



Horsforth Town Council

Meeting of Horsforth Town Council
6th July 2016 at 7.30pm

Present:

In the Chair: Cllr I Scott.

Cllr D Collins, Cllr R Hardcastle, Cllr M Boyes, Cllr V. Wood-Robinson, Cllr M Hughes, Cllr S Dowling, Cllr S Glover, Cllr M Holmes, Cllr M Wharton.

In Attendance: C. Dodd – Town Clerk, One member of the public.

- HTC/16.48 To receive apologies for absence and to consider the reason for the absence.**
It was proposed by Cllr D Collins, seconded by Cllr M Hughes and **resolved to accept the apologies and reason for absence from: Cllr R O’Callaghan, Cllr C Cordingley, Cllr D Prater, Cllr J Hardy, Cllr A Radford and Cllr J Pritlove, Cllr J Garvani.**
- HTC/16.49 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/16.50 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.
A member of the public addressed the Council regarding preserving green belt area sites and the further site allocation extension plans for the Strawberry Fields site.
Cllr D Collins (Leeds City Councillor) addressed the Council regarding Horsforth highways issues. She has planned a public meeting displaying all the highway plans. Highway officers will be in attendance to answer any questions.

Signed Dated

HTC/16.51 Minutes of the previous meeting.

Council is asked to approve the minutes of the meetings held on the 25th May 2016 and the 23rd June 2016.

It was proposed by Cllr M Hughes, seconded by Cllr S Glover and **resolved that the minutes of the meetings held on the 25th May 2016 and the 23rd June 2016 are a true record.**

HTC/16.52 To submit the minutes of Committee meetings as listed under for Council's approval.

16.52.1. Community Committee 02.06.16

It was proposed by Cllr D Collins seconded by Cllr R Hardcastle and **resolved that the minutes of the Community Committee meeting on the 2nd June 2016 are a true record.**

16.52.2. Environment Committee 09.06.16

It was proposed by Cllr D Collins seconded by Cllr S Glover and **resolved that the minutes of the Environment Committee meeting on the 9th June 2016 are a true record.**

16.52.3. Planning and Licensing committee 16.06.19

It was proposed by Cllr D Collins seconded by Cllr S Glover and **resolved that the minutes of the Planning and Licensing Committee meeting on the 16th June 2016 are a true record.**

16.52.4. Public Safety and Traffic Committee 23.06.16

It was proposed by Cllr S Glover seconded by Cllr D Collins and **resolved that the minutes of the Public Safety and Traffic Committee meeting on the 23rd June 2016 are a true record.**

16.52.5. Finance and General Purpose Committee 23.06.19

It was proposed by Cllr S Glover seconded by Cllr D Collins and **resolved that the minutes of the Finance and General Purpose Committee meeting on the 23rd June 2016 are a true record.**

HTC/16.53 Leeds Trinity Community Forum.

Howard Nelson is to give a presentation that was given at the Leeds Trinity Community Forum meeting that clashed with a council meeting.

It was noted that Howard Nelson was unable to attend the meeting but has requested to attend the meeting in September.

HTC/16.54 Internal Audit.

To consider and note the Internal Audit report.

It was proposed by Cllr R Hardcastle, seconded by Cllr D Dowling and **resolved to note and accept the Internal Audit Report.**

HTC/16.55 Accounts and List of Payments.

Signed Dated

- 16.55.1** The F&GP Committee has recommended that Council approve the accounts and list of payments attached.
It was proposed by Cllr M Hughes, seconded by Cllr S Dowling and **resolved that the Council approves the accounts and list of payments.**
- 16.55.2** To consider the Council's full financial status including ring fenced items.
Noted.

HTC/16.56 Horsforth Town Council Lease.

To consider and note updates.

It was **noted** that the plans for the lease are being re drawn as the ones Asset Management have are of the ground floor, not the basement. The Clerk informed the Council that the plans had been re drawn around two years ago.

HTC/16.57 Laptop

To consider the purchase of a replacement laptop.

It was proposed by Cllr D Collins, seconded by Cllr M Hughes and **resolved that a replacement laptop be purchased with a budget of £600 to cover the cost of the laptop and software required.**

HTC/16.58 Safeguarding.

To consider the safe guarding policy and what measures need to be implemented. The Clerk gave feedback. It was **noted** that councillors do not need DBS checks as they do not regularly work with children un attended.

The safeguarding policy is to be re-worded to cover events and lost children tents etc.

The Clerk is awaiting feedback regarding a safeguarding officer.

HTC/16.59 NALC website.

To consider if councillors are to have access to the members' section of the NALC website.

It was proposed by Cllr M Hughes, seconded by Cllr S Glover and **resolved that the councillors are to have access the members' area of the NALC website.**

HTC/16.60 Council Surgery 14th September 2016.

Two councillors are requested to provide their names for attendance at the Council Surgery from 6.45pm to 7.15pm on the 14th September 2016.

Cllr D Dowling and Cllr S Glover volunteered to hold the councillors' surgery on the 14th September 2016.

HTC/16.61 Items for future agenda.

Assets of Community Value to be on the council agenda as well as F&GP.

HTC/16.62 Date of next meeting.

Members are asked to **note:**

The next meeting of the Council is on the **14th September 2016.**

Prior to the Council's next meeting there will be an Assets of Community Value Working Group meeting at 6pm.

Signed Dated

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

Signed Dated

