

MINUTES of the meeting of Haxby Town Council held on Monday 11 November 2019
in the Memorial Hall, Haxby, at 7.30 pm.

PRESENT

Cllr M Guilford (Chairman)	Cllr R Cousans
Cllr M Harrison	Cllr I Craven
Cllr T Richardson	Cllr N Wyatt
Cllr T Carmichael	Cllr D Rice
Cllr E Samuel	Cllr M Preston
Mr M W Scott (Clerk & RFO)	

In addition a member of the public was also present.

Prior to the meeting a period of 2 minutes silence was observed in recognition that the meeting was taking place on Armistice Day.

ABSENT

1. Apologies had previously been approved for Cllr S Newton.

CLARIFICATION OF ALLOWABLE APOLOGIES

2. **RESOLVED to amend Standing Orders to include that in the future all reasons given for apologies for absence offered by Councillors should be referred by the Clerk, to the Council for its approval.**

MINUTES OF FULL COUNCIL MEETING HELD ON 14 OCTOBER 2019

3. **RESOLVED that the minutes of the meeting held on 14 October 2019 be confirmed as a true and accurate record and signed by the Chairman.**

DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT.

4. None.

COMMUNICATIONS WITH YLCA AND REGULATORY BODIES

5. The Chairman advised that he and the Clerk had once again been to see the Monitoring Officer. The Clerk also explained that he had been in touch with YLCA in order to get its opinion on the document entitled "Ethical Standards for Providers of Public Service". Its reply stated that the document did not concern itself with a Code of Conduct for council officers and stressed once again that there was no formal code of conduct for council employees.

WAR MEMORIAL

6. The Clerk advised the Council that having read information from DEFRA he was of the opinion that the siting of a new war memorial on the village green was not unlawful. The Chairman then summarised the situation stating that it would be very unlikely for the Council to be prosecuted should it allow for such a construction to take place on the village green. The situation was then discussed.

RESOLVED that the Council believed that the construction of a new war memorial on the village green was not of sufficient risk to refuse the request. RESOLVED that permission was given to construct a new war memorial on the village green. The location approved was in the current diamond shaped flower-bed adjacent to Grey Firs.

CASH CHECK

7. Two Councillors had carried out a Cash Check on 4 November 2019 checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

FINANCIAL STATEMENT – OCTOBER 2019

8.

Details		Amount
<u>Receipts to 31 October 2019</u>		
Rent		520.00
Haxby Netball		1000.00
York Diocese		162.50
Carnival Donation		51.33
Barclays Loyalty Reward		3.22
		1737.05
<u>Payments to 31 October 2019</u>		
Haxby Memorial Hall - Rent	DP	304.00
North Yorkshire Pension Fund	DP	1589.76
HMRC	DP	1157.95
Npower	DD	511.00
Salaries	DP	4393.80
Dean Landscapes	DP	1003.20
Barclays (Charges)	DP	16.10
R Fitch	DP	60.00
Talk Talk	DD	27.00

All Design & Print	DP	320.00
Sports Turf Services	DP	546.00
York Diocese	DP	162.50
City of York Council	DP	54.39
D Blissett & Son	DP	96.00
Geoff Newbold	DP	110.00
Annette Jackson	DP	80.00
Anita Thompson	DP	180.00
Barclaycard	DD	40.00
Lynda Starkey Cleaning Services	DP	105.00
Royal British Legion	106823	117.00
Green Thumb	DD	444.00

11317.70

Balance as at 30 September 2019	139498.01
Receipts	1737.05
	<hr/> 141235.06
Payments	11317.70
	<hr/> 129917.36

RESOLVED that the financial statement as at 31 October 2019 which detailed payments totalling £11317.70 inclusive of VAT be approved.

HAXBY & WIGGINTON YOUTH & COMMUNITY ASSOCIATION

9. Up to-date accounting information was **RECEIVED** from Haxby and Wigginton Youth and Communities Association as required in relation to its grant request, which had been approved within the 2019-2020 budget.
RESOLVED to release the 3rd quarter of the approved grant (£2500).

2020-2021 LEVIES AND RENTS

10. It was agreed that the setting of levies and rents for allotment plots, football clubs, netball clubs and the fair would be on the agenda for the next meeting of the Recreational and Open Spaces Committee to discuss and resolve and that the rent for Little Pickles Day Nursery would be discussed and resolved at the next meeting of the Community Assets Committee.

POLICE REPORT FOR THE MONTH OF OCTOBER 2019

11. The police report for October 2019 had been circulated to Councillors before the meeting. In addition the Chairman advised that Operation Joypad would be taking place within Haxby on 18th November 2019
The police report for the month of October 2019 was RECEIVED.

STANDING ORDERS

12. Details of a small amendment within Section 9d of Standing Orders was explained to the Council by the Chairman. The item related to the number of days that revised agenda items should be with the Clerk prior to meetings. The amendment was that the number of days should read 4 instead of 3.
RESOLVED that Standing Orders should be amended to read 4 days instead of 3 within item 9d of Standing Orders.

CO-OPTION OF NEW COUNCILLORS

13. The Chairman explained to Councillors that Peter Acaster had sent to him a letter of resignation. He then reminded Councillors of the need now to co-opt 3 new Councillors to Haxby Town Council.

At this point, the Chairman began the process of the removal of Councillor Richardson from the meeting, following two earlier verbal warnings due to his behaviour, but the Councillor moved to leave the meeting himself. Before leaving the room, the Councillor addressed the clerk direct, in close contact and in an unacceptable manner. He was warned by two members that his behaviour could constitute common assault. Councillor Richardson then left the meeting at 8.26pm. The Clerk was advised by the Council to contact the police about the incident. Members expressed their concern and discussed the incident.

RESOLVED that the Chairman will lodge a formal complaint regarding the behaviour of Councillor Richardson with the CYC Monitoring Officer, from the corporate body that is Haxby Town Council and under its Code of Conduct.

AMENITIES COMMITTEE

14. The Chairman advised Councillors that following the dissolution of the Amenities Committee at last month's Full Council meeting, the action also resulted in the dissolution of any sub-committees of the Amenities Committee namely the Ethel Ward Playing Field Committee and the Allotment Committee.

LIBRARY UPDATE

15. The Chairman gave an update based on his current understanding of the situation. This included the fact that the main lease on the land would now be with City of York Council instead of the Scouts. The Clerk was asked to arrange a meeting with the Scouts in order to understand their take on the situation.

UPDATE ON REVIEW OF EMAIL ADDRESSES AND WEBSITE

16. No update.

CiLCA

17. The Clerk advised that the cost of registering for the first part of the CiLCA qualification (ILCA) was £90 plus VAT.

HAXBY UNITED CHARITIES - GRANT

18. **RESOLVED to release the grant to Haxby United Charities of £100, which had been previously agreed by the Council.**

HABITUAL OR VEXATIOUS COMPLAINTS POLICY

19. The Clerk raised the issue as to whether the Council should consider having a Habitual or Vexatious Complaints Policy. The Council believed that it should and that the Clerk should contact YLCA in order to obtain a template. The Chairman advised that from now on the council office was to be locked during opening hours and that anyone seeking attention should ring the bell. In addition he explained that Councillors should only visit the council office when they have a justifiable reason for doing so.

CHRISTMAS LIGHTS

20. The timetable and list of events prepared by the Haxby & Wigginton Traders' Association for the lighting of the Haxby lights was explained by the Chairman and the Clerk. The Chairman added that the Traders' Association were controlling all aspects of the event. The Council insisted that it should be involved.
RESOLVED to grant up to £100 towards the provision of drinks and mince pies etc. on the night.

HAXBY UNITED CHARITIES – AFTERNOON TEA

21. The Chairman explained that helpers were required for forthcoming afternoon tea in January. A paper was then passed around asking for councillors to fill the form detailing their availability.

VE DAY 75

22. Prior to the meeting the Clerk had distributed a paper regarding events taking place next year to commemorate VE Day, which will be 75 years ago during 2020. The Clerk was asked to contact Wigginton Parish Council in an attempt to arrange a meeting with its Councillors, Haxby Town Council representatives, Rector Kathryn Jackson and the History Society.

MEMORIAL HALL – COMMUNITY PAYBACK

23. **RESOLVED** that the Council had no objection in principle for the Memorial Hall Trustees to use the Community Payback scheme to repaint the Council Office, providing that the logistics of the maintenance are acceptable.

WHITE ROSE UPDATE

24. No White Rose Update had been received at the time of the meeting.

PLANNING COMMITTEE

25. The minutes of the meeting held on 4 November 2019 were **RECEIVED**.

MATTERS FOR INCLUSION

26. The Chairman reminded Councillors that matters for inclusion on the agenda for the next Full Council meeting should be with the Clerk no later than 7 days prior to the meeting. (Standing Order 4.1)

The meeting closed at 9:03pm

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Chairman

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