

# **HAXBY TOWN COUNCIL**

**The Memorial Hall, The Village, Haxby YO32 3HT**

**Minutes of a meeting of Haxby Town Council held on Monday 10 June 2024 at 7.30pm  
in the Oaken Grove Youth and Community Centre, Haxby.**

**Present:** Cllr. R. Pearson – Chairman  
Cllr C. Cooper (*arrived during the meeting*)  
Cllr I. Craven  
Cllr I. Cuthbertson  
Cllr T. Fisher  
Cllr T. Richardson  
Cllr G. Stow  
Cllr. I. Thompson

**Also present:** Alan Draper (town clerk)

## **27/2024 Apologies for absence**

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

- Cllr G. Cockburn
- Cllr C. Hogg
- Cllr E. Pearson
- Cllr J. Secker

## **28/2024 Chairman's welcome**

The chairman welcomed everyone to the meeting.

## **29/2024 Declarations of interest**

Cllr R. Pearson declared a pecuniary interest in agenda item 15 – “Payments – June 2024”.

## **30/2024 Public question time and participation**

No members of the public were present.

## **31/2024 Minutes – annual council meeting**

**RESOLVED** to approve and accept the minutes of the annual council meeting held on 20 May 2024.

*Cllr T. Richardson abstained.*

## **32/2024 Minutes – committee meetings**

**RESOLVED** to accept the minutes and confirm the recommendations within of the following committee meetings:

- Planning Committee meeting – 13 May 2024
- Amenities Committee meeting – 13 May 2024

## **33/2024 Standing committees**

**RESOLVED** that:

- The recommended, amended terms of reference for the Planning Committee be approved and adopted.
- The recommended terms of reference for the Amenities Committee be approved and adopted, with the addition of “Snickets, where applicable” in its remit.

### **34/2024 Complaints procedure**

*Cllr C. Cooper arrived at this juncture.*

*Cllr T. Richardson said that he had submitted a complaint about a councillor and the town clerk to the monitoring officer at City of York Council. Cllr T. Fisher pointed out that complaints concerning employees and members must remain confidential and as such he asked Cllr T. Richardson to apologise to the town clerk and that if he did not then a proposal would be made to exclude him from the rest of the meeting. Cllr T. Richardson refused to apologise.*

**RESOLVED** that in accordance with standing order 2b, Cllr T. Richardson be excluded from the meeting.

*Cllr T. Richardson voted against the resolution.*

*Cllrs. C. Cooper and I. Craven abstained.*

*Cllr T. Richardson refused to leave the meeting so the chairman suspended the meeting for ten minutes, during which time Cllr T. Richardson left the meeting and the meeting resumed.*

**RESOLVED** that having been reviewed and amended, the complaints procedure be approved and adopted.

### **35/2024 Bus route no. 13**

**RESOLVED** that the mayor for the combined authority for North Yorkshire be asked to:

- Review the changes made to the number 13 service in view of the impact on residents, as well as a review of the whole route.
- Review City of York Council's transport plan.

### **36/2024 Publishing councillors' attendance**

**RESOLVED** that an internal report on councillors' attendance at all council/committee meetings be produced every six months.

### **37/2024 Citizens Advice**

**RESOLVED** that:

- This item be added to the next full council meeting agenda.
- Citizens Advice in York be again asked for a report, otherwise suspension of funding will be considered.

### **38/2024 Haxby and Wigginton Youth and Community Association**

**RESOLVED** that:

- The report from Haxby and Wigginton Youth and Community Association be received and accepted.
- The initial quarterly tranche of funding for 2024-25 be approved.

### **39/2024 Dementia friendly council**

**RESOLVED** to approve in principle to be a dementia friendly council, pending receipt of further information / guidance.

### **40/2024 Netball court – re-surfacing**

**RESOLVED** that the request from the Amenities Committee to match fund £10,000 towards the cost of re-surfacing the netball court be referred to the Finance Committee.

### **41/2024 Payments – June 2024**

*Due to her pecuniary interest, Cllr R. Pearson took no part in this item.*

**RESOLVED** that in the absence of the vice-chairman, Cllr I. Thompson be elected to chair this item.

**RESOLVED** that the payments for June 2024 be approved.

*At this juncture, Cllr R. Pearson resumed the chair.*

#### **42/2024 Asset register**

**RESOLVED** that having been reviewed, the asset register be approved.

#### **43/2024 Internal controls and internal audit**

**RESOLVED** that:

- Having been reviewed, the efficacy of the council's internal controls be confirmed and approved.
- The internal audit report for the year ended 31 March 2024 be received.
- Ms Rachel Pearson be re-appointed as the council's internal auditor for 2024-25 and that the scope of internal audit be in accordance with the AGAR and Proper Practises.
- A mid-year (non-statutory) internal audit be conducted in October 2024.

#### **44/2024 Annual governance statement 2023-24**

**RESOLVED** that the annual governance statement for the year ended 31 March 2024 be approved.

#### **45/2024 Annual accounting statements 2023-24**

**RESOLVED** that the annual accounting statements for the year ended 31 March 2024 be approved.

#### **46/2024 Exclusion of public and press**

**RESOLVED** that in view of the confidential nature of the business to be transacted it is in the public interest that the press and public be excluded and that they are instructed to withdraw.

### **COUNCIL IN PRIVATE SESSION**

#### **47/2024 Legal proceedings**

The town clerk provided an update on the legal proceedings.

**RESOLVED** that:

- The town clerk's report be accepted and approved.
- The enquiry to potentially settle out of court be declined.

#### **48/2024 Date of next meeting**

**RESOLVED** that the next meeting of full council will be held on Monday 8 July 2024 at 7.30pm.

The meeting closed at 9.05pm.

**Signed** ..... **Date** .....

**Chairman**