



## Horsforth Town Council

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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 **Leeds Trinity University, Brownberrie Lane, Horsforth** on **Thursday 26<sup>th</sup> January 2023 at 7:00pm** for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

B Crabtree  
Clerk  
19<sup>th</sup> January 2023

#### **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 24<sup>th</sup> November 2022 and the Extraordinary Meeting held on 13<sup>th</sup> October 2022. See Agenda Pack.
- 5. To receive and note the minutes of the following meetings. See Agenda Pack**

Planning, Licensing and Traffic Committee	17 <sup>th</sup> November 2022, 15 <sup>th</sup> December 2022
Staffing and Employment Committee	8 <sup>th</sup> December 2022, 9 <sup>th</sup> January 2023

Finance and General Purposes Committee	12 <sup>th</sup> January 2023
Community and Environment Committee	1 <sup>st</sup> December 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 31<sup>st</sup> December 2022. See Agenda Pack.

7.2. To consider and approve the schedule of payments. See Agenda Pack.

7.3. To note the conclusion of the External Audit for the financial year ending 31<sup>st</sup> March 2022. See Agenda Pack.

7.4. To consider and approve the budget proposal for 2023-2024. See Agenda Pack.

7.5. To consider and agree the Precept request for 2023-2024. See Agenda Pack.

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

8.1. To meet a representative from Horsforth Climate Action and receive information about the group. (TS)

8.2. To meet a representative from Leeds City Council ASB West and receive information about the service (TS)

8.3. To consider arrangements for the Councillor Handbook and Councillor training (SMD)

8.4. To consider and agree to launch the new website (TS)

8.5. To consider and agree the meeting dates for 2023-2024 and agree the date of the Annual Town Meeting 2023 (Clerk) See Agenda Pack.

8.6. To agree to update the roll of honours board at a cost £120. (Clerk)

8.7. To receive an update about the benches and bin that were agreed to be purchased and installed at Newlaithes playground (Clerk)

8.8. To receive an update about the application for the Local Council Award (Clerk)

**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

a) To consider arranging an Action Day and working with Horsforth Litter Pickers.

b) To consider the floral displays quote and agree any necessary action.

9.4. Staffing and Employment

a) In view of the confidential nature of the business about to be transacted at item 9.4b to consider temporarily excluding the press and public and that they be asked to withdraw from the meeting.

b) To receive an update and agree any necessary action

**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
- 11.2. Horsforth Fairtrade
- 11.3. Young People's Champion

**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, 23<sup>rd</sup> March 2023.

**14. Items for future agenda**

**15. Date of next meeting**

Members are asked to note the date of the next meeting: 23<sup>rd</sup> March 2023

Deadline for agenda items: 13<sup>th</sup> March 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*