



Horsforth Town Council

Mechanics Institute
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Horsforth
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Prior to the meeting there is a Councillor Surgery at 6:30pm to 7:00pm

To Members of the Council

You are summonsed to attend a meeting of Horsforth Town Council at St Margaret's Parish Centre, Church Lane, Horsforth on **Thursday 24th November 2022 at 7:00pm** for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

B Crabtree
Clerk
18th November 2022

Agenda

- 1. To receive apologies for absence and to consider the reason for the absence**
- 2. Declaration of Disclosable Pecuniary and other Interests**
To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 14-19 of the Members' Code of Conduct. Also, to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 20-21 of the Members' Code of Conduct.
- 3. To consider questions and comments from members of the public at the Chairman's discretion**
Members of the Public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the Council. However, they may not speak during the remainder of the meeting unless specifically invited to do so by the Chairman.
- 4. Minutes of the previous meeting**
Council is asked to approve the minutes of the meeting of the Town Council held on 29th September 2022 and the Extraordinary Meeting held on 13th October 2022. See Agenda Pack.
- 5. To receive and note the minutes of the following meetings:**
See agenda pack. Draft minutes not contained in the pack will be circulated later.
Planning, Licensing and Traffic Committee 20th October 2022

Staffing and Employment Committee	27 th September 2022 and 31 st October 2022
Finance and General Purposes Committee	10 th November 2022
Community and Environment Committee	3 rd November 2022

6. Police report

- 6.1. To note and consider the latest crime statistics for Horsforth.
 - 6.2. To consider any other policing matters.
- Police representatives have been invited to the meeting.

7. Financial Matters

- 7.1. To consider and approve the accounts and cash book entries to 31st October 2022. See Agenda Pack.
- 7.2. To consider and approve the schedule of payments. See Agenda Pack.
- 7.3. To note the Interim Internal Audit Report and agree any necessary action. See Agenda Pack.

8. To consider matters requested by Councillors/the Clerk and agree any necessary action:

- 8.1. To consider and agree to provide First Aid training for Councillors. See agenda pack.
- 8.2. To note the resignation of Cllr Batchelor and receive an update about the Victoria Ward vacancy.
- 8.3. To note half yearly attendance figures. See Agenda Pack.
- 8.4. To consider and agree to register for the Local Council Award.
- 8.5. To consider and agree to adopt the Councillor-Officer Protocol. See Agenda Pack.
- 8.6. To consider replacing the plants at the Jubilee Garden at a cost of £350

9. To receive an update and consider/agree any action for the following committees:

- 9.1. Finance and General Purposes
- 9.2. Planning, Licensing and Traffic
- 9.3. Community and Environment
- 9.4. Staffing and Employment

10. To receive an update and consider/agree any action for the following working groups:

- 10.1. 3 & 5 Development Group
- 10.2. Community Infrastructure Levy Advisory Group
- 10.3. Editorial Working Group
- 10.4. Neighbourhood Plan Working Group
- 10.5. Event Working Groups:
 - a) Remembrance Service
 - b) Christmas Event
 - c) Annual Event

11. Reports from external organisations

To consider reports and any action required in relation to:

- 11.1. Dementia Friendly. See Agenda Pack.
- 11.2. Horsforth Fairtrade
- 11.3. Young People's Champion
- 11.4. Horsforth School
 - a) To welcome the Chairs of the newly formed Parliament and to answer any questions
- 11.5. Horsforth Community Assets Project (ABCD/HCAP). C. Evans has been invited to the meeting.

12. Matters for information

To note the following:

- Information previously circulated to members, including consultation documents

- Matters raised by members of the public

13. Council Surgery

Two councillors are requested to provide their names for attendance at the next Council Surgery – 6:30pm to 7:00pm, 26th January 2023.

14. Items for future agenda

15. Date of next meeting

Members are asked to note the date of the next meeting: 26th January 2023

Deadline for agenda items: 16th January 2023

Distribution: Cllrs J Arbuckle, B Batchelor, E Bromley, C Calvert, R Capitano, D Collins, SL Dowling, SM Dowling, K Firth, M Fletcher, J Garvani, C Glover, R Hardcastle, R Harris, B Heaviside, E Hyndes, R Jacques, R Jones, P Mallott, C Sellers, T Stones, M Townsley