

MINUTES of the Meeting of Haxby Town Council held on Monday 12 November 2018 in the Memorial Hall, Haxby, at 7.30 pm.

<u>PRESENT</u>	Cllr D Rice (Chairman)	Cllr M Guilford
	Cllr M Harrison	Cllr E Samuel
	Cllr S Newton	Cllr I Craven
	Cllr T Richardson	Cllr N Wyatt
	Cllr D Harkess	Cllr R Cousans
	Cllr D Lee	Cllr C Mulholland
	Mark Scott (Clerk)	

Also present were City of York Councillor Ian Cuthbertson, Andy Laslett (CYC), Sara Garbacz (Explore), Gary Robson (Haxby & Wigginton Scouts), Adrian Pomfrett (Haxby & Wigginton Scouts) and a lady from the Friends of Haxby Library.

#### APOLOGIES

1. Apologies were received from Cllr M Crawford and Cllr M Preston

#### MINUTES OF FULL COUNCIL MEETING

2. **RESOLVED that the minutes of the meeting held on 8 October 2018 be confirmed as a true and accurate record and signed by the Chairman.**

#### DECLARATIONS OF INTEREST

3. None

#### HAXBY & WIGGINTON SCOUT GROUP/LIBRARY

4. Prior to the meeting starting the Councillors had heard from Andy Laslett, Sara Garbacz, Gary Robson and Adrian Pomfrett about plans to extend the existing Scout Hut on York Road and to incorporate the new Haxby & Wigginton library in to it. In order for the proposals to go forward Gary Robson requested that the existing 21year lease (approximately 9 years remaining) be extended to 99 years.  
**RESOLVED to approve the request to extend the lease to 99 years subject to confirmation by Haxby Town Council's solicitors that after the expiry of the 15 year sub-lease between City of York Council and the library that any subsequent change of use would be subject to approval by Haxby Town Council. Also that if during the 99 year lease, the Scouts should cease their activities, the building should revert to Haxby Town Council ownership in order for it to be used for the benefit of the community.**

POLICE WARD REPORT FOR OCTOBER 2018

5. The Police report for October 2018 was **RECEIVED**, however the Councillors expressed concerns over the rising crime numbers and as a result asked for the Clerk to invite Inspector Lee Pointon to either the December or January meeting of the Town Council.

CASH CHECK

6. Two Councillors had carried out a Financial Cash Check on 5 November 2018, checking, cash held, transfers between bank accounts and online direct payments. Everything had been found to be in order.

FINANCIAL STATEMENT – OCTOBER 2018

7.

Details	Amount
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Receipts to 31 October 2018

Sarah Trivett - Nursery Rent	520.00
VAT	3588.94
Cemetery Admin	735.08
Northern Electric	4.60
National Grid	2.17
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	4850.79

Payments to 31 October 2018

Haxby Memorial Hall - Rent	DP	304.00
North Yorkshire Pension Fund	DP	1540.64
HMRC	DP	1125.84
Npower	DD	61.00
Dean Landscapes	106788	561.60
Dean Landscapes	106789	1123.20
Park Lane Playgrounds	106790	1830.00
The Royal British Legion	106791	117.00
Petty Cash	106792	27.48
Dean Landscapes	106793	1123.20
R Fitch	106794	60.00
Complete Business Solutions	DP	13.69
Geoff Newbold	DP	110.00
Anita Thompson	DP	260.00
YLCA	DP	77.61

All Design & Print	DP	320.00
SJ Danby	DP	22138.20
Green Thumb	DP	414.50
Haxby Memorial Hall - Electric	DP	42.15
Talk Talk	DD	23.31
Barclaycard	DD	40.00
Salaries	DP	4114.73
		<hr/>
		35428.15
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Balance as at 30 September 2018		126946.57
Receipts		4850.79
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		131797.36
Payments		35428.15
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Balance carried forward		96369.21
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**RESOLVED that the financial statement as at 31 October 2018 which detailed payment totalling £35428.15 inclusive of VAT be approved.**

#### COMMUNICATIONS WITH YLCA

8. Cllr Guilford explained that since last month's meeting he and the Clerk had attended a meeting with YLCA regarding several matters including the Staffing Committee.

#### MATTERS ARISING FROM COMMUNICATIONS WITH YLCA

9. Cllr Guilford explained that the meeting he and the Clerk had attended with YLCA had covered a number of topics and had raised a number of issues concerning unclear advice given previously by YLCA and that these issues were to be covered later in this evening's agenda.

#### STAFFING COMMITTEE

10. Cllr Guilford expressed concerns over the make up and Terms of Reference of the Staffing Committee and these were then discussed by the Council. The Council agreed to wait until the YLCA's Health Check had been completed in order to see what suggestion they had before the re-writing of the Terms of Reference. They also discussed the need to augment the existing Staffing Committee by increasing the number of Councillors on the Committee to 6.
- RESOLVED to appoint Cllrs Harkess, Lee and Craven to the Staffing Committee.**

## CASE BETWEEN COUNCILLOR HARVEY AND LEDBURY TOWN COUNCIL

11. The Clerk and Cllr Guilford explained the details of a recent court case between a Councillor Harvey and Ledbury Town Council. The result of this case being that the Town Council had gone beyond its powers when it disciplined Cllr Harvey following a grievance brought against her by Ledbury Town Council's Clerk and Deputy Clerk. As a result the Haxby Clerk advised that the decision taken to exclude Cllr Guilford from all its Committees on 13 November 2017 (page 6620 item 4), despite having received prior guidance from YLCA, was not safe.
- RESOLVED that the decision to exclude Cllr Guilford from all Committees taken on 13 November 2017 be QUASHED and that Cllr Guilford be reinstated to all Committees forthwith.**

## EX-OFFICIO STATUS

12. Cllr Guilford explained that he believed that the ex-officio inclusion of the Chairman and Vice-Chairman on the Planning Committee, Amenities Committee and Staffing Committee resulted in them having too much influence in Council business and as such asked for ex-officio rights to be removed from all Committees.
- RESOLVED that ex-officio rights will be removed from all Committees with effect from the May 2019 meeting of Haxby Town Council.**

## REPORT FROM FINANCE COMMITTEE MEETING

13. Cllr Harrison explained that as at the end of October 2018 there was no significant change to the year end forecast and that the Finance Committee will approach this Council with it's proposal for the 2019/2020 budget and precept at the January 2019 meeting.

## REPORT ON THE EVENT MARKING 100 YEARS SINCE THE END OF WW1

14. Cllr Samuel explained that the event marking 100 years since the end of WW1 had been a great success and had been very well attended throughout the day. It was agreed that the Clerk should write to the Haxby & Wigginton History Society to express the Council's appreciation for all of their efforts.

## NEIGHBOURHOOD PLAN

15. Cllr Mulholland explained that the Neighbourhood Plan Working Party had met recently with City of York Council and that they thought the plan was moving in the right direction.

## HAXBY LIGHTS

16. Cllr Mulholland explained that the Haxby Traders Association had "taken up the baton" in respect of the turning on of the Haxby lights and that they were presently pulling together a programme of events for the evening of 29 November 2018. Cllr Mulholland then called for volunteers to help out on the evening.

**RESOLVED to award a grant of £100 to the Haxby Traders Association towards the provision of refreshments on the night.**

#### CARNIVAL COMMITTEE

17. The Clerk explained that for various reasons the Carnival Committee was in desperate need of new members.  
**RESOLVED that Cllr Cousins and Cllr Mulholland be appointed to the Carnival Committee.**

#### REPLIES RESULTING FROM LETTER TO GOVERNMENT CONCERNING FRACKING

- 18 Responses from the letter concerning fracking which had been sent to 2 Government Ministers, Claire Perry and James Brokenshire were **RECEIVED**.

#### YORKSHIRE WATER – DRAINAGE ISSUES WITHIN THE VILLAGE

19. Cllr Richardson stated that he was still in the process of trying to get representatives from Yorkshire Water to come to Haxby Town Council to discuss drainage issues within the village.

#### YLCA HEALTH CHECK

20. The Clerk explained that no response had been received from YLCA in respect of the Health Check.

#### YLCA'S EXPERIENCED CLERKS COURSE

21. The Clerk explained that he had recently attend an “Experienced Clerks” training course and that this had raised a number of issues. The Clerk then clarified procedures concerning apologies, minutes and the role of Ward Councillors at Haxby Town Council meetings. With regard to the later point he stated that Ward Councillors not on Haxby Town Council have no right to speak at meetings other than those that an ordinary member of the public would have. In addition he added that any Ward Councillor on Haxby Town Council attends meetings as a Town Councillor only and that any questions of City of York Council should be asked outside of the meeting through the correct channels. Finally he mentioned staff security particularly around lone working.  
**RESOLVED that the Clerk is to look in to appropriate alterations to the entrance door of the office in order to improve security and report back to the Council.**

#### SOCIAL MEDIA POLICY

22. This item was carried forward to the next meeting.

ANNUAL REVIEW OF STANDING ORDERS

23. The Clerk explained that documentation in respect of the Health Check had been sent to YLCA but that as yet no response had been received.

PARISH COUNCILS' MEETING WITH JULIAN STURDY MP

24. Cllr Guilford gave feedback from the Parish Councils' meeting with Julian Sturdy MP which had taken place recently. He explained that the topics covered had included proposals to dual the A1237, extending the A64, the Local Plan, Flooding, 4G coverage, Sewage, Brexit and Fracking.

AMENITIES COMMITTEE

25. The minutes of the meeting held on 22 October 2018 were received.

CEMETERY COMMITTEE

26. The minutes of the meeting held on 23 October 2018 were received.

PLANNING COMMITTEE

27. The minutes of the meeting held on 5 November 2018 were received.

FINANCE COMMITTEE

28. The minutes of the meeting held on 5 November 2018 had not been issued prior to the meeting.

MATTERS FOR INCLUSION ON THE NEXT AGENDA

29. The Chairman reminded Councillors that matters for inclusion on the Agenda should be with the Clerk 7 days prior to the date of the meeting (Standing Order 4.1 as amended above).

The meeting closed at 9.37pm

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Chairman

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