



Horsforth Town Council
Community and Environment Committee Minutes
6 December 2018 at 7pm

Present:

In the Chair: Cllr J Pritlove

Cllr M Boyes, Cllr C Calvert, Cllr C Cordingley, Cllr S Dowling, Cllr R Hardcastle, Cllr M Hughes, Cllr P Mallott, Cllr V Wood-Robinson.

In attendance: P Fearon - Administrator

C&E/18.54 - C&E/18.60 These minute numbers have been left blank intentionally.

C&E/18.61 To accept apologies and the reason for absence.

RESOLVED: To accept the apologies and reasons for absence from Cllrs M Leech, D Prater and A Radford.

C&E/18.62 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.

The following non-pecuniary interests were declared:

Item 7.1. Cllrs M Boyes, C Calvert and J Pritlove and V Wood- Robinson declared their interest in the Grant application received from Dementia Friendly Horsforth.

Item 8.2. Cllr J Pritlove declared an interest in the Sponsorship application received from the Horsforth Fairtrade Town Steering Group.

C&E/18.63 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.

None attended.

C&E/18.64 Minutes of the previous meetings

To approve the minutes of the Community and Environment Committee meeting held on Thursday 6 September 2018.

RESOLVED: That the minutes of the meeting held on Thursday 6 September 2018 are a true record.

Signed Dated

C&E/18.65 Horsforth Fairtrade Group Presentation

Mr John Fairburn (Treasurer) and Mr Matt Wright (Chair) of the Horsforth Fairtrade Town Steering Group gave a short presentation to update the C&E committee on their work and to thank councillors for their continued support for the Group. **NOTED.**

Mr Fairburn and Mr Wright then spoke in support of the Group's application for a £300 grant to promote Fairtrade activities at various events throughout the year (agenda item 8). Application in agenda pack.

Mr Fairburn and Mr Wright then left the meeting.

NOTE: Members agreed to bring forward Item 8 of the agenda relating to the grant application to this point of the meeting. See C&E/18.68.1.

NOTE: Members agreed to bring forward Item 7 of the agenda to this point of the meeting. See C&E/18.67.

C&E/18.66 Grant/Sponsorship feedback

7th Airedale Scouts.

A verbal report was given by P Fearon. A message was received from the scout group, thanking the committee for the £500 grant awarded to them for the purchase of 4 camping tents. **NOTED.**

C&E/18.67 Sponsorship Application

Dementia Friendly Horsforth.

£450 towards funding for a play to be performed during Dementia Action Week.

See application in agenda pack. Valerie Wood-Robinson spoke on behalf of Dementia Friendly Horsforth. Cllrs M Boyes, C Calvert, J Pritlove and V Wood- Robinson temporarily left the meeting before consideration by members. Cllr P Mallott took the chair for this item.

RESOLVED: to award £450 to Dementia Friendly Horsforth.

Cllrs M Boyes, C Calvert, J Pritlove and V Wood- Robinson returned to the meeting after the resolution.

C&E/18.68 Grant Applications

18.68.1. Fairtrade Town Steering Group.

See application in agenda pack. Cllr J Pritlove temporarily left the meeting before consideration by members. Cllr P Mallot took the chair for this item.

RESOLVED: to award £300 to the Horsforth Fairtrade Town Steering Group.

Cllr J Pritlove returned to the meeting after the resolution.

18.68.2. St James Church.

£500 towards a proposed 'Man Shed' (Community Workshop) in Horsforth.

See application in agenda pack. Members considered that more detailed information was required before any decision could be made.

RESOLVED: The clerk is to write to the organisation to ask for more details.

The decision has therefore been deferred pending receipt of this information.

Signed Dated

C&E/18.69 Jubilee Garden

To consider and agree any action.

- 18.69.1.** Survey report and quote for repairs. See agenda pack.
Members **noted** the reports and quotes already received for the necessary repairs to the Jubilee Garden and considered that more comparable quotes are required to repair the garden either with stone walling or treated hardwood.
RESOLVED: Cllr P Mallott to obtain comparable quotes for these works.
- 18.69.2.** Quote for maintenance of Jubilee Garden from Horsforth in Bloom. See agenda pack.
Cllr P Mallot temporarily left the meeting before consideration by members.
RESOLVED: The quote from Horsforth in Bloom to be accepted as the quote was the same as last year and is best value.
Cllr P Mallot returned to the meeting after the resolution.

C&E/18.70 Floral Displays 2019

To consider and agree any action, including the following:

- 18.70.1.** Quote for the supply of Council floral displays and watering. See agenda pack.
RESOLVED: quotes to be accepted and orders to be completed by the office.
- 18.70.2.** Quote for watering of Horsforth in Bloom planters. See agenda pack.
RESOLVED: quotes to be accepted and orders to be completed by the office.
- 18.70.3.** Quote for watering of Fairtrade Town sign planters. See agenda pack.
RESOLVED: quotes to be accepted and orders to be completed by the office.
- NOTE: Cllr R Hardcastle abstained from this vote.**

NOTE: Members agreed to bring forward Item 12 of the agenda to this point of the meeting.

See C&E/18.72

C&E/18.71 Budget 2019/20

To consider.

Current budget papers distributed to members.

RESOLVED: See proposed budget table attached.

NOTE: Cllr R Hardcastle abstained from this vote.

C&E/18.72 Horsforth Town Council Christmas Lights and Switch-On Event 2018

To receive an update and consider any action.

Members are delighted with the Christmas lights this year and the Switch-On Event on 1 December 2018 was a great success. The shopfront initiative has also been a great success this year with 29 competition entries.

RESOLVED: to apply for a grant towards next year's lights from the Outer North West Community Committee as soon as possible to receive maximum grant available.

Application must be made before May 2019. Clerk to start application.

C&E/18.73 Annual Event 2018.

To receive an update and consider any action, including the following:

- 18.73.1.** Peace Event 2018
To receive feedback on the peace Event 2018.
- The event was a great community success, enjoyed by all.

Signed Dated

- Councillor Richard Hardcastle wished it to be **NOTED** that it was a pity that a political group had used the event for political purposes when the Council endeavours to keep politics out of the day to day Council business.
- To note letter of thanks from Horsforth WI. See agenda pack, **NOTED.**

18.73.2. To consider annual event for 2019-20
 It was suggested that the event could be centred on Horsforth Town Council's 20 year anniversary.
RESOLVED: To discuss in more detail at the next meeting on 7 March 2019.

C&E/18.74 Summer Band Concerts – Horsforth Hall Park

To consider and agree any action, including the following:

- Information received from Leeds City Council regarding cost of five concerts and concert scheduling with other events in the park. See agenda pack.

NOTED.

- Band concerts for summer 2019

RESOLVED: To hold three band concerts next year. Clerk to ACTION.

C&E/18.75 Event Sub-Committee/Working Groups

To consider appointing an Event Sub-Committee with responsibility for all Council events. Report from Clerk distributed to members.

RESOLVED: To discuss this report at the next Staffing Committee on 7 February 2019 with the intention of taking the report to the Full Council Meeting on 27 March 2019.

C&E/18.76 Horsforth Matters

To receive an update and agree any action.

None received.

C&E/18.77 Hall Park

To receive an update and consider any action.

None received.

C&E/18.78 Horsforth Fairtrade Steering Group

To receive and consider an update from Cllr J Pritlove on Horsforth Fairtrade Steering Group and to consider any action. See agenda pack.

NOTED.

C&E/18.79 Young People's Champion

To receive an update from Cllr C Calvert regarding the Young People's Champion work and to consider any action. See agenda pack.

NOTED.

C&E/18.80 Dementia Friendly Horsforth

To receive and consider an update from Cllr V Wood-Robinson on Dementia Friendly Horsforth. See agenda pack.

NOTED.

Signed Dated

C&E/18.81 Litter

To consider and agree any action.

NOTED: Cllr P Mallott gave a verbal update and intends to consult with Leeds City Council regarding fixed penalty fines, etc. He will report his finding at the next meeting.

C&E/18.82 Matters for Information

To note.

None received.

C&E/18.83 Items for future agenda

- To note the quotes we receive for the works on Jubilee Garden.
- To discuss the Annual Event for 2019.
- To receive an update on the application to Outer North West Community Committee for a grant for the Christmas Lights in 2019.
- To discuss the Events Sub – Committee/Working Group report written by the Clerk.

C&E/18.84 Date of the next Meeting

7 March 2019.

The meeting closed at 9.00pm.

Distribution: Cllrs M Boyes, C Calvert, C Cordingley, S Dowling, S Glover, R Hardcastle, M Hughes, R Jacques, M Leech, P Mallott, D Prater, J Pritlove, A Radford, N Tinsley, V Wood-Robinson

Signed Dated

PROPOSED COMMUNITY AND ENVIRONMENT BUDGET FOR 2019/2020 – SEE ITEM C&E/18.71.

Item	Proposed by Full Council £	C & E Committee Proposal £	Savings £
Grants & Sponsorship	5000.00	5000.00	
Award Scheme	150.00	100.00	50.00
Civic Service	0.00	0.00	
Horsforth Gala	200.00	100.00	100.00
Remembrance Service	350.00	350.00	
Horsforth Matters	3500.00	2500.00	1000.00
Band Concerts	1600.00	1000.00	600.00
Events and Projects	1500.00	1500.00	
Christmas Motifs, Trees and Switch On	14200.00	14200.00	
HTC floral displays - supply, install and water	5077.00	5077.00	
Community floral displays (HIB and Fairtrade) - water	3346.00	3346.00	
Garden Maintenance	1020.00	1020.00	
TOTALS	35943	34193	1750.00

Signed Dated