGIES FOR ABSENCE

1. Apologies were received from Cllr H Ridge, Cllr T Richardson and Cllr D Lee .

DECLARATIONS OF INTEREST

2. None.

MINUTES OF FULL COUNCIL MEETING HELD ON 12 OCTOBER 2015

3. **RESOLVED that the minutes of the meeting held on 12 October 2015 were confirmed as a true and accurate record and signed by the Chairman.**

POLICE WARD REPORT FOR OCTOBER 2015

4. The police ward report had been distributed to Councillors prior to the meeting and was received by the Council. The report gave details of 17 crimes that had been recorded in October 2015. These included 2 Burglaries, 5 Thefts, 4 Violence, 2 Stolen Motor Vehicles, 1 Damage, 2 other and 1 Fraud. The meeting was closed to allow PCSO Hannon to speak about the crime figures and policing the area. He also explained that it was not practical to list the location of every report of anti-social behaviour across the Ward. The meeting was then opened and PCSO Hannon and his Police Colleague left the meeting.

CASH CHECK

5. Two Councillors had carried out a Financial Cash Check on 2 November 2015 checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

FINANCIAL STATEMENT – 31 OCTOBER 2015

6.

Financial Statement for Haxby Town Council for
October 2015

Details		Amount
<u>Receipts to 31st October 2015</u>		
T Robert Hardy Nursery Rent		286.16
Photocopying		15.20
VAT Refund 1.4.15 – 30.9.15		7941.14
Netball Court Rental		200.00
Wayleave		1.96
Cemetery Committee Admin Charges		506.00
		<hr/>
		8950.46
<u>Payments Made to 31st October 2015</u>		
Complete Office Solutions	106313	50.21
St Mary's Church	106314	1000.00
Park Lane Services	106315	240.00
Park Lane Services	106316	4140.00
Haxby Memorial Hall	106317	22.32
Petty Cash	106318	32.40
York & District CAB	106319	1365.00
Dean Landscapes	106320	1059.67
All Design & Print	106321	400.00
Aldby Field	106322	51.60
York Window Cleaning Service	106323	59.25
Hags-SMP	106324	120.00
World Home and Garden	106325	775.00
Sports Turf Services	106326	511.27
Annette Jackson	106327	80.00
Anita Thompson	106328	180.00
Geoff Newbold	106329	110.00
Complete Office Solutions	106330	48.95
Haxby Memorial Hall	106331	27.06
Haxby Memorial Hall	106332	933.00
Haxby Memorial Hall	106333	975.00
Barclaycard	DD	143.94
HMRC	DP	1252.49
NPower	DD	51.00
North Yorkshire Pension Fund	DP	1445.40

Jennifer Bell	DP	1092.05
Steve Gray	DP	1111.31
Mark Scott	DP	1491.84
Talk Talk	DD	20.31

18789.07

Balance as at 30th September 2015	136447.69
Receipts	8950.46
	<hr/> 145398.15
Payments	18789.07
Balance carried forward	<hr/> 126609.08

RESOLVED that the financial statement as at 31st October 2015 which detailed payments totalling £18789.07 inclusive of VAT be approved.

UPDATE ON PRODUCTION OF HAXBY AND WIGGINTON NEIGHBOURHOOD PLAN

7. The Chairman invited all Councillors to a meeting of the steering group which would be taking place on 11 November 2015 at 7.30pm in the Council Office. A questionnaire which was included on the front cover of the Autumn edition of the Town Crier had been delivered to all Haxby residents and replies were being received. A total of 132 responses had been received so far which included 59 from the Town Crier, 16 Emails and 57 from the website. All replies received were in favour of a Neighbourhood plan for Haxby and more responses were expected. It was clear that creating a Neighbourhood Plan would require funding and was likely to be 2 years in gestation. There would be more to report after the meeting of the steering group had taken place.

NATIONAL ASSOCIATION OF LOCAL COUNCILS- PUBLIC CONTRACTS REGULATIONS 2015

8. A copy of the legal briefing L05-15 July 2015 produced by the National Association of Local Councils regarding Public Contract Regulations 2015 – impact on the standing orders and financial regulations adopted by councils was distributed to Councillors prior to the meeting. The 2015 Regulations impose detailed statutory obligations on councils when procuring and awarding certain types of contracts which were detailed in the document. The present tender limit set by this Council and stated within Standing Orders was £50,000. **RESOLVED to review Standing Orders for this Council at the next meeting and to accept the recommendation from the National Association of Local Councils that the standing orders are altered to show a tender limit of £25,000 with refer to the requirements of the 2015 Regulations.**

HAXBY & WIGGINTON YOUTH & COMMUNITY ASSOCIATION

9. Councillor Guilford reported on a meeting he had attended on 4 November 2015 at the Community Centre where Martin Crosby, Chairman of the Community Association gave a power point presentation of the Oaken Grove Business Plan. A copy of the Business Plan had been distributed to Councillors prior to the meeting.

GROUNDSMAN SALARY EFFECTIVE FROM 1 APRIL 2016

10. The Chairman reported that an increase in the Groundsman salary for the year commencing 1 April 2016 should be considered. It was agreed that this would be discussed at the next Staffing Committee meeting and the recommendation would be brought back to the next Full Council meeting for consideration.

COUNCIL OFFICE RENT INCREASE

11. A letter from the Memorial Hall Trust had been distributed to Councillors prior to the meeting. The letter stated that the rent for the year commencing 1 April 2016 would increase by 1.225% from £954 to £966 per quarter. The letter explained that the rate of increase reflected the RPI for the year ending 30 September 2015. This was received.

HAXBY CARNIVAL 2016

12. The Chairman of the Carnival Committee spoke about the carnival and the costs involved. Funding originally came from a Carnival Committee who had their own funds. Several years ago Haxby Town Council agreed to take over the organisation of the carnival and the funds and since then there has always been a running total kept to enable the Council to see carnival costs more clearly. A discussion took place about this way of accounting for carnival costs and whether the Council should continue to organise and financially support the running of a carnival.

RESOLVED to keep a running total of carnival funds separately, to hold the 2016 Carnival, to invite the Haxby and Wigginton Youth and Community Association to run additional activities either side of the carnival and to invite members of the Association on to the Carnival Committee.

CARNIVAL COMMITTEE REQUEST FOR FUNDING

13. **RESOLVED to award the Carnival Committee £1500 for the purpose of staging the 2016 Haxby Carnival.**

NEW CHRISTMAS TREE LIGHTS AND DATES FOR ILLUMINATING THE TREE

14. The Chairman reported that the new lights had been put on the blue fir tree on the Village Green. Due to the ground being soft it was necessary to hire

ply-boards in addition to the cherry picker from Wm Birch Ltd. The full cost of hiring the equipment was approximately £660 and the invoice was awaited. This cost was a lot more than expected and it was agreed that the Clerk should query the amount and report the full cost to the Council at the next Full Council meeting. The dates for lighting the tree were discussed.

RESOLVED to illuminate the Blue Fir tree on the Village Green from Tuesday 1 December 2015 until Wednesday 6 January 2016.

WYRE POND

15. **RESOLVED to accept the recommendation from the Amenities Committee to approve the quotation from Westfield Fencing for £18000 (including concrete barrier). This being subject to larch wood being used and for the contract to be worded in line with Haxby Town Council's template for contracts and with guarantees from Westfield Fencing.**

SUGGESTION FROM A RESIDENT FOR AN OUTDOOR WAR MEMORIAL

16. A letter had been received from a resident living in York who is a member of Haxby History Group asking the Council to consider erecting an outdoor war memorial in a suitable location in the village. This was discussed at length. The Chairman reported that this Council had no direct power to fund new War Memorials.

COST OF PRINTING AND DISTRIBUTING THE TOWN CRIER

17. The Chairman spoke about the current cost of printing and distributing the Town Crier on a quarterly basis. The Vice Chairman had contacted the Local Link who had quoted a lower price for printing and delivering. After discussion it was:
RESOLVED to discuss printing costs with the present supplier, clarify printing and delivery costs with the Local Link and discuss this further at the next Full Council meeting.

LETTER OF THANKS FROM FLYING DUCKS YOUTH THEATRE

18. A letter of warm thanks had been received from the Flying Ducks Youth Theatre for considering and granting the Section 137 Donation and also for the donation from the profits from the tombola at the Haxby Carnival.

THANKS FROM JENNY GIBBONS ON BEHALF OF HAXBY HELPERS FOR FREEDOM OF WARDS EVENING

19. A letter of warm thanks had been received from the Flying Ducks Youth Theatre for considering and granting the Section 137 Donation and also for the donation from the profits from the tombola at the Haxby Carnival.

AMENITIES COMMITTEE

20. The minutes of the meetings held on 19 October 2015 were received.

CEMETERY COMMITTEE MEETING

21. The minutes of the meeting held on 29 October 2015 were received.

PLANNING COMMITTEE

22. The minutes of the meetings held on 2 November were received.

CARNIVAL COMMITTEE MEETING

23. The minutes of the meeting held on 3 November 2015 were received.

MATTERS FOR INCLUSION ON NEXT AGENDA

24. No matters were put forward for inclusion on next month's agenda.

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.)