



Horsforth Town Council

Extra ordinary meeting of Horsforth Town Council
23rd June 2016 at 7.30pm

In Chair: Cllr. J. Garvani

Present: Cllr D. Collins, Cllr N. Tinsley, Cllr S. Glover, Cllr M. Boyes, Cllr R O'Callaghan, Cllr A Radford, Cllr R. Hardcastle. Cllr T Hanley arrived late.

In Attendance: C Dodd, Town Clerk; J Sou, Administration and Finance Assistant

Prior to the meeting there was a minute's silence in memory of Jo Cox MP.

HTC/16.38 To receive apologies for absence and to consider the reason for the absence.
It was proposed by Cllr. D. Collins, seconded by Cllr. R. Hardcastle and **resolved to accept the apologies and reason for absence from: Cllr. R. Jacques, Cllr. V. Wood-Robinson, Cllr. S. Dowling, Cllr. M. Hughes, Cllr. I Scott, Cllr. M. Wharton, Cllr. C. Cordingley.**

HTC/16.39 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.
None.

HTC/16.40 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.
No members of the public present.

HTC/16.41 Public Bodies (Admission to Meetings) Act 1960

Signed Dated

The Council is asked that in view of the confidential nature of the business about to be transacted at agenda item 5 to temporarily exclude the press and public and that they are asked to withdraw from the meeting.

None.

HTC/16.42 Responsible Financial Officer.

To consider promoting J. Sou to position of Responsible Financial Officer.

It was proposed by Cllr. D. Collins, seconded by Cllr. R. Hardcastle and resolved to **promote J. Sou to position of Responsible Financial Officer.**

HTC/16.43 Annual Governance Statement.

To consider and review the governance statement.

It was proposed by Cllr. D. Collins, seconded by Cllr. R. Hardcastle and **resolved that the Council approves the Annual Governance Statement at section 1 of the Annual Return.**

The Chair, Cllr. J. Garvani and Town Clerk, C. Dodd signed the Annual Governance Statement at section 1 of the Annual Return 2015/16.

HTC/16.44 Final Accounting Statement for 2015-16.

To consider and approve the Final Accounting Statement for 2015-16.

It was proposed by Cllr. D. Collins, seconded by Cllr. A. Radford **and resolved that the Council approves the end of year accounts and the final accounting statements at section 2 of the Annual Return 2015-16.**

The Clerk was asked to seek guidance on item 9 for future years.

The Chair, Cllr. J. Garvani signed the account statements at section 2 of the Annual Return 2015-16.

HTC/16.45 Public rights of inspection of the annual accounts 2015-16.

To consider and set the dates for the public rights of inspection of the annual accounts 2015-16.

It was proposed by Cllr. R. Hardcastle, seconded by Cllr. R. O'Callaghan and **resolved that the dates for public rights of inspection of the annual accounts 2015-16 are 27th June 2016 to the 5th August 2016.**

Office opening hours are as stated on HTC website and Facebook page.

HTC/16.46 Items for future agenda.

None.

HTC/16.47 Date of next meeting.

Members are asked to note that the next meeting of the Council is on the **6th July 2016.**

Distribution: Cllr. T. Hanley, Cllr. M. Wharton, Cllr. M. Boyes, Cllr. M. Holmes, Cllr. M. Hughes, Cllr. D. Prater, Cllr. V. Wood-Robinson, Cllr. C. Cordingley, Cllr. S. Dowling, Cllr. R. Hardcastle, Cllr. J. Hardy, Cllr. P. Mallott, Cllr. D. Collins, Cllr. R. Jacques, Cllr. I. Scott, Cllr. N. Tinsley, Cllr. R. Wilkinson, Cllr. J. Garvani, Cllr. S. Glover, Cllr. R. O'Callaghan, Cllr. J. Pritlove, Cllr. A. Radford

Signed Dated