

MINUTES of the meeting of Haxby Town Council held on Monday 22 July 2019 in the Memorial Hall, Haxby, at 7.30 pm.

PRESENT

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

In addition 3 members of the public were present; Mr Thomas Carmichael, Mr Peter Acaster and Mr Martin Crosby.

APOLOGIES

- 1 Apologies had previously been approved for Cllr S Newton and no other members were absent.

MINUTES OF FULL COUNCIL MEETING HELD ON 17 JUNE 2019

2. **RESOLVED that the minutes of the meeting held on 17 June 2019 be confirmed as a true and accurate record and signed by the Chairman.**

MINUTES OF EXTRAORDINARY FULL COUNCIL MEETING HELD ON 16 JULY 2019

3. **RESOLVED that the minutes of the meeting held on 16 July 2019 be confirmed as a true and accurate record and signed by the Chairman.**

DECLARATIONS OF INTEREST

4. None.

At this stage the meeting was suspended to allow Thomas Carmichael and Peter Acaster to introduce themselves and explain their reasons for wanting to become Haxby Town Councillors. After doing so the 2 gentlemen left the meeting and the Chairman unsuspended the meeting.

RECEIPT OF STANDING ORDERS

5. All Councillors present and who had not signed last month, signed to acknowledge receipt of a copy of Standing Orders.

COMMUNICATIONS WITH YLCA

6. None.

CASH CHECK

7. Two Councillors had carried out a Cash Check on 18 July 2019 checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

FINANCIAL STATEMENT – 30 JUNE 2019

8.

Receipts to 30 June 2019

Rent	520.00
Carnival Stall Bookings	110.00
Barclays Loyal Reward	5.46
Allotment Rents	35.00
Carnival Sponsorship	165.50
Barclays Bank Interest	36.35

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872.31

Payments to 30 June 2019

Haxby Memorial Hall - Rent	DP	304.00
North Yorkshire Pension Fund	DP	1589.76
HMRC	DP	1157.95
Npower	DD	511.00
Salaries	DP	4248.00
Dean Landscapes	DP	1123.20
R Fitch	DP	60.00
Zurich Insurance	DP	1403.65
Cash (Petty Cash)	106808	130.87
Barclays (Charges)	DP	27.28
Sports Turf Services	DP	990.00
Talk Talk	DD	27.00
All Design & Print	DP	54.00
All Design & Print	DP	320.00
Barclaycard	DD	172.07
Cash (Carnival)	106810	580.00
City of York Pipe Band (Carnival)	106811	500.00
Lord Mayor's Own Scout Group	106812	80.00

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(Carnival)		
York Birds of Prey (Carnival)	106815	185.00
Balancebest (Carnival)	DP	67.20
BT	DD	291.29
		13822.27
Balance as at 31 May 2019		126053.57
Receipts		872.31
		126925.88
Payments		13822.27
Balance carried forward		113103.61

**RESOLVED that the financial statement as at 30 June 2019 which detailed payments totalling £13822.27 inclusive of VAT be approved.**

**POLICE REPORT FOR THE MONTH OF JUNE 2019**

9. The police report for June 2019 had been circulated to Councillors before the meeting. The Chairman then went through the reported incidents and concern was raised that the levels of incidents were on the increase and that one item of knife crime was also evident. The Council was most concerned about this and Cllr Richardson explained that some crime was as a result of the foreign students who come and stay with families within the village. The Council asked the Clerk to write to the police asking for attendance at the next meeting (copying in the Police and Crime Commissioner) and also to the lady who organises the arrival and departure of the foreign students.

**The police report for the month of June 2019 was RECEIVED.**

**HAXBY & WIGGINTON YOUTH AND COMMUNITY SERVICE - GRANT**

10. The Chairman then asked Martin Crosby of Oaken Grove Community Centre to give the Council an update on the current financial situation relating to Oaken Grove Community Centre in order for the Council to decide whether or not to release the second quarterly payment (£2500) of the £10000 awarded this year to the Haxby & Wigginton Youth and Community Service. Following a lengthy discussion the Council agreed that the second instalment could be released.

**RESOLVED to release the second quarterly payment of £2500 to Haxby & Wigginton Youth and Community Service.**

Martin Crosby then left the meeting.

### CO-OPTION OF NEW COUNCILLORS

11. The Council discussed the two applicants who had previously introduced themselves in order to resolve their co-option on to the Council. The opinion of the Council was that both gentlemen were very well qualified for the role and would be of great benefit to the Council.

**RESOLVED that both Peter Acaster and Thomas Carmichael were unanimously co-opted on to Haxby Town Council. It was also added that the Chairman and the Clerk should check which Ward each would represent and also which Committee they should be assigned to.**

### FREEDOM OF HAXBY EVENT

12. The Chairman reiterated the resolution made at the Extraordinary meeting of the Town Council on 16 July 2019 that the Freedom of Haxby event scheduled to take place on August 2<sup>nd</sup> 2019 would solely consist now of awarding the Freedom of Haxby awards as the Council had disengaged itself from the Community Awards being planned by Oaken Grove Community Centre.

### COMMITTEES' TERMS OF REFERENCE

13. The Chairman reiterated the need for each Committee of the Council to come up with wording for the its Terms of Reference. Once produced these will be discussed and approved by the Full Council.

### STANDING ORDER REVIEW

14. The Chairman explained that the review of Standing Orders was still ongoing but that in the interim NALC's Standing Order template had been updated to include items specific to Haxby Town Council's Committees. He also reminded Councillors to read Standing Orders prior to the next meeting particularly focusing on Section 1 as it was apparent that this had not been done as requested at last month's meeting.

### CLERK'S APPRAISAL

15. The Chairman reported that the Clerk's appraisal had been carried out in compliance with the agreement made during the April Full Council meeting.

### DOCUMENT MANAGEMENT SYSTEM

16. The Clerk had sent to all Councillors the HTC Document Management System briefing before this meeting. The briefing gave details of how long documents need to be retained by the Council before they can be destroyed. The Clerk then added that all files would be gone through in order to comply with these requirements.

YORK'S FLOOD ALLEVIATION SCHEME

17. The Clerk reported that he had received no response from Cllr Ian Cuthbertson following last month's meeting at which he had agreed to try and get information relating to the flooding and drainage situation within Haxby. The Council asked the Clerk to chase the matter up with the Ward Councillors. The Chairman also took the opportunity to ask Councillors to treat any guests/visitors at meetings courteously.

ROUGH SLEEPERS

18. The Clerk explained that he had been on to City of York Council's website to establish what its plans are for dealing with rough sleepers. The website clearly states that people sleeping rough are those persons who sleep out 'under the stars' or in temporary shelter such as bus stops and sheds. Their recommendation if rough sleepers are seen is to contact the Salvation Army on telephone: 01904 405330. The Clerk was asked to contact local parish councils to see if they have procedures in place for dealing with rough sleepers and to also contact churches and other interested parties in order to see whether there is a need to set up a local group to react, should rough sleepers be found in the village.

WHITE ROSE UPDATE

19. The most recent issue of the White Rose update was received.

AMENITIES COMMITTEE

20. The minutes of the meeting held on 24 June 2019 were received.

PLANNING COMMITTEE

21. The minutes of the meeting held on 1 July 2019 were received.

MATTERS FOR INCLUSION

22. 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 8:50pm

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Chairman

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

22 July 2019