



## Horsforth Town Council

Full Council Minutes  
Wednesday 2 October 2019 at 7.00pm

**Present: In Chair** – Cllr J Garvani

<b>Broadfields</b>	<b>Brownberrie</b>	<b>Hall Park</b>	<b>Victoria</b>	<b>Woodside</b>
Sam Dowling	Reiss Capitano	Simon Dowling	Jude Arbuckle	Chris Calvert
John Garvani	Dawn Collins	Richard Hardcastle	Becca Batchelor	
Eddie Hyndes	Rob Harris	Peter Mallott	David Prater	
Raymond Jones	Matt Leech	Tracy Stones	Charlotte Sellers	
Rosa Shaw				

**In attendance:** J Sou – Clerk; L Farrell – Assistant Clerk; Horsforth Fairtrade Steering Group – 2 representatives; ABCD Community Builder- 1 representative

**HTC/19.68 – HTC/19.70** These minute numbers have been left blank intentionally.

**HTC/19.71** To receive apologies for absence and to consider the reason for the absence  
**RESOLVED:** That the apologies and reasons for absence from Cllrs C Glover, B Heavyside, R Jacques and G MacFarlane be accepted.

**HTC/19.72** Declaration of Disclosable Pecuniary and other Interests  
None declared.

**HTC/19.73** To consider questions and comments from members of the public at the Chairman's discretion  
No comments or questions.

Item 6 – Horsforth Fairtrade Steering Group Presentation was brought forward to this part of the meeting.

**See minute HTC/19.76**

**HTC/19.74** Minutes of the previous meeting  
**RESOLVED:** That, subject to the following amendment, the minutes of the meeting held on Wednesday 31 July 2019 are a true record.

Minute HTC/19.67 Date of next meeting be amended by substitution of the following in place of the wording in the draft:

“The next meeting of the Town Council is on Wednesday 2 October 2019 at 7pm”.

**HTC/19.75** Horsforth Policing Update

- Apologies received from West Yorkshire Police – a police community support officer was not available to attend the meeting.

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

**ACTION: Office to ask for a written update on crime statistics from West Yorkshire Police.**

- **Speed indicator devices (SID)**

Cllr J Garvani presented data from the Low Lane SID, downloaded for 17 September 2019.

**Noted:** Planning, Licensing and Traffic Committee is planning to turn the SID to face the other direction – there may be a small charge for this from Leeds City Council; the SID may also in future be re-located to the other end of Low Lane.

Discussion as to whether the SID could collect data from both directions.

**ACTION: Office to investigate if SID can collect data from both directions.**

**HTC/19.76**     **Horsforth Fairtrade Steering Group** – presentation by Janice Pritlove and John Fairburn on how the Group started, its achievements and its work in the Horsforth area to engage the community, schools and businesses and its future plans.

**HTC/19.77**     **The following minutes of Committee meetings were submitted and noted:**

- |   |   |
|---|---|
| <b>19.77.1.</b> Planning, Licensing and Traffic Committee | 25 July 2019,<br>2 August 2019<br>19 September 2019 (draft) |
| <b>19.77.2.</b> Community and Environment Committee       | 9 August 2019 (draft)                                       |
| <b>19.77.3.</b> Finance and General Purposes Committee    | 5 September 2019 (draft)                                    |
| <b>19.77.4.</b> Event Sub-Committee                       | 1 August 2019 (draft)                                       |

**HTC/19.78**     **Committees and Working Groups and external representative**

**19.78.1.**     **The following resignations were noted:**

- Planning, Licensing and Traffic Committee – Cllr G MacFarlane
- Climate Emergency Working Group – Cllr G MacFarlane

**19.78.2.**     **Further appointments were considered and approved as follows:**

**RESOLVED: To approve the appointment of Cllr Simon Dowling, Julie Sou and Lyn Farrell to the Policies and Procedures Working Group;**

**RESOLVED: To approve the appointment of Cllr J Garvani to the Climate Emergency Working Group;**

**RESOLVED: To approve the appointment of Cllr J Garvani to the Children’s Play Area Working Group.**

**19.78.3.**     **The following items were noted:**

- The advice received from Yorkshire Local Councils Association (YLCA) regarding working groups (circulated to members with the agenda)
- That Policies and Procedures Working Group would be drafting terms of reference for working groups for Council to review and adopt.

**HTC/19.79**     **Accounts and List of Payments**

The Finance and General Purposes Committee (F&GP) has recommended that Council approve the accounts and list of payments to 22 August 2019.

**RESOLVED: To approve the accounts and list of payments to 22 August 2019.**

**HTC/19.80**     **Annual Return 2019**

**The following items were noted:**

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

External audit completed and certificate issued.  
Notice of conclusion of audit published 26 September 2019.

**HTC/19.81 3 & 5 The Green and The Stables**

Members received information on the progress of survey reports that had been commissioned on the buildings. A report on damp in the buildings had been received which pointed out a number of issues; other survey reports remained outstanding as access and inspections of the buildings were still being arranged.

Cllr D Collins gave a verbal report on a proposal to support Horsforth Museum by contributing to the re-tanking or damp-proofing of the eastern wall of No. 5 before the purchase of the buildings had been completed by Council.

There were two proposals as follows:

1. That Cllr Collins and the Assistant Clerk find out the cost of the proposed works for further consideration of the proposal but to take no further action at this stage;  
Alternatively
2. That the proposal to begin work on the damp-proofing/re-tanking of the Museum wall be rejected outright.

**Proposal 1 was moved first and it was RESOLVED that Cllr Collins and the Assistant Clerk find out the cost of the proposed works for further consideration of the proposal but to take no further action at this stage.**

Proposal 2 therefore automatically fell away with no vote being taken.

**ACTION: Cllr D Collins and the Assistant Clerk to obtain costs for the proposed works to report back to Council.**

**HTC/19.82 Updates from Working Groups/representatives on external groups reporting to Council**

**19.82.1.** Policies and Procedures Working Group.

A meeting of the group is to be organised. **ACTION: Clerk**

**19.82.2.** Climate Emergency Working Group.

**The following were noted:**

- minutes of the first meeting of the Working Group on 10 September 2019
- Leeds City Cllr Lisa Mulherin, Executive Board Member for Climate Change, Transport and Sustainable Development, has been invited to attend the Council meeting on 27 November 2019 – no response as yet

**19.82.3.** Children’s Play Area Working Group.

The Group has not yet met.

**19.82.4.** Dementia Champion – Cllr J Arbuckle

**The following were noted:**

- report received from Cllr J Arbuckle dated 2 October 2019 – attached.
- Invitation to Age Proud Leeds Event - 3 October 2019, 11am to 3pm.

**HTC/19.83 Jubilee Clock, Fink Hill**

Referred from F&GP - to consider restoration/re-decoration.

Members considered the quote for various options for the restoration/re-decoration of the Jubilee Clock. Work could not begin until spring when weather conditions improved.

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

It was noted that Proposal 3 contained contradictory figures – either £3,128 or £3,278.

**RESOLVED: Subject to clarifying the price of Proposal 3, to accept Proposal 3 and to commission the restoration/re-decoration work.**

**HTC/19.84 NALC - Policy Consultation E-Briefing 09-19 Independent Review Into Local Government Audit**

To consider. Paper previously circulated to members and in agenda pack.

**Noted. No response to be given.**

**HTC/19.85 Chair's nominated charity**

To consider whether to nominate a Chair's charity. Advice from Yorkshire Local Council's Association was presented to members.

**RESOLVED: That an article be published in Horsforth Matters inviting Horsforth residents to make suggestions for a Chair's charity.**

**HTC/19.86 Matters for information**

YLCA branch meeting – 8 October 2019. Robert Stirk, Leeds City Council, principal licensing officer, will be attending. **Noted.** Cllrs C Calvert and SM Dowling will be attending.

**HTC/19.87 Council Surgery**

- Members noted issues raised in the Council surgery, including parking on Broadgate Lane and alleged abusive language directed at residents. It was **noted** that these issues had been raised at previous Council surgeries and that members had already taken action to raise the issues with PCSOs, LCC Highways and Broadgate School.

**ACTION: Clerk to send letter to residents of Chaddlewood Close advising of actions taken.**

It was **AGREED** that the office should be the point of contact for all future correspondence arising out of Council surgeries.

- Cllrs C Calvert and SM Dowling volunteered for the Council surgery on 27 November 2019, 6:30pm – 7pm.

**HTC/19.88 Items for future agenda**

Leeds City Cllr L Mulherin – Climate Change  
“Moving into the real world” – Horsforth Community Group

**HTC/19.89 Date of next meeting**

27 November 2019 at 7pm.

Deadline for agenda items: 13 November 2019.

The meeting closed at 8:40pm

*Distribution: Cllrs J Arbuckle, B Batchelor, C Calvert, R Capitano, D Collins, SM Dowling, SL Dowling, J Garvani, C Glover, R Hardcastle, R Harris, B Heaviside, E Hyndes, R Jacques R Jones, M Leech, G MacFarlane, P Mallott, D Prater, C Sellers, R Shaw, T Stones*

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