

MINUTES of the Annual Meeting of Haxby Town Council held on Monday 12 May 2014 in the Memorial Hall, Haxby, at 7.00 pm.

<u>PRESENT</u>	Cllr D Rice (Chairman)	Cllr M Harrison
	Cllr M Guilford	Cllr D Lee
	Cllr S Newton	Cllr Cockburn
	Cllr N Wyatt	Cllr D Hunter
	Cllr Richardson	Cllr H Ridge
	Mr M W Scott (Clerk)	

In addition, member of the public Mrs Noreen Bartram was in attendance.

Before the meeting started, Mrs Bartram addressed the Councillors in respect of the item on the agenda relating to a grant application from St Mary's Church, Haxby. Mrs Bartram explained the application in more detail, in order to aid the Councillors to arrive at their decision.

ELECTION OF CHAIRMAN

1. Last year's Chairman, Cllr Mary Crawford, was absent from the meeting as she was representing the Council at the formal welcome of the new Rector of Haxby and Wigginton. The previous Vice-Chairman thereby initially took the Chair in her absence in order to commence proceedings. The Clerk read out a statement from Cllr Crawford which said that she would be pleased to retain the position of Chairman for a further 12 months.

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

CHAIRMAN'S ACCEPTANCE OF OFFICE

2. Cllr Crawford was absent from the meeting and so the Clerk was instructed to arrange for the signing of the 'Declaration of Acceptance of Office' as soon as was possible.

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 M Preston, Cllr R Cousans, Cllr M Crawford & Cllr D Harkess

ELECTION OF COMMITTEES

5. Planning Committee
RESOLVED that Cllr M Crawford, Cllr M Harrison, Cllr H Ridge,

Cllr D Rice, Cllr D Hunter, Cllr Lee, Cllr Harkess and Cllr R Cousans 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 D Rice, Cllr M Guilford, Cllr N Wyatt, and Cllr G Cockburn be elected to serve on the Amenities Committee

Joint Burial Committee

RESOLVED that Cllr D Rice, Cllr H Ridge, Cllr M Harrison and Cllr N Wyatt were elected to serve on the Joint Burial Committee

Staffing Committee

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

Carnival Committee

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

ELECTION OF REPRESENTATIVES

6. Yorkshire Local Councils Association York Branch
RESOLVED that Cllr M Crawford and Cllr D Rice were elected to represent the Council on the York Branch of the Yorkshire Local Councils Association

Haxby & Wigginton Youth and Community Association

RESOLVED that Cllr H Ridge and Cllr G Cockburn were elected to represent the Council on the Haxby & Wigginton Youth and Community Association

ELECTION OF TRUSTEES

7. 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.**

COUNCIL MEETINGS FOR THE YEAR AHEAD

9. The Clerk stated that a list of meeting dates for the Full Council, the Planning Committee and the Amenities Committee for the year ahead had recently been distributed amongst Councillors but that he would circulate it again. He also explained that all dates were on the Haxby Town Council website.

MINUTES OF FULL COUNCIL MEETING HELD ON 14 APRIL 2014

10. **RESOLVED that the minutes of the meeting held on 14 April 2014 be confirmed as a true and accurate record and signed by the Chairman.**

MINUTES OF EXTRAORDINARY MEETING HELD ON 28 APRIL 2014

11. **RESOLVED that the minutes of the meeting held on 28 April 2014 be confirmed as a true and accurate record and signed by the Chairman.**

DECLARATIONS OF INTEREST

12. None.

POLICE REPORT FOR YEAR 2013-2014

13. The Chairman read out the ward report for the year ending 31st March 2014. The report detailed 216 crimes that had taken place in the year and commented that this was 22 more than in the previous year. There was no police presence at the meeting but the Clerk was able to say that the local PCSO, Andy Smith, had called in to the office to discuss the report. He said that although the figures showed an increase on the previous year, he feels that the level of crime within the ward is minimal. He did however highlight a 300% increase in bicycle theft (up from 2 to 8) and stressed that if anyone wishes to contact him he will gladly go to their homes and security mark their cycle. He said he could be contacted on telephone number 101, option 2, collar number 5520.

The Clerk also reported that the PCSO said, in a bid to reduce anti-social behaviour throughout the City, a new ASB Hub had been set up at West Offices, York. The Hub, consisting of 6 PC's, Council Officials and other agencies will review incidents of anti-social behaviour and decide on appropriate actions.

Finally PCSO 5520 Smith stated that his Sergeant is wanting his officers to go back to basics which will result in PCSO's being more visible within communities.

POLICE REPORT FOR MONTH OF APRIL 2014

14. The Chairman read out the ward report for April 2014. The report detailed 14 crimes that had taken place in the month and commented that this was 4 more than in the same period last year. The report said that in the month of April, the annual Haxby fair had taken place with no issues and that one incident relating to Mancroft had been reported to Police. This incident had already been reported to the Council and was classed as very minor.

CASH CHECK

15. Two Councillors had carried out a Financial/Cash Check on 10 April 2014 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 2014 ACCOUNTS FOR APPROVAL

16. **RESOLVED that the year ending accounts as at 31 March 2014 be approved.**

SIGNING OF THE ANNUAL RETURN FOR 2013-2014 BY CHAIRMAN AND RESPONSIBLE FINANCE OFFICER

17. **RESOLVED that the annual return for 2013-2014 be signed by the chairman and responsible finance officer.**

FINANCIAL STATEMENT – 30 APRIL 2014

18.

<u>Details</u>	<u>Amount</u>
<u>Receipts to 30th April 2014</u>	
T Robert Hardy Nursery Rent	357.70
Netball Court Hire	882.00
Allotment Rents	275.00
Carnival Stalls	133.00
Fair Rent	600.00
City of York Council Precept & Grant	51500.00
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	53747.70
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Payments Made to 30th April 2014

Complete Office Solution	106020	15.36
YLCA	106021	858.00
York Window Cleaning Service	106022	59.25
City of York Council	106023	168.00
SLCC	106024	118.80
All Design & Print	106025	400.00
Mick Lambert	106026	855.00
Matthew Porter w/e 28/03/14	DP	37.00
Matthew Porter w/e 04/04/14	DP	37.00
Matthew Porter w/e 11/04/14	DP	37.00
Talk Talk	DD	15.31
Petty Cash	106027	6.65
Matthew Porter w/e 18/04/14	DP	37.00
Anita Thompson	106028	260.00
J Bell - Salary	DP	1023.30
Steve Gray - Salary	DP	1049.30
M Scott - Salary	DP	1486.47
Geoff Newbould	106029	110.00
Haxby Helpers	106030	500.00
Haxby & Wigginton Local History Group	106031	200.00
Haxby & Wigginton Over 60's	106032	100.00
Flying Ducks Youth Theatre	106033	250.00
Haxby Juniors FC	106034	500.00
Npower	DD	84.00
Haxby & Wigginton Youth & Community Association	106035	9500.00

17707.44

Statement brought forward (m/e Mar 2014)	98394.61
Receipts	53747.70
	<hr/> 152142.31
Payments	17707.44
Balance carried forward	<hr/> 134434.87

RESOLVED that the financial statement as at 30 April 2014 which detailed payments totalling £17707.44 inclusive of VAT be approved.

BUDGET OUTTURN FIGURES AT 30 APRIL 2014

19. The Budget Outturn figures as at 30 April 2014 were copied to each Councillor. The Clerk explained that these had been updated with details of actual income/expenditure for the month ending 30 April 2014. These were received.

GRANT REQUEST FROM ST MARY'S CHURCH, HAXBY

20. A request for a grant from St. Mary's church was read out. The request was for £5000 towards the replacement of cast iron guttering on the church. Prior to the meeting, Noreen Bartram had explained to the Council the Church's dire need to carry out the repair work and explained that the total estimated cost was £24000. The Council thought that cast iron guttering was extremely expensive and recommended that the Church should look in to using new plastic guttering which can now be made to replicate the traditional cast iron. They also discussed the fact that the application had come in after the budget for 2014-2015 had been set. **RESOLVED that the application be declined and resubmitted later in the year when the budget for 2015-2016 is being discussed. They also wanted the Church to look in to the alternative of using plastic instead of cast iron.**

"HERALDIC" LOGO

21. Cllr Newton gave the Council an update concerning renewed discussions with Mr Robert Young, the Council's adviser on heraldry. He showed the Council a draft (number 4) of a "Heraldic" logo which he then submitted to them for approval. **RESOLVED that the draft (number 4) of a "Heraldic" logo be approved subject to a couple of further tweaks which where that the oak leaves within the design be made slightly smaller and that bolder print should be used on the word Haxby.**

FREEDOM OF HAXBY PRESENTATION

22. The Council discussed how, where and when the presentation should be made and how the awarding of the Freedom of the Town should be announced. **RESOLVED to have the presentation in The Memorial Hall, Haxby on Friday 1st August 2014 (Yorkshire Day).**

HAXBY CITIZENS ADVICE SESSION

23. The Clerk advised that Citizens Advice Sessions will take place at Oaken Grove Community Centre on the 4th Tuesday of each month between 9.30am and 12.30pm commencing May 28th 2014.

LOCAL PLAN WORKING PARTY

24. Cllr Richardson gave an update as to position in respect of the formal release of the final draft of the York Local Plan and the dates for the 6 week consultation period. He explained that the dates were presently still unknown. It was also explained to those Councillors not on the Working Party, that it is due to meet again on Tuesday 20th May 2014 at 9am at the Council Office.

HAXBY TOWN COUNCIL'S INSURANCE POLICY

25. The Clerk advised that the Town Council's insurance policy is due for renewal on 1st June 2014. He explained that a renewal quote had been received from the existing provider and that it was considerably less than in previous years. He went on to say that he had contacted the insurance company (Zurich) to ensure that the quote was correct and that the level of cover was still correct. Zurich had ensured him that it was and that the premiums had come down because of a recent review of all rates. Last year the premium had been £2954.86 and was the last year of a 3 year contract. The renewal quote being offered now was £2349.38 per annum for a 3 year contract or £2166.98 per annum for a 5 year contract. The Council thought that this was a good quote but wanted the Clerk to check if an even lower quote could be found elsewhere.

RESOLVED to accept the renewal quote from Zurich Insurance on a 5 year contract at a cost of £2166.98 per annum plus any additional premium to cover indexation of the policy. However, the Clerk is to get alternative quotes to see if a cheaper quote can be found but at the same time ensuring that a policy is in place at the renewal date.

RENOVATION OF WYRE POND

26. The Council discussed the subject of renovation work on Wyre Pond which is currently being debated by the Amenities Committee. The discussion covered possible work to be carried out by The Conservation Volunteers at a cost of £6000 + VAT.

RESOLVED to give the Amenities Committee authority to spend up to £6000 plus VAT should they wish to accept the proposal currently being offered by The Conservation Volunteers.

EUROPEAN PARLIAMENTARY ELECTIONS

27. Councillors were advised that the date for the European Parliamentary Elections is Thursday 22 May 2014.

RURAL ACTION YORKSHIRE

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

WHITE ROSE UPDATE

29. The White Rose updates for March 2014 and April 2014 were received.

SECTION 137 GRANTS – LETTERS OF THANKS

30. The Chairman read out letters of thanks from Haxby Helpers and The Haxby and Wigginton Youth & Community Association for the grants awarded to them by the Council.

ANNUAL TOWN MEETING

31. The Councillors were reminded that the Annual Town Meeting will take place at 7pm on Wednesday 21 May 2014 in the Memorial Hall, Haxby

AMENITIES COMMITTEE

32. The minutes of the meeting held on 22 April 2014 were received.

PLANNING COMMITTEE

33. The minutes of the meeting held on 6 May 2014 were received.

The meeting closed at 8.35pm

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Chairman

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