

MINUTES of Haxby Town Council Meeting held on Monday 9 December 2013 in the Memorial Hall, Haxby, at 7.30 pm.

<u>PRESENT</u>	Cllr M Crawford (Chairman)	Cllr M Harrison
	Cllr M Preston	Cllr D Lee
	Cllr S Newton	Cllr Cockburn
	Cllr N Wyatt	Cllr M Guilford
	Cllr Richardson	Cllr D Rice
	Mr M W Scott (Clerk)	Mrs J Bell (Deputy Clerk)

Also in attendance was Derek Harkess, a member of the public. Before the meeting started Derek introduced himself to the Councillors and gave a brief description of his background. Derek explained that he was there with a view to being co-opted on to the Council as he had a desire to give something back to his local community.

After his introduction the Chairman thanked Mr Harkess and explained that his request would be voted on at the end of the night's meeting. Mr Harkess then stated that he would like to stay and witness the night's proceedings but understood that he would need to leave the meeting when the discussion and vote on co-option took place.

#### APOLOGIES FOR ABSENCE

1. Apologies had been received from Cllr H Ridge, Cllr R Cousans and Cllr D Hunter.

#### DECLARATIONS OF INTEREST

2. None

#### MINUTES

3. **RESOLVED that the minutes of the meeting held on 11 November 2013 be confirmed as a true and accurate record and signed by the Chairman.**

#### MATTERS ARISING

4. The Chairman referred to the Council's resolution last month to buy 100 Christmas cards for Haxby United Charities at a cost of £35. She explained that there is a need to now purchase a further 50 cards due to the number of people fulfilling the qualifying criteria.  
**RESOLVED to purchase a further 50 Christmas cards for Haxby United Charities at a cost of £17.50.**

POLICE REPORT

5. The Chairman read out the ward report for November 2013. The report detailed 13 crimes that had taken place in the month and commented that this was 1 more than in the same period last year. This represented an increase of 8.3%. No representatives from the police were present at the meeting.

CASH CHECK

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

FINANCIAL STATEMENT – 30 NOVEMBER 2013

7. **RESOLVED that the financial statement as at 30 November 2013 which detailed payments totalling £7906.43 inclusive of VAT be approved.**

BUDGET OUTTURN FIGURES AT 30 NOVEMBER 2013

8. The Budget Outturn figures as at 30 November 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.

ANNUAL MEMBERSHIP OF THE SOCIETY OF LOCAL COUNCIL CLERKS

9. **RESOLVED to renew the annual subscription at a cost of £184.**

FREEMANSHIP OF HAXBY

10. **RESOLVED to have a scheme in order to bestow the title of Honorary Freedom of Haxby on those persons deemed worthy.**

FREEMANSHIP OF HAXBY - NOMINATION CRITERIA AND PROCEDURE

11. The Council discussed the initial draft of the nomination criteria and procedure relating to the Freemanship of Haxby, which had been drawn up by the Clerk. The Council recommended one or two slight alterations and asked the Clerk to redraft the document incorporating the agreed alterations. It was agreed that the Clerk will circulate the revised draft to all Councillors prior to the next meeting of the Full Council which was scheduled to take place 13 January 2014.

### CITIZENS ADVICE BUREAU

12. The Chairman read out an email from Wigginton Parish Council asking if Haxby Town Council would be willing to support the cost of paying for an extra monthly Citizens Advice session at the Old School, Wigginton. The cost for the session being approximately £625 per quarter. The Council was not adverse to supporting Citizens Advice sessions but wanted any session that they support to be held in Haxby rather than Wigginton. The Clerk is to advise Wigginton Parish Council of their views and investigate the setting up of monthly sessions in Haxby with the Citizens Advice Bureau. The Clerk is then to report back to the January meeting of the Full Council.

### RECENT MEETING OF THE FINANCE WORKING PARTY

13. The Clerk explained to the Council how far the working party had got, during its recent meeting, towards the setting of the 2014-2015 budget. He commented on a couple of sections which had been amended since the working party meeting as a result of new issues which had come to light in the intervening period. He explained that the major item to still be resolved was the one relating to Section 137 grants and this would need finalising before the final draft budget could be presented to the Council.

### SECTION 137 GRANT APPLICATION FOR 2014-2015

14. The Chairman explained that the finance working party had initially looked at the Section 137 grant requests that had come in this year and presented before the Councillors a list of the requests together with the working party's recommendations. In respect of a grant request received from the Haxby and Wigginton Youth & Community Association the Council asked the Clerk to arrange for a meeting between the representative of the association and the Chairman in order that the request could be discussed in more detail and decided upon at the January 2014 Full Council meeting.
- RESOLVED that the following grants totalling £1550 be awarded for 2014-2015:**

- a) **£500 to Haxby Helpers to cover phone charges and post card printing.**
- b) **£200 to Haxby & Wigginton Local History Group towards the cost of a Memorial Board acknowledging those residents of Haxby who served in the first World War. This was made provided the rest of the cost can be raised from other sources.**
- c) **£100 to Haxby & Wigginton Over 60's towards the cost of outings, speakers and social activities.**

- d) £250 to Flying Ducks Youth Theatre towards the cost of hiring the Joseph Rowntree theatre.
- e) £500 to Haxby Juniors FC towards the cost of goal posts and coaching courses.

**RESOLVED that further grant requests received totalling £8418 from the Haxby Memorial Hall Trust, Haxby Playgroups, Joseph Rowntree Sportability, the 2<sup>nd</sup> Haxby & Wigginton Scouts and Wigginton Bowling Club be declined.**

#### HAXBY TOWN COUNCIL FINANCIAL REGULATIONS

- 15. **RESOLVED to adopt Version 3, dated November 2013 of Haxby Town Council's Financial Regulations.**

#### ELECTORAL REVIEW OF YORK

- 16. The Council received the Local Government Boundary Commission's final recommendations on the new electoral arrangements for City of York Council. It was noted that there were no changes effecting Haxby.

#### CHURCHFIELD PLAY AREA

- 17. **RESOLVED for the Clerk to send a letter in support of the upgrading of the play equipment on Churchfield Play Area.**

#### POPPY APPEAL

- 18. The Chairman read out a letter from the City of York Poppy Appeal Organiser thanking the Council for its continued support and its generous donation of £100.

#### WHITE ROSE UPDATE

- 19. The Council received the December 2013 issue of the White Rose Update from YLCA. The Chairman highlighted the sad news that Gerry Cheetham, who was Clerk of Clifton Without Parish for many years, had recently passed away.

#### AMENITIES COMMITTEE

- 20. The minutes of the meeting held on 18 November 2013 were received.

#### PLANNING COMMITTEE

- 21. The minutes of the meeting held on 2 December 2013 were received.

MATTERS FOR INCLUSION ON NEXT AGENDA

22. The following items are to be included on the next Full Council agenda:
- a) To discuss and resolve the grant application from Haxby and Wigginton Youth & Community Association.
  - b) To discuss the addition of £5000 to next year's budget towards the eventual purchase of extra recreational land.

Derek Harkess then left the meeting room thanking the Council for allowing him to witness the evening's proceedings.

CO-OPTION OF A NEW COUNCILLOR

23. **RESOLVED unanimously to co-opt Derek Harkess to the position of a Haxby Town Councillor.**

The meeting closed at 9.28pm

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Chairman

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