

MINUTES of the Meeting of Haxby Town Council held on Monday 13 October 2014 in the Memorial Hall, Haxby, at 7.30 pm.

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

Also present were Reverend Kathryn Jackson, Rector of the Benefice of St Mary's, Haxby and St Nicholas, Wigginton and City of York Councillor Ian Cuthbertson.

Before the meeting started Reverend Jackson introduced herself to the Councillors and explained her position and how she was presently getting to grips with her new role. She expressed her wish to work closely in the future with both Haxby Town Council and Wigginton Parish Council.

Also before the meeting, Cllr Cuthbertson spoke to the Council about the current parking issues within the village and in particular about an area of Village Green in front of Sainsburys which has for many years been used as a car park. Cllr Cuthbertson wanted the Council to consider de-registering the area as village green so that restricted parking measures could be introduced.

The Chairman then thanked both for their comments and opened the meeting.

#### APOLOGIES FOR ABSENCE

1. Apologies were received from Cllr M Preston & Cllr R Cousans.

#### DECLARATIONS OF INTEREST

2. None.

#### MINUTES OF FULL COUNCIL MEETING HELD ON 8 SEPTEMBER 2014

3. **RESOLVED that the minutes of the meeting held on 8 September 2014 be confirmed as a true and accurate record and signed by the Chairman.**

POLICE REPORT

4. The Chairman read out the Police Ward Report for September 2014 which had been prepared by PCSO 5520 Andy Smith. The report listed 15 crimes compared to 21 for the same period last year. The report also commented that there had been no calls concerning Mancroft Open Space.

CASH CHECK

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

FINANCIAL STATEMENT – 30 SEPTEMBER 2014

6.

Financial Statement for Haxby Town Council for September 2014

Details	Amount
<u>Receipts to 30th September 2014</u>	
T Robert Hardy Nursery Rent	357.70
Bank Interest	13.52
Photocopying	14.05
City of York Council (Precept)	51500.00
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	51885.27

Payments Made to 30th September 2014

Mr S Bailey	106116	50.00
Mr M Carter	106117	20.00
Mr & Mrs Cann	106118	30.00
Petty Cash	106119	46.90
Complete Office Solutions	106120	17.44
HS Jackson (Fencing Ltd)	106121	76.20
The York Window Cleaning Service	106122	70.00
Haxby Memorial Hall Trust	106123	22.82
M W Scott	106124	39.60
Robert Young	106125	45.00
Dean Landscapes	106126	547.18
Flying Ducks Youth Theatre	106127	130.00
Haxby Helpers	106128	130.00

Smiths Gore	106129	162.50
All Design & Print	106130	400.00
Yorkshire Water	DD	68.25
HMRC	DP	1116.14
North Yorkshire Pension Fund	DP	1381.15
Matthew Porter we (050914)	DP	37.00
Matthew Porter we (120914)	DP	37.00
Matthew Porter we (190914)	DP	37.00
Talk Talk	DD	15.31
Barclaycard	DD	187.50
Jennifer Bell	DP	1039.70
Steve Gray	DP	1064.30
Mark Scott	DP	1513.87
Npower	DD	84.00
BT	DD	254.74
		<u>8623.60</u>
Statement brought forward (m/e August 2014)		91812.83
Receipts		<u>51885.27</u>
		143698.10
Payments		<u>8623.60</u>
Balance carried forward		<u>135074.50</u>

**RESOLVED that the financial statement as at 30 September 2014 which detailed payments totalling £8623.60 inclusive of VAT be approved.**

#### BUDGET OUTTURN FIGURES AT 30 SEPTEMBER 2014

7. The Budget Outturn figures as at 30 September 2014 were copied to each Councillor. These were received.

At this stage the Chairman closed the meeting in order to hear from Cllr Ian Cuthbertson about events which took place at a City of York Council meeting on 9 October 2014 concerning the City of York's Local Plan. After hearing from Cllr Cuthbertson the meeting was then reopened.

#### CITY OF YORK'S LOCAL PLAN

8. Following Cllr Cuthbertson's comments it was evident that the future of the City of York's Local Plan was now uncertain and that in many ways the previously seen draft of the Local Plan may now need to be re-written. Following a recommendation from Cllr Newton the Haxby Town Council agreed they would now like to see a two-way conversation between themselves and City of York Officers concerning the Local Plan.

## COMMUNITY GOVERNANCE REVIEW FOR YORK

9. The Council discussed the Community Governance Review for York and considered their response to City of York Council. A number of issues were discussed. The first was in respect of an initial enquiry made to Wigginton Parish Council about the possible merger of the two Councils. On this topic the Chairman then read out a very considered letter from the Chairman of Wigginton Parish Council which stated that for many reasons they were unanimously opposed to any merger. The letter stated that they had come to their decision because they had the best interests of Wigginton residents and the community in mind. The letter also made it clear that they will always continue to cooperate and collaborate with Haxby Town Council in the future. Following the reading of the letter Haxby Town Council decided that this issue would not be taken any further. The only issue which the Council did decide to take forward was the matter of the houses between the railway line on York Road and the A1237. These houses have historically fallen within the boundary of New Earswick Parish Council. The Council believed that today a more appropriate boundary line would be the A1237 road.
- RESOLVED that the Clerk is to submit a Statement of Interest to City of York Council by the deadline of 31 December 2014 stating that they believe the houses affected should be transferred to Haxby and hence forth the A1237 should form the boundary line between Haxby and New Earswick. The Clerk is to also write to the Clerk of New Earswick Parish Council advising them of Haxby Town Council's Statement of Interest.**

## RECORDING OF COUNCIL MEETINGS

10. The Clerk read out an email from YLCA concerning the recording of Council meetings and whether or not the Council should embark on purchasing its own visual/audio recording equipment. In summary YLCA did not recommend the spending of public money on expensive recording equipment at this time. The Council agreed with this and so no equipment is to be purchased unless future events determine otherwise.

## POLICY RELATING TO THE RECORDING OF COUNCIL MEETINGS

11. A draft policy prepared by Cllr Newton and circulated to all Councillors prior to the meeting relating to the recording of council meetings was put before the Council for adoption.
- RESOLVED to adopt the draft policy relating to the Recording of Council Meetings.**

## POLICY RELATING TO THE RECORDING OF OFFICER'S DECISIONS

12. A draft policy prepared by Cllr Newton and circulated to all Councillors prior to the meeting relating to the recording of Officer's decisions was put before the Council for adoption.  
**RESOLVED to adopt the draft policy relating to the Recording of Officer's Decisions.**

## UPDATE TO STANDING ORDERS

13. The Council discussed changes required to Standing Orders in order to incorporate recent legislation concerning the recording of council meetings. A copy of the revised Standing Order document (V3.October 2014) incorporating the changes had been circulated to Councillors prior to the meeting.  
**RESOLVED to adopt Standing Order document (V3.October 2014)**

## HAXBY UNITED CHARITIES

14. **RESOLVED under Section 137 to award Haxby United Charities £100 towards the purchase of 150 Christmas cards and raffle prizes for their New Year Party.**

## HAXBY & WIGGINTON JOINT BURIAL COMMITTEE

15. The changing of the Haxby & Wigginton Joint Burial Committee's name was discussed. The Councillors were advised that at the Joint Burial Committee meeting held on 30 September 2014 it was decided to change the Committee's name to the Haxby & Wigginton Cemetery Committee. They were then advised that in order to do this the Full Councils of both Haxby and Wigginton would have to ratify the decision as it was believed by the Clerk to be beyond the powers of the Joint Burial Committee.  
**RESOLVED to change the name of the Haxby & Wigginton Joint Burial Committee to the Haxby & Wigginton Cemetery Committee.**

## SECTION 106 MONEY

16. The Clerk advised the Councillors that a payment of £6927 had been received from City of York Council. The payment was Section 106 money relating to a development on Hall Rise, Haxby. He went on to explain that further monies owed in respect of Section 106 were in the process of being pursued.

## HAXBY'S 2020 VISION DOCUMENT

17. Reviewing the Town Council's document entitled 2020 Vision was discussed. The Council believed that the document couldn't be reviewed at present as the City of York's Local Plan was still being developed and that any revised plan produced by Haxby Town Council should take in to account the City of York's Local Plan should it come in to being. The Council decided that in order to clarify the exact position in respect of the City of York's Local Plan, the Clerk should invite Martin Grainger of York City Council to attend the next meeting of Haxby Town Council.

## YLCA BRANCH MEETING

18. The Chairman and Clerk gave a verbal report to the Council in respect of the YLCA branch meeting which they attended on 2 October 2014.

## HAXBY & WIGGINTON WARD MEETING

19. Cllr Richardson gave the Council a verbal report on the events of the Haxby & Wigginton Ward meeting which took place on 8 October 2014. It was disappointing to note that only one member of the public attended the meeting.

## YLCA WHITE ROSE UPDATE

20. The YLCA White Rose Update dated 9 September 2014 was received.

## SERVICE OF REMEMBRANCE 2014

21. A letter from the Benefice of St Mary's Haxby and St Nicholas Wigginton giving details of the 2014 Service of Remembrance was read out to Councillors by the Chairman. The letter explained that the Service will be held on Sunday 9 November 2014 at 3pm in St Mary's Church, Haxby and that a rehearsal for the event will take place at 10am on Saturday 8 November. The Service will be conducted by Rev. Kathryn Jackson, Rector. A show of hands indicated that 5 Councillors will be attending the event.

## EXTERNAL AUDIT

22. The Clerk read out comments from the external auditor, PKF Littlejohn, following completion of the annual audit. The report stated that in the opinion of the external auditor, the annual return was in accordance with proper practices and no matters had come to their attention giving them cause for concern that relevant legislation and regulatory requirements had not been met.

AMENITIES COMMITTEE

23. The minutes of the meeting held on 15 September 2014 were received.

HAXBY & WIGGINTON JOINT BURIAL COMMITTEE

24. The minutes of the meeting held on 30 September 2014 were received.

PLANNING COMMITTEE

25. The minutes of the meeting held on 6 October 2014 were received.

MATTERS FOR INCLUSION ON NEXT AGENDA

26. Matters for inclusion on the next agenda are:

- Obtaining a Hearing Loop for the office.

The meeting closed at 9.15pm

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Chairman

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