



Horsforth Town Council

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Prior to the meeting there is a Councillor Surgery at 6:45pm to 7:15pm

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 **Wednesday 27 March 2019 at 7:15pm** for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

J Sou
Clerk
21 March 2019

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 meetings held on 30 January 2019 and 27 February 2019 (**previously circulated and in agenda pack**).
- 5. Horsforth Policing Update**
To receive reports from West Yorkshire Police on policing matters in Horsforth and to consider any further action.
To include the following:
 - Crime statistics;

- Police Community Support Officers;
- Speed indicator devices;
- Anti-social behaviour in Horsforth:
 - Article in the Yorkshire Evening Post of 11 February 2019 ranking Horsforth 6th in the Leeds area with 35 incidents of anti-social behaviour.
 - To note police response (**previously circulated and in agenda pack**).

6. To submit the minutes of Committee meetings as listed under for Council to note and to consider recommendations not otherwise listed in this agenda:

6.1	Planning, Licensing and Traffic Committee	24 January 2019 21 February 2019 (draft)
6.2	Staffing & Employment Committee	7 February 2019 (draft)
6.3	Community & Environment Committee	7 March 2019 (draft)
6.4	Finance & General Purposes Committee	14 March 2019 (draft)

7. Accounts and List of Payments to 28 February 2019

Finance and General Purposes Committee (F&GP) recommends that Council approves the accounts and list of payments to 28 February 2019 (**see agenda pack**).

8. Reserves – Designated and Restricted Funds 2019/20

Recommendation from Finance & General Purposes Committee - to consider setting designated and restricted funds for 2019/20.
See agenda pack.

9. Leeds Bradford Airport – Link Road proposals

To consider.

10. Public Bodies (Admission to Meetings) Act 1960

To consider passing a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public from the meeting during item 11 of the agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

11. Staffing and Recruitment

To note pending vacancy in the office.
To consider recommendations from the Staffing and Recruitment Committee.
To approve any further action required.

12. Assets of Community Value

No meeting has taken place.

13. 3 & 5 The Green

To receive an update and consider any action.
To note and confirm the overall increase to the precept in percentage and monetary terms for the purposes of the application for loan approval.

14. Risk management review

To note risk management review of 19 March 2019 and recommendations. **See agenda pack.**

15. Internal Audit Review

To note internal audit review of 19 March 2019 and recommendations. **See agenda pack.**

16. To consider the meeting schedule for 2019/20

To be provided.

17. Event Sub-Committee

17.1. To note the recommendation of Staffing and Employment Committee as follows:

That a single event sub-committee be appointed with delegated powers to make decisions and arrangements for events and with power to authorise expenditure on those events within the agreed budgets.

17.2. To note and to ratify the appointment of an Event Sub-Committee by the Community and Environment Committee. **Terms of Reference in agenda pack.**

17.3. To note the first meeting of the Event Sub-Committee took place on 20 March 2019

17.4. To consider the following:

- The advance public notice requirements for meetings of the Event Sub-Committee
- Whether the press and public are permitted to attend meetings of the Event Sub-Committee;
- If members of the public are permitted to attend Event Sub-Committee, whether they are permitted to participate

17.5. To consider whether any further action is required in connection with the Event Sub-Committee

18. General Data Protection Regulations

To consider and agree any action required.

19. Review of Terms of Reference, Policies and Procedures

19.1. To review the Financial Regulations, including consideration of the following:

- Financial limits for spending approvals and authorisations for payment
- Delegations for spending approvals and authorisations for payment.

Draft to be provided.

19.2. To receive any further updates from the Working Group and to consider any action.

20. Subscriptions

To consider membership of the following for 2019/20 and to approve payment of subscriptions:

YLCA: 1 April 2019 to 31 March 2020 – subscription amount to be advised

Locality: 1 April 2019 to 31 March 2020 - £416.67

21. Matters for information

Correspondence and consultations circulated to members. **List to be provided at meeting.**

Clerk to give verbal report on any other matters for information.

22. Items for future agenda

23. Dates of next meetings

Members are asked to note the following:

Annual Town Meeting – Wednesday 10 April 2019 at 7:15pm

Annual Meeting of the Town Council – 16 May 2019 at 7:15pm

Distribution: Cllrs M Boyes, C Calvert, D Collins, C Cordingley, S Dowling, J Garvani, S Glover, R Hardcastle, M Holmes, M Hughes, R Jacques, M Leech, P Mallott, R O'Callaghan, D Prater, J Pritlove, A Radford, I Scott, N Tinsley, M Wharton, V Wood-Robinson