



Horsforth Town Council

Community and Environment and Action Points/Recommendations

Date of Meeting:	Thursday, 16 June 2022	
Venue:	Mechanics Institute, Town Street, Horsforth, Leeds LS18 5BL	
In the Chair:	John Garvani	
Minute taker appointed:	Simon Dowling	
Present: (Tick if present)	Simon Dowling ✓	Richard Hardcastle ✓
	Chris Calvert ✓	John Garvani ✓
	Samantha Dowling ✓	Peter Mallott ✓
	Eddie Hyndes ✓	Tracy Stones ✓
	Emmie Bromley ✓	Charlotte Sellers <input type="checkbox"/>
	Rob Jacques <input type="checkbox"/>	<input type="checkbox"/>
In attendance (officers/guests):	Click or tap here to enter text.	
Apologies and reasons received and accepted from:	Cllr R Jacques – Work Cllr C Sellers – Other commitments	
Declarations of interest:		

ACTION POINTS AND RECOMMENDATIONS			
No.	Actions/Recommendations Agreed & Any Deadlines	Action assigned to	Tick when done
1	To accept apologies and the reason for absence Proposed: CC Seconded: RH Agreed		
2	Declaration of Disclosable Pecuniary and other Interests None		

Signed Dated

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No.	Actions/Recommendations Agreed & Any Deadlines	Action assigned to	Tick when done
3	<p>To consider questions and comments from members of the public at the Chairman's discretion</p> <p>None</p>		
4	<p>Minutes of the previous meeting 3RD March 2022</p> <p>Proposed: RH Seconded: TS</p> <p>Agreed</p>		
5	<p>Grant/Sponsorship feedback</p> <p>None</p>		
6	<p>Grant and Sponsorship Applications</p> <p>None</p>		
7	<p>Good Citizen and Young Achiever Awards Scheme To confirm moving the awards presentations from the Annual Town Meeting to a different date and to consider any other recommendations:</p> <p>Proposal by SMD:</p> <p>To move the awards to be presented at Christmas Lights Switch on and that advertisement of awards is ongoing open from the 1st Jan with closing date being end of september for nominations to be considered at C&E meeting before lights switch on event.</p> <p>Seconded: EH</p> <p>Agreed</p> <p>ACTION: Advertise the awards scheme and new closing date on the Town Council social media sites and website.</p>		
8	<p>Christmas Lights 2022</p> <p>8.1 Consider quotes received by LCC</p> <p>Proposed: RH Seconded: CC</p>		

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	<p>Agreed</p> <p>8.2 Consider waiving requirement to seek 3 quotes as per financial regulations</p> <p>Proposed: RH Seconded: CC</p> <p>Agreed</p> <p>Any issues that are seen during the period of lights being on we need to keep that logged and reported into the office so that we can ensure LCC are made aware.</p> <p>ACTION: Request that when supplied they are tested and working.</p> <p>ACTION: Put order in with Leeds Lights and to investigate the other items usually needed for the lights switch on event.</p>		
9	<p>Events</p> <p>9.1 – Queens Platinum Jubilee 2022</p> <p>Well attended events and went down well within the community.</p> <p>Issues of the choir finding out late on Monday they were due to have 30 mins of singing on Thursday.</p> <p>9.2 – Horsforth Gala</p> <ul style="list-style-type: none"> • SMD will officially open the Gala • Ask for CIL suggestions • Photos of the jubilee celebration • Photos of 3 and 5 The Green that we have it. • Cllr EH to send to all Cllrs to ask for support to staff the stall for the day from 10:30am set up until 16:30/17:00 to finish and pack up. • Young achiever and Good citizen award advertising this, forms on the stall to take away. • Picture of 3&5 Green 		

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	<p>Proposal to pay £30 for the stall: RH Seconded: CC</p> <p>Agreed</p> <p>ACTION: Place order for gala pitch</p> <p>ACTION: Cllr Hyndes to email all Cllrs ask for people to staff the stall and to ask for volunteer to collect equipment and drop equipment off needed for the day</p> <p>Equipment needed:</p> <ul style="list-style-type: none"> - Roll of Paper for ideas – Cllr S M Dowling to provide - Different coloured pens - Table from office - Chairs from office - Pop up marquee from office <p>ACTION: Cllr SM Dowling and Stones to send photos of Jubilee events to office form them to be printed and laminated to be put on display</p> <p>ACTION: Office to print off information in regard to the awards scheme and a couple of application forms for each award</p> <p>9.3 – Other events</p> <ul style="list-style-type: none"> • Remembrance Day event – SLD will be liaising with Larry for the event – need to consider impending road works • Christmas Lights switch on event first Saturday of Dec <p>ACTION: Book first aiders for both events through St Johns Ambulance</p>		
10	<p>Civic Service 2022</p> <p>Noted</p> <p>Date and time: 10 July 2022, 6pm Venue: The Grove Methodist Church, Town Street</p> <p>To consider any action in relation to the Civic Service</p>		

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	<p>Office to send invite list to churches together for the event including representatives of neighbouring councils</p> <p>CC Proposal to make donation to the refreshments for the same amount as last year.</p> <p>Seconded: SMD</p> <p>Agreed</p> <p>ACTION: For Horsforth Town Council to make payment to Horsforth Churches Together as a donation towards refreshments.</p>		
11	<p>Horsforth Matters:</p> <p>To receive any updates and to consider and agree any action required.</p> <p>To note / approve the following payments:</p> <p>Ace Distribution – GPS tracked delivery of 9000 units £1,169.91</p> <p>Solopress – printing £808.26</p> <p>Proposed: SMD Seconded: TS</p> <p>Agreed</p> <p>Next edition to come out around October to advertise Christmas lights and Remembrance Day.</p> <p>Potential idea to have a note on the Councils position for Newlay Weir</p>		
12	<p>Newlay Weir</p> <p>12.1 - To note the Environment Agency Newlay Weir Investigation Independent review into the failure of Newlay Weir in January 2021 – previously circulated</p> <p>Noted</p> <p>12.2 To consider the request for assistance from the Chair of</p>		

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	<p>the Newlay Conservation Society and the Horsforth Civic Society. To include as a minimum considering whether the fish pass should be removed.</p> <p>SMD proposal to that Horsforth town council urges EA contractors to remove the fish pass and that the EA contractors do all they can to conserve the weir. Any work that is carried out we request is done to preserve the historical features of the area.</p> <p>ACTION: Letter to be sent to EA, Canal and Rivers Trust and also Martin Hughes to reflect the Town councils position as above.</p> <p>Seconded: RH</p> <p>Agreed</p>		
13	<p>Jubilee Garden</p> <p>None</p>		
14	<p>Floral displays</p> <p>Hanging baskets have been ordered as has the watering, Cllr Mallott unsure as to whether watering has started yet.</p>		
15	<p>Hall Park</p> <p>Community Garden is underway but has had some apple trees taken and they are looking for financial support to help with this project.</p> <p>This is situated outside of the Japanese Garden.</p>		
16	<p>Litter</p> <p>Well covered by Horsforth litter pickers</p> <p>ACTION: HTC to approach Horsforth litter pickers to ask them for a date to do a community litter pick and we as a Town Council go throw our support behind an organised event.</p>		
17	<p>Items for future agenda</p>		

Signed Dated

Date of next meeting:	Thursday 8th September
Meeting finished at:	20:04

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