



Horsforth Town Council

Staffing Minutes and Action Points/Recommendations

Date of Meeting:	Tuesday, 07 June 2022	
Venue:	Mechanics Institute, Town Street, Horsforth, Leeds LS18 5BL	
In the Chair:	Simon Dowling	
Minute taker appointed:	Simon Dowling	
Present: (Tick if present)	Simon Dowling ✓	Richard Hardcastle ✓
	Chris Calvert ✓	John Garvani ✓
	Raymond Jones ✓	Dawn Collins ✓
	Becky Heaviside ✓	Tracy Stones ✓
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
In attendance (officers/guests):	none	
Apologies and reasons received and accepted from:	none	
Declarations of interest:	None	

ACTION POINTS AND RECOMMENDATIONS			
No.	Actions/Recommendations Agreed & Any Deadlines	Action assigned to	Tick when done
1	Minutes of previous meeting None		
2	Declaration of Disclosable Pecuniary and other Interests None declared		
3	To consider questions and comments from members of the public at the Chairman's discretion		

Signed Dated

ACTION POINTS AND RECOMMENDATIONS			
No.	Actions/Recommendations Agreed & Any Deadlines	Action assigned to	Tick when done
	None		
4	<p>To consider during the rest of the meeting and agenda item excluding the public from the meeting under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted</p> <p>Proposed: Cllr Collins Seconded: Cllr Garvani</p> <p>Agreed</p> <p>Members considered various items relating to the Clerks ongoing work within the council</p>		

Date of next meeting:	Tuesday 14th June
Meeting finished at:	18:10

Signed Dated