

HAXBY TOWN COUNCIL

The Memorial Hall, The Village, Haxby YO32 3HT

Minutes of the annual meeting of Haxby Town Council held on Monday 20 May 2024 at 7.30pm in the Oaken Grove Youth and Community Centre, Haxby.

Present: Cllr. R. Pearson – Chairman
Cllr. G. Cockburn – Vice-chairman
Cllr C. Cooper
Cllr I. Craven
Cllr I. Cuthbertson
Cllr T. Fisher
Cllr T. Richardson
Cllr J Secker
Cllr. I. Thompson

Also present: Alan Draper (town clerk), Jane Grant (cemetery clerk), Joanne Pratt (administrative officer) and one member of the public.

1/2024 Election of chairman

RESOLVED that Cllr R. Pearson be elected chairman of the council for 2024-25.

Cllr T. Richardson voted against the resolution.

Cllr R. Pearson duly signed her declaration of acceptance of office.

2/2024 Chairman's welcome

The chairman welcomed everyone to the meeting and particularly the new members of staff.

3/2024 Apologies for absence

RESOLVED that apologies and the reason(s) for absence were received and accepted from:

- Cllr C. Hogg
- Cllr A. Hollyer
- Cllr E. Pearson
- Cllr G. Stow

4/2024 Declarations of interest

No declarations were made other than those already declared in members' respective register of interests.

5/2024 Election of vice-chairman

RESOLVED that Cllr G. Cockburn be elected vice-chairman of the council for 2024-25.

Cllr T. Richardson voted against the resolution.

Cllr I. Craven abstained.

Cllr G. Cockburn duly signed his declaration of acceptance of office.

6/2024 Public question time and participation

No matters were raised.

7/2024 Minutes – full council meeting

RESOLVED to approve and accept the minutes of the previous full council meeting held on 15 April 2024.

Cllr T. Richardson abstained.

8/2024 Minutes – committee meetings

RESOLVED to receive the minutes and confirm the recommendations within of the following:

- Planning Committee meeting – 8 April 2024
- Amenities Committee meeting – 8 April 2024
- Events Committee meeting – 15 April 2024
- Staffing Committee meeting – 1 May 2024

9/2024 Minutes – annual town meeting

RESOLVED to receive the minutes of the annual town meeting held on 22 April 2024.

10/2024 Christmas lights

It was agreed to bring this item forward.

RESOLVED that:

- The quote for £6,000 be accepted for Christmas lights.
- A mature tree be planted on the green in due course.

Cllrs G. Cockburn and C. Cooper abstained.

11/2024 Standing committees

RESOLVED that the extant, respective terms of reference be adopted, pending a review by each committee at its first meeting with recommendations referred back for the full council's consideration.

RESOLVED that the membership of the Amenities Committee be as follows:

- Cllr G. Cockburn
- Cllr C. Hogg
- Cllr R. Pearson
- Cllr J. Secker
- Cllr G. Stow

Cllrs I. Craven and T. Richardson abstained.

RESOLVED that the membership of the Events Committee be as follows:

- Cllr C. Cooper
- Cllr D. Geogheghan-Breen
- Cllr E. Pearson
- Cllr R. Pearson
- Cllr J. Secker

Cllrs I. Craven and T. Richardson abstained.

RESOLVED that the membership of the Finance Committee be as follows:

- Cllr C. Cooper
- Cllr I. Cuthbertson
- Cllr R. Pearson
- Cllr G. Stow
- Cllr I. Thompson

Cllrs I. Craven and T. Richardson abstained.

RESOLVED that the membership of the Planning Committee be as follows:

- Cllr I. Craven
- Cllr T. Fisher
- Cllr R. Pearson

- Cllr T. Richardson
- Cllr J. Secker

Cllr T. Richardson abstained.

RESOLVED that the membership of the Staffing Committee be as follows:

- Cllr G. Cockburn
- Cllr E. Pearson
- Cllr R. Pearson
- Cllr G. Stow
- Cllr I. Thompson

Cllrs I. Craven and T. Richardson abstained.

12/2024 Representation on external bodies

RESOLVED that the representatives on the Haxby and Wigginton Cemetery Committee be as follows:

- Cllr C. Cooper
- Cllr T. Fisher
- Cllr C. Hogg
- Cllr R. Pearson

Cllrs I. Craven, I. Cuthbertson and T. Richardson abstained.

RESOLVED that the representative on Haxby and Wigginton Traders Association be Cllr C. Cooper.

Cllr T. Richardson abstained.

RESOLVED that the representative on Haxby and Wigginton Youth and Community Association be Cllr I. Craven.

Cllrs G. Cockburn and T. Richardson abstained.

RESOLVED that the representatives on the neighbourhood plan steering group be Cllrs I. Craven and T. Fisher.

Cllrs G. Cockburn and T. Richardson abstained.

RESOLVED that the representative on the York Bus Forum be Cllr I. Craven.

Cllrs G. Cockburn and T. Richardson abstained.

RESOLVED that the representatives to the Yorkshire Local Councils Association be Cllrs G. Cockburn and R. Pearson.

Cllr T. Richardson abstained.

13/2024 Calendar of council/committee meetings

RESOLVED that the calendar of council/committee meetings for 2024-25 be as follows:

- Full Council – the second working Monday of every month apart from August.
- Planning Committee – the first working Monday of every month.
- Amenities Committee – the first working Monday of every month apart from August.
- Finance Committee – to meet quarterly
- Events Committee – to meet quarterly
- Staffing Committee – to meet quarterly

Cllr T. Richardson abstained.

14/2024 Code of conduct

RESOLVED that:

- Having been reviewed, the code of conduct be adopted for 2024-25.
- All councillors will sign a declaration at the next full council meeting to confirm adherence to the code of conduct.

15/2024 Standing orders and financial regulations

RESOLVED that having been reviewed, the standing orders be adopted for 2024-25.

Cllr T. Richardson abstained.

RESOLVED that the extant financial regulations be adopted, pending a review by the Finance Committee at its first meeting with recommendations referred back for the full council's consideration.

Cllr T. Richardson voted against the resolution.

16/2024 Complaints procedure

RESOLVED that:

- The extant complaints procedure be adopted pending a further review at the next full council meeting.
- The town clerk will liaise with Cllr T. Fisher to draft a revised complaints procedure for the council to consider at the next full council meeting.

Cllr T. Richardson abstained.

17/2024 Freedom of information publication scheme

RESOLVED that:

- Having been reviewed, the freedom of information publication scheme be adopted for 2024-25.
- All according charges be removed.

Cllr T. Richardson voted against the resolution.

18/2024 General privacy notice

RESOLVED that:

- The extant general privacy notice be adopted pending a further review in due course.
- The town clerk will liaise with Cllr I. Thompson to draft a revised general privacy notice for the council to consider in due course.

19/2024 Civility and respect pledge

RESOLVED that the civility and respect pledge be adopted and reviewed in due course.

20/2024 Corporate risk assessment

RESOLVED that:

- Having been reviewed, the corporate risk assessment be adopted.
- A review be conducted in four to six months' time.

Cllr T. Richardson abstained.

21/2024 Carnival 2024

It was confirmed that councillors can volunteer to assist with the carnival.

Cllr I. Cuthbertson left the meeting at this juncture.

22/2024 Yorkshire in bloom 2025

RESOLVED not to take part in "Yorkshire in bloom" in 2025.

Cllr T. Richardson abstained.

23/2024 Payments – May 2024

RESOLVED that the payments for May 2024 be approved.

Cllrs I. Craven and T. Richardson abstained.

24/2024 Play equipment – Ethel Ward playing field

RESOLVED that the Amenities Committee be asked for a specific proposal regarding the disabled friendly play equipment, pending the outcome of the grant application to the National Lottery.

Cllr T. Richardson abstained.

25/2024 Pavilion - Ethel Ward playing field

RESOLVED that in respect of the survey report:

- All category 1 work be undertaken.
- The Amenities Committee be asked to look into the category 2 work.

26/2024 Date of next meeting

RESOLVED that the next meeting of full council will be held on Monday 10 June 2024 at 7.30pm.

The meeting closed at 9.25pm.

Signed Date

Chairman