

MINUTES of the meeting of Haxby Town Council held on Monday 10 February 2020 in the Memorial Hall, Haxby, at 7.30pm.

PRESENT

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

APOLOGIES

1. All Councillors were present.

REASONS FOR ABSENCE APPROVED

2. Not applicable

MINUTES OF FULL COUNCIL MEETING HELD ON 13 JANUARY 2020

3. **RESOLVED that the minutes of the meeting held on 13 January 2020 were confirmed as a true and accurate record and signed by the Chairman.**

During this item a heated exchange took place resulting in the Chairman issuing a warning to Cllr Richardson under Section 2 of Standing Orders (Disorderly Conduct). The warning had no effect and so a proposal was put forward and seconded to have Cllr Richardson excluded from the meeting under Section 2 of Standing Orders.

RESOLVED that Cllr Richardson was excluded from the meeting.

At this stage Cllr Richardson refused to accept the decision and remained in his seat throughout the rest of the meeting as the remaining councillors went about their duties.

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

4. Cllrs Guilford, Rice and Harrison all declared an interest as trustees of Haxby United Charities.

COMMUNICATIONS WITH YLCA AND REGULATORY BODIES

5. The Chairman explained that he had had various communications with outside bodies and that he would explain the outcome of these at the relevant times within the rest of the meeting.

CASH CHECK

6. Two Councillors had carried out a Cash Check on 6 February 2020 checking cash held, transfers between bank accounts and online direct payments and had found everything to be in order.

FINANCIAL STATEMENT – JANUARY 2020

7.

Details

Amount

Receipts to 31 January 2020

Sarah Trivett	1040.00
Barclays Loyal Reward	2.39
Haxby Netball	60.00
City of York Council	22151.68
Cemetery Admin	1214.40
Haxby Town FC	1480.00
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	25948.47
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Payments to 31 January 2020

Haxby Memorial Hall - Rent	DP	304.00
Sleightholm Landscapes	DP	720.00
North Yorkshire Pension Fund	DP	1589.76
HMRC	DP	1137.15
Npower	DD	511.00
Salaries	DP	4268.80
Park Lane Playgrounds	DP	84.00
CAB	DP	1820.00
Barclays (Charges)	DP	17.94
City of York Council	DP	54.39
Talk Talk	DD	27.00
R Fitch	DP	60.00
Barclaycard	DP	50.00
Complete Business Solutions	DP	282.91
Cemetery Committee	DP	839.61
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		11766.56
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Balance as at 31 December 2019

109035.29

10 February 2020

Receipts	25948.47
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	134983.76
Payments	11766.56
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Balance carried forward	123217.20
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RESOLVED that the financial statement as at 31 January 2020 which detailed payments totalling £11766.56 inclusive of VAT be approved.

POLICE REPORT FOR THE MONTH OF JANUARY 2020

8. The Chairman made comment that the report was following the same trends as in previous months. The Clerk made comment that as requested at the last meeting he had written to the Chief Constable of North Yorkshire Police about attending a Town Council meeting and that although an acknowledgement had been received no reply had been forthcoming.

CO-OPTION OF NEW COUNCILLORS

9. No names were presented and an insertion into the next Town Crier was required to highlight the vacancies.

PARKING IN FRONT OF SAINSBURY'S

10. The Council heard that quotes had been received concerning both the patching and resurfacing of the parking area in front of Sainsbury's. The patching quote was for £950 plus VAT and the full resurfacing quote was for £9880 plus VAT. Cllr Wyatt, chairman of the Community Assets Committee (CAC), explained that the CAC preferred the option of the full resurfacing but that due to the high cost further quotes were going to be required as was a more detailed explanation of the work to be carried out. The Council agreed that the way forward was for the area to be resurfaced but that in the interim the area should be patched as it was considered dangerous on the grounds of health and safety.

RESOLVED to approve the patching of the area at a cost of £950 plus VAT under health and safety and also for the Clerk to acquire more quotes and full job descriptions in respect of the full resurfacing of the area.

HWYCA - GRANT

11. **RESOLVED to release the 4th Quarterly grant payment of £2500 to Haxby & Wigginton Youth and Community Service under Section 137.**

STAFFING COMMITTEE TERMS OF REFERENCE

12. Draft Staffing Committee Meeting Terms of Reference were circulated. These had been produced following consultation with YLCA.

RESOLVED to approve the Staffing Committee Terms of Reference subject to the inclusion of a clause stating that the Staffing Committee has a contingency budget of £500

PORTAKABIN

13. Cllr Rice reported that he and Cllr Guilford were to meet the York representative for Portakabin at 8.30am on Wednesday 12th February 2020.

VE DAY 75 AND VJ DAY 75

14. No update. Item carried forward.

SANDY LANE

15. The Chairman explained that approximately 20 years ago a request had been made by Haxby Town Council to have Sandy Lane registered as a bridleway as it didn't appear on the distinctive map of the area. This item had been recently discussed by the Planning Committee which had decided to wait for a City of York Council request for comment before deciding how to react. It was agreed that this action should be followed but in the interim investigations could take place in order to try and establish what the impact of the proposed changes would be on residents of Sandy Lane.

TOWN CRIER

16. The Council discussed the future production of the Town Crier during which the Chairman expressed concerns about the lack of input that the Council has in to the Town Crier. It was agreed that the staff would have the final say on the Town Crier but the draft should be put past the Chairman prior it being sent to the printers.

HAXBY UNITED CHARITIES AFTERNOON TEA

17. The Chairman briefed the Council on the afternoon tea event which had recently taken place. Everyone agreed that the event had been a success.

The Chairman then explained the intricacies of the administration of Haxby United Charities and in particular how it is separate to that of the Council. He added that following guidance from YLCA the Council did not have the necessary power to allow staff-time to be spent working on Charity work. It was agreed that the Council should meet with the Trustees of Haxby United Charities to discuss the situation.

DEFIBRILATOR

18. The Council asked the Clerk to make enquiries in to having a defibrillator installed in the old BT telephone box on York Road and report back.

UPDATE ON REVIEW OF EMAIL ADDRESSES AND WEBSITE

19. The Chairman explained that he and the Clerk had met with a representative from WJP Software limited regarding the updating of the Council website and email facility. Details of a “demo” site had been sent out prior to the meeting to all Councillors and a quote for providing the facility of £1335.20 plus VAT had been received. The Chairman explained that the Clerk was in the process of contacting a second company in order to explore an alternative.

WHITE ROSE UPDATE

20. The latest White Rose Updates were **RECEIVED.**

STAFFING COMMITTEE

21. The minutes of the meeting held on 17 January 2020 were **RECEIVED.**

RECREATIONAL & OPEN SPACES COMMITTEE

22. The minutes of the meeting held on 20 January 2020 were **RECEIVED.**

COMMUNITY ASSETS COMMITTEE

23. The minutes of the meeting held on 20 January 2020 were **RECEIVED.**

CEMETERY COMMITTEE

24. The minutes of the meeting held on 28 January 2020 were **RECEIVED.**

PLANNING COMMITTEE

25. The minutes of the meeting held on 3 February 2020 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 8.37pm

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Chairman

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