

MINUTES of Haxby Town Council Meeting held on Monday 14 October 2013 in the Memorial Hall, Haxby, at 7.30 pm.

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

Also in attendance was Ronald Kane, Community Involvement Officer of York City Council.

Before the meeting started Ronald Kane addressed the Council to explain about his role with City of York Council. He explained that his role covers various areas of York including Haxby & Wigginton Ward. He explained that he is currently looking at the issues of parking, traffic flow and cycling to and from school. He went on to explain that the intention of his role is to facilitate solutions for communities to put actions in place to aid village life. He finished by saying that a resident's forum was taking place later that week at Ralph Butterfield School.

Mr Kane then left the meeting before commencement of business.

APOLOGIES FOR ABSENCE

1. Apologies had been received from Cllr Cockburn, Cllr D Lee & Cllr Richardson

DECLARATIONS OF INTEREST

2. No new declarations were received however a dispensation request from Cllr Wyatt was discussed. The request was made in order to allow Cllr Wyatt to discuss and vote on the subject of the Mancroft Play Area.
RESOLVED to grant Cllr Wyatt dispensation to discuss and vote on issues relating to the Mancroft Play Area for a period of 4 years.

MINUTES

3. **RESOLVED that the minutes of the meeting held on 9 September 2013 be confirmed as a true and accurate record and signed by the Chairman.**

MATTERS ARISING

4. The Chairman read to the Councillors present a letter she had written to Allan Leak thanking him for his work as a Councillor.

POLICE REPORT

5. The Chairman read out the ward report for September 2013 received from the police. The report advised that there were 21 crimes in September with 12 of these being theft. The report advised constituents to lock all doors on properties, garages and vehicles now that the dark nights are upon us. The report also gave details relating to the Mancroft Play Area. It stated that the police had received 5 calls during the month in respect of Mancroft. All these calls were re-acted to promptly by the police but on 3 of these occasions no one was present when the police arrived. On one occasion 3 youths were simply talking so no action was taken and on the final occasion, youths were present but ran off when they saw the officers approaching.

CASH CHECK

6. Two Councillors had carried out a Financial/Cash Check on 7 October 2013 checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

FINANCIAL STATEMENT – 30 SEPTEMBER 2013

7. **RESOLVED that the financial statement as at 30 September 2013 which detailed payments totalling £7762.88 be approved.**

BUDGET OUTTURN FIGURES AT 30 SEPTEMBER 2013

8. The Budget Outturn figures as at 30 September 2013 were copied to each Councillor. The Clerk explained that these had been updated with details of projected income/expenditure for the year ending 31 March 2014. These were received.

YORKSHIRE LOCAL COUNCILS ASSOCIATION ANNUAL MEETING

9. The Chairman advised the Councillors of the annual meeting of the Yorkshire Local Councils Association which is to take place 15 & 16 November 2013 at the Royal York Hotel. The Clerk was asked to send details to all Councillors and those Councillors interested in attending should make themselves known to the Clerk.

WHITE ROSE UPDATE

10. The White Rose update for August 2013 was received by the Council.

FINANCE & BUDGETING SEMINAR

11. **RESOLVED that Mark Scott (Clerk) is to attend the seminar to be held on 17 October 2013 at a cost of £45**

NEW OFFICE PRINTER

12. The Clerk explained to the Committee the need for a new office printer/copier to replace the 2 printers currently being used in the office. Quotations received from three companies were discussed and a comparison of costs was provided to the Councillors.
RESOLVED to purchase a new Ricoh colour copier/printer from Complete Office Solutions at a cost of £2195 and a service contract at a cost of 0.4p per black and white copy and 4.0p per colour copy

MEMORIAL HALL CLOCK INSURANCE

13. The Clerk explained that the insurance cover for the Memorial Hall clock had been increased to £15000 at no additional cost for the remainder of the current period of insurance.

JULIAN STURDY'S MEETINGS OF SEPTEMBER 26th & 27th 2013

14. The Clerk advised that minutes had been received from the meeting of the 26 September and it was agreed that these should be circulated to all Councillors. Cllr Guilford then gave details of his and the Clerks visit to see Julian Sturdy MP on 27 September 2013. Cllr Guilford explained that the meeting had been productive and that Mr Sturdy was looking to build closer ties with Haxby Town Council in the future.

OPENNESS AND TRANSPARENCY SEPTEMBER 2013 UPDATE

15. The September 2013 update of the Department for Communities and Local Government's paper on Openness and Transparency was received by the Council. Cllr Newton explained that he had used the update in order to re-draft the Code of Conduct section within Haxby Town Council's Standing Orders. The Clerk advised that a copy of this was to be circulated to all Councillors for formal adoption at the next Full Council meeting.

NEIGHBOURHOOD PLANNING

16. The Clerk read out an email from a resident asking if there was an opportunity for Haxby Town Council to discuss at a possible public meeting the developing of a Neighbourhood Plan. Councillors wondered if the existing Haxby 2020 document could in some way be adapted in to becoming a Neighbourhood Plan. It was agreed that the Clerk is to make various enquiries with organisations such as City of York Council, Dunnington Parish Council, YLCA and others in order to get more details with a view to taking the proposition forward.

NOTICE OF CONCLUSION OF AUDIT

17. The Clerk advised that the response had now been received from the external auditor. The response confirmed that the information contained within the Council's annual return was in their opinion in accordance with proper practices and that no matter had come to their attention to indicate that relevant legislation and regulatory requirements had not been met.

CO-OPTION OF A NEW COUNCILLOR

18. The Clerk advised the Council that City of York Council had been in touch to advise that Haxby Town Council should now instigate proceedings for co-option of a new Councillor. The Clerk explained that one person had shown interest in the position but was unable to attend this meeting due to illness.

YORKSHIRE WATER

19. The Clerk advised that Cllr Richardson has arranged for representatives of Yorkshire Water to attend the November meeting of Haxby Town Council. The Clerk then made a request to all Councillors for any questions that Councillors may wish to ask Yorkshire Water to be submitted to him by 31 October 2013.

REMEMBRANCE SERVICE

20. The Chairman read out a letter from The Benefice of St. Mary's church, Haxby. It advised that this year's Remembrance Service is to be held on Sunday 10 November 2013 at 3pm. The Chairman then emphasised the importance of this event and encouraged all to attend. Councillors Guilford, Rice, Crawford, Wyatt and Cousans all confirmed that they will be attending Remembrance Services.

LOCAL DEMOCRACY WEEK

21. The Clerk gave the Councillors details about Local Democracy Week and advised that is to take place 14–18 October 2013.

LIGHTING OF CHRISTMAS TREE

22. The Chairman suggested that the Christmas tree on the village green is to be lit this year for the period 12 December 2013 to 6 January 2013.
RESOLVED that the lighting of the Christmas tree for the period 12 December 2013 to 6 January 2013 be approved at a cost of £700 but that new bulbs should not be purchased for next year.
RESOLVED that the lighting of the Christmas tree in future years should be discussed again by the Council at the June 2014 meeting.

AMENITIES COMMITTEE

23. The minutes of the meeting held on 16 September 2013 were received.

JOINT BURIAL COMMITTEE

24. The minutes of the meeting held on 24 September 2013 were received.

ETHEL WARD PLAYING FIELDS COMMITTEE

25. The minutes of the meeting held on 3 October 2013 were received.

PLANNING COMMITTEE

26. The minutes of the meeting held on 7 October 2013 were received.

MATTERS FOR INCLUSION ON NEXT AGENDA

27. None

The meeting closed at 9.25pm

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Chairman

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