

MINUTES of the meeting of Haxby Town Council held on Monday 12th July 2021 at The Oaken Grove Community Centre, Reid Park, Haxby at 6.45pm

PRESENT

Cllr M Guilford (Chairman)	Cllr M Harrison
Cllr E Shaw	Cllr K O'Sullivan
Cllr D Rice	Cllr G Cockburn
Cllr L Beverley	Cllr T Carmichael

Also present: 2 members of the public.

APOLOGIES

1. Cllr E Pearson & Cllr M Preston had sent their apologies prior to the meeting.

REASONS FOR ABSENCE APPROVED

2. The reasons for the absence of Cllr E Pearson and Cllr M Preston were approved.

MINUTES OF THE MEETING HELD ON 14 JUNE 2021

3. **RESOLVED that the minutes of the meeting held on 14 June 2021 were confirmed as a true and accurate record and signed by the Chairman.**

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

4. None.

COMMUNICATIONS WITH YLCA AND OTHER REGULATORY BODIES

- 5.

- The Chairman advised the council that he had had a number of discussions with YLCA and the Monitoring Officer. The YLCA discussions were held to update the chairman on the appropriate process for the hiring of office staff.

RESOLVED that the council delegate authority and a budget of £750 to the Staffing Committee in order to arrange for YLCA to carry out a Staff Hours Study.

RESOLVED to set a side a budget and delegated authority to the Staffing Committee to contract temporary staff should the need arise. The budget was set at the monthly base salary of the deputy clerk role.

RESOLVED that Cllrs Rice and O'Sullivan were appointed to the Staffing Committee for the duration of the hiring process in order to allow for the Staffing Committee meeting to remain quorate.

- The Chairman also reported that he had asked YLCA to advise whether councillors had the right to video record council meetings (This arose due to the term 'Members of the Public' in regulations).
- The Chairman added that he had contacted The Monitoring Officer to determine if a motion that was being considered for the agenda could be considered to be ultra-vires. The Monitoring Officer had responded by saying that subject to a vote of the council, the action being considered could be available to the council. The Monitoring Officer noted a case where another council had successfully implemented such action.
- The Chairman then added that he felt the council needed to take further action to review the outstanding conduct issues. It was proposed therefore to set up a temporary committee to investigate whether there were risks to the council and to determine what action, if any, the council should take. The committee would also act as a panel to hear anything the councillor involved had to say in their defence.
RESOLVED that such a committee should be formed and that the following councillors would make up the committee: Cllrs Guilford, Harrison, Carmichael, Rice, Beverley, O'Sullivan, Shaw, Cockburn, Craven, Preston, Pearson and Wyatt.

Cllr Cockburn wished it be noted that he abstained from the vote.

CASH CHECK

6. Cllrs Harrison and Rice confirmed that a Cash Check had been carried out in respect of June 2021.

FINANCIAL STATEMENT – JUNE 2021

7.

Details	Amount
<u>Receipts to 30 June 2021</u>	
Welcome Nurseries	520.00
Allotment Rents	290.00
HMRC VAT Refund	4940.76
Barclays	5.61
Cemetery Admin Fees	754.40
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	6510.77

Payments to 30 June 2021

Haxby Memorial Hall - Rent	DP	304.00
NY Pension	DP	1491.71
HMRC	DP	1183.60
Salaries	DP	4371.60
Eon	DD	1468.74
Barclays	DP	18.50
R Fitch	DP	60.00
Barclaycard	DD	481.15
Complete Business Solution	DP	14.52
Sleightholm Landscapes	DP	240.00
HWYCA - Room rent	DP	25.00
Park Lane Playgrounds	DP	180.00
Trevor Coates	DP	726.00
York CAB	DP	682.50
Headlands School PTA	DD	250.00
Business Stream	DP	50.29

11547.61

Balance as at 31st May 2021	140231.93
Receipts	6510.77
	<hr/> 146742.70
Payments	11547.61
	<hr/> 135195.09

RESOLVED that the financial statement as at 30 June 2021 which detailed payments totalling £11547.61 inclusive of VAT be approved.

BUDGET TO ACTUAL FIGURES AS AT 30 JUNE 2021

8. **The budget to actual figures for the quarter ending 30 June 2021 were RECEIVED.**

HWYCA GRANT REVIEW

9. The treasurer from Oaken Grove had been unable to attend the meeting.
RESOLVED that in view of his absence the council approved the release of a portion of the Section 137 grant that was due this quarter on the understanding that no further release of funds would be authorised until the council receives the scheduled update as per the grant approval conditions.

The Clerk is to arrange for the treasurer of Oaken Grove Community Centre to attend the next meeting.

PAVILION MAINTENANCE

10. **It was suggested that the monies set aside to upgrade the pavilion veranda be released back into the general fund as it is unlikely the council will be unable to carry out the work in the current year. It was proposed that that the money, excepting the £1000 already set aside for playground funding, is made available for the urgent maintenance of the pavilion – APPROVED.**

POLICE REPORT FOR JUNE 2021

11. **The police report for June 2021 was RECEIVED.**

PERSONS WISHING TO BE CO-OPTED

12. The two members of the public in attendance introduced themselves and expressed their reason for wishing to be co-opted on to Haxby Town Council.

EXCLUSION OF MEMEBERS OF THE PUBLIC AND THE PRESS

13. **RESOLVED that any press and members of the public in attendance be excluded from the next item.**

The two members of the public then left the meeting.

CO-OPTION OF NEW COUNCILLORS

14. **RESOLVED that Mr B Brown be co-opted to the current council vacancy.**

In addition, as the council was aware of another upcoming vacancy, it was suggested the clerk should inform the unsuccessful applicant that they might be considered for that future vacancy should they so wish. It was also suggested the applicant be invited to participate on either a sub-committee or Haxby United Charities to allow them to become more familiar with the council and its staff and members.

HAXBY TRADERS ASSOCIATION

15. The Chairman reported that he had been attending the meetings of the Haxby and Wigginton Traders Association (HWTA). He stated that HWTA were enthusiastic about improving the community and as such he felt closer cooperation between HWTA and HTC would be beneficial to the community as a whole.

ID CARDS

- 16. **RESOLVED** that the plastic ID cards held by some councillors were now very out of date and as such should be returned to the clerk.

WHITE ROSE UPDATES

- 17. The latest White Rose Updates were **RECEIVED**.

RECREATIONAL & OPEN SPACES COMMITTEE

- 18. The minutes of the meeting held on 21 June 2021 were **RECEIVED**.

COMMUNITY ASSETS COMMITTEE

- 19. The minutes of the meeting held on 21 June 2021 were **RECEIVED**.

STAFFING COMMITTEE

- 20. The minutes of the meeting held on 23 June 2021 were **RECEIVED**.

PLANNING COMMITTEE

- 21. The minutes of the meeting held on 5 July 2021 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 8.05pm

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Chairman

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