



**Horsforth Town Council**  
**Community and Environment Committee Minutes**  
**29 August 2019 at 7pm**

**Present:**

**In the Chair:** Cllr R Jacques

Cllrs C Calvert, D Collins, SL Dowling, SM Dowling, R Hardcastle, E Hyndes, R Jones, P Mallott, D Prater, R Shaw, T Stones

In attendance: J Sou – Clerk, L Farrell, Administration Officer.

**CE/19.25 - 30** These minute numbers have been left blank intentionally.

**CE/19.31** To accept apologies and the reason for absence.

**RESOLVED:** To accept the apologies and reasons for absence from Cllrs B Batchelor, R Harris and C Sellers.

**RESOLVED:** To accept the apologies and reasons for absence from Cllr SL Dowling for 6 June 2019 meeting.

**CE/19.32** Declaration of Disclosable Pecuniary and other Interests.

Cllr P Mallott pecuniary advantage regarding grant application for Horsforth Shed Project. No non-pecuniary interests were declared:

**CE/19.33** To consider questions and comments from members of the public at the Chairman's discretion.

A representative from Horsforth Shed presented to the council regarding the grant application for the Horsforth Shed Project. Members noted and considered the information given (see item CE/19.37).

**CE/19.34** Minutes of the previous meetings

To approve the minutes of the Community and Environment Committee meeting held on 7 March 2019.

Minutes of the Community and Environment Committee meeting held on 7 March 2019. Draft minutes had been circulated and were in the agenda pack.

**RESOLVED:** That the minutes of the meeting held on Thursday 6 June 2019, the extraordinary meeting held on Thursday 18 July 2019, and the Events Sub-Committee extraordinary meeting held on Thursday 18 July 2019, are a true record.

**CE/19.35** Grant/Sponsorship feedback

Newlay Conservation Society – Great Get Together feedback accepted.

Signed ..... Dated .....

**CE/19.36 Sponsorship Applications**

No sponsorship applications received.

**CE/19.37 Grant Applications**

Members considered the following applications (details in agenda pack)

**19.37.1. Horsforth Shed Project**

**RESOLVED: To award £500 to Horsforth Shed Project**

**ACTION: Office to pay the Horsforth Shed Project.**

**CE/19.38 Jubilee Garden**

Condition of the garden remains the same as for the previous meeting.

**CE/19.39 Floral displays**

There has been no response from Leeds City Council regarding the query over watering of the floral displays. The committee agreed that watering had started, because the displays were looking very good. Cllr D Collins gave updated contact information for parks services for the benefit of the Office.

**CE/19.40 Events Sub-Committees 2019**

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

**19.40.1.** Civic Service – Civic Service went well and was a positive event.

**19.40.2.** Gala Event - The Gala had a positive response from the community with lots of communication between the community and the Councillors.

**19.40.3.** Farmers Market - the event went well.

**19.40.4.** Remembrance Service - Royal British Legion attended the Events Sub-Committee on 1 August to talk through the event with the Committee. Work is progressing on this.

**19.40.5.** Horsforth Town Council Christmas Lights and Switch-On Event - work progressing for the Christmas Switch-On event.

**19.40.6.** Annual event 2020 - the annual event will align with VE Day. Tasks and schedule for this will be discussed at the next meeting.

The Community and Environment Committee noted the updates. **Noted.**

**CE/19.41 Summer Band Concerts - Horsforth Hall Park**

Leeds City Council went ahead with the July Summer Band concert. Sponsorship for the event, due to the clash with the food and drink festival, was withdrawn by Horsforth Town Council, as agreed at the previous committee meeting.

**CE/19.42 Horsforth Matters**

Meeting scheduled for 12 September for Editorial working group. Revised delivery options for Horsforth Matters will be discussed, as well as a review of the content of the website.

**ACTION:** Office to liaise with working group regarding structure of website review.

**CE/19.43 Street Furniture Risk Assessment**

Risk assessments needed for all street furniture within Horsforth. Members noted that the Fink Hall Clock needed further work as the clock faces were not synchronised.

Signed ..... Dated .....

**ACTION:** Cllr R Hardcastle will carry out risk assessment for the benches

**ACTION:** Office to carry risk assessment of Noticeboard.

**ACTION:** Cllr P Mallott will carry out risk assessment for the floral planters and troughs and Fink Hall Clock.

**CE/19.44 Hall Park**

**19.44.1. Installation of Water Fountain**

Cllr SM Dowling has received details of contacts from Leeds City Council to progress this matter. Cllr D Collins has also communicated with Leeds City Council.

**ACTION:** Cllr SM Dowling to continue communicating with Leeds City Council regarding installation of water fountain.

**19.44.2. Cycling in the Park**

Leeds City Council policy is no cycling in Hall Park. This item can now be taken off the agenda.

**CE/19.45 Horsforth Fairtrade Steering Group**

Cllr B Heaviside will provide update for next meeting.

**CE/19.46 Young People's Champion**

Cllr R Shaw has secured training with Leeds City Council and will be meeting with the Horsforth Cluster Management Group.

**CE/19.47 Climate Change Working Group**

To note that this item was referred to full Council. **Noted.**

**CE/19.48 Children's Play Area Working Group**

To note that this item was referred to full Council. **Noted.**

**CE/19.49 Litter/Dog Fouling**

More litter bins are needed in some areas of Horsforth. The cost of the bins needs to be considered, as well as existing capacity on bin routes by Leeds City Council. Leeds City Council will replace missing bins or repair existing bins.

**ACTION:** Cllr P Mallott to obtain a map of all existing bins/previous bins in Horsforth.

**CE/19.50 Matters for Information**

To receive verbal reports on any matters for information. **None received.**

**CE/19.51 Items for future agenda**

Discussion on purchase of flag holders for lampposts for displaying flags during specific events.

**CE/19.52 Date of the next Meeting**

5 December 2019.

Deadline for agenda items: 15 November 2019.

The meeting closed at 8.05pm.

Signed ..... Dated .....

*Distribution: Cllrs B Batchelor, C Calvert, R Capitano, D Collins, SL Dowling, SM Dowling,  
R Hardcastle, R Harris, E Hyndes, R Jacques, R Jones, P Mallott, D Prater, C Sellers, R Shaw, T Stones*

Signed ..... Dated .....