

MINUTES of the Meeting of Haxby Town Council held on Monday 8 September 2014 in the Memorial Hall, Haxby, at 7.30 pm.

| | | |
|----------------|----------------------------|-----------------|
| <u>PRESENT</u> | Cllr M Crawford (Chairman) | Cllr M Harrison |
| | Cllr M Guilford | Cllr R Cousans |
| | Cllr D Lee | Cllr D Rice |
| | Cllr H Ridge | Cllr M Preston |
| | Mr M W Scott (Clerk) | |

APOLOGIES FOR ABSENCE

1. Apologies were received from Cllr S Newton, Cllr Richardson, Cllr D Harkess, Cllr N Wyatt, Cllr D Hunter & Cllr G Cockburn.

DECLARATIONS OF INTEREST

2. None.

MINUTES OF FULL COUNCIL MEETING HELD ON 11 AUGUST 2014

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

MATTERS ARISING

4. None

POLICE REPORT

5. The Chairman read out the Police Ward Report for August 2014 which had been prepared by PCSO 5520 Andy Smith. The report listed 16 crimes compared to 25 for the same period last year. The report also commented that there had been no calls concerning Mancroft Open Space during the month but did comment on the fact that a call had been received from a member of the public advising that lots of cars were parking at the Ethel Ward Playing Field and that lots of youths were causing problems. The report ended by saying that PCSO Smith was now patrolling the parks in Haxby & Wigginton so that youths/teenagers were aware of the police presence. The Clerk then explained that a report had been made to the police regarding an individual who was in the habit of lighting small fires at various locations on the Ethel Ward Playing Field. The response from the police was that they found this concerning and would treat it with pro-active patrols. The Clerk also informed the Council of a conversation he had with PCSO Smith concerning the Council supplying keys to the pavilion on Ethel Ward Playing Field so that the police could use the kitchen facilities there on an evening and thereby

increase police presence. The Councillors thought this to be a good idea and agreed that keys should be issued.

CASH CHECK

6. Two Councillors had carried out a Financial/Cash Check on 1 September 2014 checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

FINANCIAL STATEMENT – 31 AUGUST 2014

7.

Financial Statement for Haxby Town Council for August 2014

| Details | Amount |
|-------------------------------------|--------|
| <u>Receipts to 31st August 2014</u> | |
| T Robert Hardy Nursery Rent | 286.16 |
| | 286.16 |

Payments Made to 31st August 2014

| | | |
|---|--------|---------|
| St Marys Church Hall | 106096 | 24.00 |
| Glasdon UK Limited | 106097 | 477.31 |
| Edge IT Systems | 106098 | 396.00 |
| Petty Cash | 106099 | 145.34 |
| David Rice (Mileage) | 106100 | 24.00 |
| Haxby Memorial Hall Trust (Rent) | 106101 | 933.00 |
| Haxby Memorial Hall Trust (Electricity) | 106102 | 17.48 |
| Green Thumb | 106103 | 360.00 |
| Sports Turf Services (York) Ltd | 106104 | 498.80 |
| St Johns Ambulance (Carnival) | 106105 | 216.94 |
| Complete Office Solutions (Stationery) | 106107 | 45.50 |
| Complete Office Solutions (Photocopying) | 106108 | 127.02 |
| The Helping Hand Company | 106109 | 65.28 |
| York Window Cleaning Service | 106110 | 59.25 |
| Mary Crawford (Caterers-Freedom of Haxby) | 106111 | 100.00 |
| Mary Crawford (Food-Freedom of Haxby) | 106112 | 19.95 |
| Signs Express (York) | 106113 | 50.40 |
| Dean Landscapes | 106114 | 977.09 |
| HMRC | DP | 1116.14 |
| North Yorkshire Pension Fund | DP | 1376.49 |

| | | |
|----------------------------|----|---------|
| Matthew Porter we (040714) | DP | 37.00 |
| Matthew Porter we (110714) | DP | 37.00 |
| Matthew Porter we (180714) | DP | 37.00 |
| Matthew Porter we (290814) | DP | 37.00 |
| Matthew Porter we (010814) | DP | 37.00 |
| Matthew Porter we (080814) | DP | 37.00 |
| Matthew Porter we (150814) | DP | 37.00 |
| Matthew Porter we (220814) | DP | 37.00 |
| Talk Talk | DD | 15.31 |
| Barclaycard | DD | 73.76 |
| Jennifer Bell | DP | 1039.70 |
| Steve Gray | DP | 1064.30 |
| Mark Scott | DP | 1513.87 |
| Npower | DD | 84.00 |

11116.93

| | |
|---|-----------------|
| Statement brought forward (m/e August 2014) | 102643.60 |
| Receipts | 286.16 |
| | <hr/> 102929.76 |
| Payments | 11116.93 |
| Balance carried forward | <hr/> 91812.83 |

RESOLVED that the financial statement as at 31 August 2014 which detailed payments totalling £11116.93 inclusive of VAT be approved.

BUDGET OUTTURN FIGURES AT 31 AUGUST 2014

8. The Budget Outturn figures as at 31 August 2014 were copied to each Councillor. These were received.

EMAIL FROM CALF CLOSE RESIDENT

9. The Chairman read out an email from a concerned resident in respect of a development currently taking place at Willow Tree house. The resident was concerned following the hearing of rumours in respect of the future use of the property. The Clerk explained that he had forwarded the email to City of York Councillor Ian Cuthbertson who had looked in to the matter and who had found the rumours to be untrue. Cllr Cuthbertson had reported his findings back to the concerned resident.

HAXBY CITIZENS ADVICE SESSION

10. The Chairman read out a report from Citizens Advice which detailed the number of people seen during the first two sessions held in Haxby since the Council agreed funding. The report said that numbers were low with only one person seen during the first session and no one seen during the second session. The report went on to say that low numbers are usually seen when a new venture first gets underway and that when sessions were previously held in Haxby they were very successful. The report ended by asking that the sessions be publicised in order to boost numbers. The Clerk commented that the next edition of the Town Crier will advertise the sessions and that the Council website now carries full details of the sessions. The Council agreed that Vale Radio should be approached to see if they would be able to publicise the sessions too.

AMENDMENT TO STANDING ORDERS

11. A discussion took place regarding changes to the law which now permits members of the public to record the meetings of the Town Council and that of its committees and sub-committees. A resolution was put forward by Cllr Rice that section 1.12 of the Council's Standing Orders should be amended to read "The recording of Town Council meetings is permitted under the Openness of Local Bodies Regulations 2014 but that recording will be carried out in accordance with separate rules adopted by the Town Council to effectively and lawfully manage this activity". The Standing Order should then refer to an appendix which details the exact rules.
RESOLVED that the resolution was approved and that the Clerk and Cllr Newton should amend the Standing Orders accordingly and prepare a draft of the separate rules for adoption at the next meeting.

VIDEO/AUDIO RECORDING DEVICE FOR TOWN COUNCIL USE

12. The purchase of the video/audio recording equipment was discussed by the Council so that it could record meetings itself just in case any member of the public took it upon themselves to record a meeting and then edit in a way so that it said something which differed from the truth. The Clerk explained that he had written to YLCA asking for guidance as to whether or not YLCA would think it cost effective to purchase such equipment when the chances of it happening were only small. The Council decided to wait until a response was received before making a decision one way or the other.

RECORDING OF OFFICERS DELEGATED DECISIONS

13. **RESOLVED that the Clerk and Cllr Newton should look in to any necessary changes at the same time as they amend the Standing Orders in Item 11 above.**

CARE FOR THE ELDERLY IN HAXBY

14. The Council discussed a response from City of York Councillor Linsay Cunningham-Cross to its letter asking for details of City of York's 5 year plan relating to care for the elderly in Haxby & Wigginton. The Council was of the opinion that the response confirmed that there was no plan in place at the present time.

RESOLVED that the Clerk should thank Cllr Cunningham-Cross for her response and ask that she let Haxby Town Council know details of the plan when it is finally in place.

RESULTS OF THE EXTERNAL AUDIT

15. The Clerk reported that the results of the external audit had not yet been received.

ETHEL WARD PLAYING FIELD COMMITTEE

16. The minutes of the meeting held on 14 August 2014 were received.

AMENITIES COMMITTEE

17. The minutes of the meeting held on 18 August 2014 were received.

PLANNING COMMITTEE

18. The minutes of the meeting held on 1 September 2014 were received.

MATTERS FOR INCLUSION ON NEXT AGENDA

19. Matters for inclusion on the next agenda are:
- The Community Governance Review 2014
 - To carry out a review of Haxby's 20/20 Vision document.

The meeting closed at 8.28pm

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Chairman

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