



**Horsforth Town Council**

**Extra Ordinary Meeting of the Horsforth Town Council**

<b>Date of Meeting:</b>	Thursday, 18 August 2022			
<b>Venue:</b>	St Margaret's Parish Centre, Church Lane, Horsforth, Leeds, LS18 5LA			
<b>In the Chair:</b>	Cllr Tracy Stones			
<b>Minute taker appointed:</b>	Cllr Dawn Collins			
<b>Present: (Tick if present)</b>	Cllr J Arbuckle	✓	Cllr S L Dowling	<input type="checkbox"/>
	Cllr B Batchelor	✓	Cllr S M Dowling	✓
	Cllr E Bromley	<input type="checkbox"/>	Cllr K Firth	✓
	Cllr C Calvert	✓	Cllr M Fletcher	✓
	Cllr R Capitano	✓	Cllr J Garvani	✓
	Cllr D Collins	✓	Cllr C Glover	<input type="checkbox"/>
	Cllr R Hardcastle	✓		
	Cllr R Harris			
	Cllr B Heaviside	✓		
	Cllr E Hynes	✓		
	Cllr R Jacques			
	Cllr R Jones	✓		
	Cllr P Mallott	✓		
	Cllr C Sellers			
	Cllr T Stones	✓		
	Cllr M Townsley	✓		
<b>HTC/22.16 Apologies and reasons received and accepted from:</b>	Rob Jacques - work Rob Harris - work Sam Dowling – mum unwell so no babysitter Becca Batchelor - holiday			
<b>HTC/22.17 Declarations of interest:</b>	none			

Signed ..... Dated .....

<b>ACTION POINTS AND RECOMMENDATIONS</b>			
<b>No.</b>	<b>Actions/Recommendations Agreed &amp; Any Deadlines</b>	<b>Action assigned to</b>	<b>Tick when done</b>
<b>HTC/22.18</b>	No members of the public were present	note	
<b>HTC/22.19</b> 22.19.1	LCC - deferred payment re 3&5 The Green to be paid by end March 2022	note	
	➤ 3&5 The Green Additional Purchase costs – figures on table page 5 should be zero. As this additional cost was not in place at the beginning of the financial year as stated.	office	✓
	➤ £35,000 payment liability to LCC needs to be added to right hand box on page 6	office	✓
	Approved with amendments above	note	
<b>HTC/22.19</b> 22.19.2	Annual Internal Audit Report presented and noted	note	
	Re-issue cheque for wreathes to Royal British Legion	office	✓
<b>HTC/22.19</b> 22.19.3 22.19.4 22.19.5 22.19.6	Annual Governance Statement 2021/2022 – checklist Line 2 – answer No. Council acknowledges that it cant comply with statutory dates and sets the period of inspection Tues 23rd Aug 2022 to Wed 5 <sup>th</sup> October 2022 Line 9 – leave blank as council does not have any trust funds  Section 1 – councillors agreed that all boxes should be ticked 'yes'	note	
	<b>Council agreed to Defer agenda items 4.4, 4.5 and 4.6 Clarification as to when and who should sign the AGAR as clerk needs obtaining</b>	office	✓
22.19.7	Publication of documents required by Accounts and Audit Regulations 2015 - Approved	note	
22.19.8	Bank arrangements. Close Yorkshire Bank and transfer funds to Metro Bank asap – approved	office	
<b>HTC/22.20</b>	Insurance renewal quotes – continue to insure with Zurich with the five-year option - Approved	office	✓
<b>HTC/22.21</b>	3 and 5 Development Group – update received Order for painting external works on The Stables – approved by council Working Group agenda needs to include utilise suppliers and potential grant applications	note	

Signed ..... Dated .....

<b>ACTION POINTS AND RECOMMENDATIONS</b>			
<b>No.</b>	<b>Actions/Recommendations Agreed &amp; Any Deadlines</b>	<b>Action assigned to</b>	<b>Tick when done</b>
<b>HTC/22.22</b>	<p>Consider wheelchair accessible roundabout. Cllr Bromley provided some verbal estimates.</p> <ul style="list-style-type: none"> <li>• Full project will cost around 30K</li> <li>• City Councillors have found around £25K funding</li> <li>• Further £5K from HTC would ensure that the project would go ahead before any price increases.</li> </ul> <p><b>Proposal; “The council believe it is an excellent and worthwhile project and that in principle the council would be happy to put £5,093 towards the project.</b></p> <p><b>The money would come from CIL.</b></p> <p><b>The full costing to be provided once the project was underway and that council informed regarding the full cost and remit of the project as soon as possible.”</b></p> <p><b>Recorded vote – unanimous</b></p>	office	✓
<b>HTC/22.23</b>	<p>Delegate powers to the Proper Officer to comment on planning applications until the next Planning, Licensing and Traffic Committee meeting is held (in consultation with chair of Planning) – approved</p> <p>Regarding 22/04686/FU council don’t believe new design has changed significantly and previous comments should just be re-iterated.</p>	office	✓

<b>Date of next meeting:</b>	TBC
<b>Meeting finished at:</b>	Click or tap here to enter text.

Signed ..... Dated .....