

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

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

In addition, City of York Councils' Katie Fisher, PCSO Justin Piercy and Ward Councillor Ian Cuthbertson were also present.

Prior to the meeting Katie Fisher spoke to the Councillors regarding Emergency Planning.

APOLOGIES FOR ABSENCE

1. Apologies were received from Cllr M Guilford & Cllr G Cockburn

DECLARATIONS OF INTEREST

2. None.

MINUTES OF FULL COUNCIL MEETING HELD ON 9 FEBRUARY 2015

3. **RESOLVED that the minutes of the meeting held on 9 February 2015 were confirmed as a true and accurate record and signed by the Chairman.**

POLICE WARD REPORT FOR FEBRUARY 2015

4. The Chairman read out the Ward report, which had been received from PCSO Michael Hannon prior to the meeting. The report detailed 9 crimes during the month of February compared to 14 for the same period last year. PCSO Justin Piercy, who was present at the meeting, then took questions from the Councillors. Cllr Richardson asked PCSO Piercy about an incident in Haxby over the previous weekend concerning problems caused by a number of youths who had congregated in the village. PCSO Piercy commented that there had been an incident, which in his opinion, was isolated and was effectively dealt with by the police.

CASH CHECK

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

FINANCIAL STATEMENT – 28 FEBRUARY 2015

6.

Financial Statement for Haxby Town Council for February 2015

Details	Amount
<u>Receipts to 28th February 2015</u>	
T Robert Hardy Nursery Rent	286.16
City of York Council (Section 106)	4688.00
Allotment Rents	7.50
Netball Court Rental	500.00

 5481.66

Payments Made to 28th February 2015

York Window Cleaning Service	106180	59.25
Petty Cash	106181	26.03
Vitax Limited	106182	319.46
William Birch & Son	106183	153.66
Barclaycard	DD	79.00
HMRC	DP	1149.08
North Yorkshire Pension Fund	DP	1398.60
Talk Talk	DD	31.94
Jennifer Bell	DP	1057.19
Steve Gray	DP	1064.30
Mark Scott	DP	1543.04
Npower	DD	43.00
		<hr/> 6924.55 <hr/>

Statement brought forward (m/e January 2015)	109951.32
Receipts	<hr/> 5481.66 <hr/>
	115432.98
Payments	<hr/> 6924.55 <hr/>
Balance carried forward	<hr/> 108508.43 <hr/>

RESOLVED that the financial statement as at 28 February 2015 which detailed payments totalling £6924.55 inclusive of VAT be approved.

BUDGET OUTTURN FIGURES AT 28 FEBRUARY 2015.

7. The Budget Outturn figures as at 28 February 2015 were copied to each Councillor. These were received.

COMMUNITY EMERGENCY PLANNING

8. Following the presentation from Katie Fisher a discussion on Community Emergency Planning took place. It became evident that Cllr Lee had a great deal of knowledge on this subject and his advice was to keep things simple. The Council decided to defer preparing a plan until June/July 2015. At that time Councillors Richardson, Rice and Lee are to look in to meet to start preparations.

NEIGHBOURHOOD PLAN

9. Councillors discussed if Haxby should prepare a Neighbourhood Plan. The opinion seemed very much in favour of the idea and it was agreed to put steps in place to get more details. It was agreed that Cllr Harrison and Cllr Guilford should attend a Neighbourhood Planning Workshop being held in Earswick on 30 March 2015 and then report back to the Full Council at its next meeting. Cllr Rice asked if the existing Haxby 20/20 document, which was produced a number of years ago, could be used as an initial framework for the new Neighbourhood Plan. Cllr Harkess commented that the details/vision explained in the document were still relevant. Cllr Crawford is to include an article in the forthcoming Town Crier to ask for those people within the community, interested in being involved in the production of a Neighbourhood Plan, to come forward.

REPORT FROM CHAIRMAN OF FINANCE COMMITTEE

10. Cllr Harkess, Chairman of the Finance Committee, gave a verbal report to the Council in respect of meetings that had taken place since the formation of the new Finance Committee. He explained that the powers of the Finance Committee had been drafted and presented these to the Full Council for discussion. He emphasised that the most important aspect of the draft was that the Finance Committee was there to advise the Full Council and had no power to spend Council monies. He also explained that the Council should continually hold a contingency fund of, in his opinion, £40000 in case of need. He also said that some of the remaining Council funds should be spent around the village during 2015/2016 and put a figure on this spending of £20000. He ended by saying that the Amenities Committee should produce a list of priorities for the proposed spending.

RESOLVED:

- **To approve the draft of the powers of the Finance Committee and update Standing orders accordingly.**
- **To maintain a contingency fund of £40000 in case of need.**

- To allocated £20000 to spend during 2015/2016 on improvements within the village.
- To ask the Amenities Committee for a list of priority tasks during 2015/2016 to be presented to Full Council for approval.

SECTION 137 GRANTS

11. Section 137 grants had been previously discussed by the Finance Committee at its' most recent meeting and recommendations of the grants to be awarded had been circulated to all Councillors prior to this meeting. Cllr Harkess, Chairman of the Finance Committee, explained that the total amount of grants recommended was £10867 and therefore within the £11000 figure allocated in the 2015/2016 budget.

RESOLVED to award the following Section 137 grants for 2015/2016:

- **Churchfield Open Space = £500**
 - **Flying Ducks = £250**
 - **Haxby Helpers = £500**
 - **Royal British Legion = £117**
 - **Haxby & Wigginton Youth & Community Association = £9500***
- *(The payment to HWYCA is only to be made following receipt of a detailed explanation from them as to how the money is to be spent and this is to include details of the number of Youth sessions to be held)**

AMENITIES COMMITTEE DELEGATED SPENDING LIMIT

12. The subject of increasing the Amenities Committees' spending power to £2500 per meeting was discussed. Cllr Harkess proposed that this item be suspended until such a time that he, as Chairman of the Finance Committee, had spoken to Cllr Guilford, Chairman of the Amenities Committee, about the Amenities Committees' budget. Councillors agreed to Cllr Harkess' proposal.

2015 ELECTION PROCESS

13. The Clerk explained the timetable and application process for the Parish/Community election, which takes place on Thursday 7 May 2015. He gave examples to all Councillors of how to correctly complete the application forms and explained that these have to be taken by himself to City of York Council during the period 31March 2015 and 9 April 2015.

MEETING DATES FOR MAY 2015

14. The Clerk confirmed that the Full Council meeting in May will take place on Monday 18 May 2015 but that due to the Annual Town meeting now taking place on 26 May 2015, the Amenities Committee will have to reconsider the date for its meeting in May.

ANNUAL TOWN MEETING

15. The Clerk advised that the Annual Town meeting is to take place on Tuesday 26 May 2015, in the Memorial Hall, Haxby commencing at 7pm. He explained that preferred dates discussed at last months' meeting would not be appropriate due to the fact that those were in June and the meeting has to take place before the end of May.

HAXBY & WIGGINTON YOUTH & COMMUNITY ASSOCIATION

16. The Chairman, Cllr Richardson and the Clerk gave a report on the recent presentation they had attended at Oaken Grove Community Centre. They said that the presentation had taken place in order to explain the detail behind their recently prepared business plan. They explained that the business plan set out 3 scenarios on Oaken Grove Community Centres' future. The first showed that if they carried on as they are then they would run out of money in 4 years, the second showed the impact of increasing revenue by 10% year on year and the final one showed the impact of ceasing to offer Youth activities. The conclusion was that they wished to follow option two and as such would like continuing support going forward from both Haxby Town Council and Wigginton Parish Council. The Chairman made comment that it had been made clear that even though the Council may wish to support the Centre going forward, no long term commitment could be given as the contribution made by Haxby Town Council would have to be judged on its merits each year. Finally the Chairman read out a letter from Mike Miller, Chairman of Oaken Grove Community Centre, stating that in order for the Councils to be more au fait with the work of Oaken Grove and in particular the Youth and Community Association, that they should send representatives to meetings at Oaken Grove on a quarterly basis.

CARE HOME FACILITIES

17. Following recent press speculation that plans for two super care homes in York had been scapped, the Councillors discussed Haxby Hall. Cllr Cousins expressed his concerns for long term elderly care in Haxby should Haxby Hall be closed as indicated in the most recent draft of the City of Yorks' Local Plan. Cllr Richardson indicated that nothing had been finalised and that the situation should be modified.

CARNIVAL COMMITTEE REQUEST FOR FUNDING

18. **RESOLVED** to award the Carnival Committee £1500 for the purpose of staging the 2015 Haxby Carnival.

CARNIVAL DAY HELPERS

19. The Chairman asked Councillors for volunteers to help out on the day of the Carnival and circulated a form to be completed with their availability. The Clerk made comment that prior to the meeting Cllr Cockburn had said that he was available to help out, as he had done so in previous years.

HAXBY FAIR 2015

20. The Clerk advised the Council that the fair will arrive on 20 April and leave on Monday 27 April and that it will operate between 23 April and 26 April.

NEW CHRISTMAS TREE LIGHTS

21. The Clerk reported that 3 quotations had now been received in respect of new Christmas tree lights for the village. He explained the three quotes in detail to the Councillors and explained that the latest quote had been received from Yorvik Lighting who had been responsible for the Huntington Christmas lights as well as the lights at the Judges' Lodgings in the city centre. Cllr Richardson proposed that the quotation received from Yorvik Lighting be accepted and a vote was taken.

RESOLVED to accept the quotation from Yorvik Lighting to provide and install new Christmas tree lights at a cost of £2855 plus VAT and the cost of hiring a Cherry Picker at approximately £170 plus VAT.

HAXBY & WIGGINTON WARD FORUM

22. Councillor Richardson gave a brief verbal report to Councillors about the recent Haxby & Wigginton Ward Forum. He explained that it had been a useful meeting attended by various groups from the local community. The public session included discussion about the relocation of the Post Office and this years' Tour de Yorkshire.

OUR YORK – COMMUNITY CONFERENCE

23. The Chairman and the Clerk gave a report on the 'Our York – Community Conference which they had recently attended.

CARNIVAL COMMITTEE

24. The minutes of the meeting held on 9 December 2014 were received.

CARNIVAL COMMITTEE

25. The minutes of the meeting held on 10 February 2015 were received.

ETHEL WARD PLAYING FIELD COMMITTEE

26. The minutes of the meeting held on 12 February 2015 were received.

AMENITIES COMMITTEE

27. The minutes of the meeting held on 16 February 2015 were received.

PLANNING COMMITTEE

28. The minutes of the meeting held on 2 March 2015 were received.

FINANCE COMMITTEE

29. The minutes of the meeting held on 4 March 2015 were received.

MATTERS FOR INCLUSION ON NEXT AGENDA

30. No matters were put forward for inclusion on next months' agenda.

The meeting closed at 9.50pm

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Chairman

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