



Horsforth Town Council
Community and Environment Committee Minutes
1 October 2020 at 7pm

Present:

In the Chair: Cllr R Jacques

Cllrs B Batchelor, C Calvert, R Capitano, D Collins, SM Dowling, R Hardcastle, E Hyndes, R Jones, P Mallott, D Prater, C Sellers, R Shaw, T Stones

In attendance: J Sou - Clerk.

CE/20.1 To accept apologies and the reason for absence.

RESOLVED: To accept the apologies and reasons for absence from Cllrs SL Dowling and R Harris.

CE/20.2 Declaration of Disclosable Pecuniary and other Interests.

The following non-pecuniary interests were declared:

Cllrs D Prater and E Hyndes – Item 7.2.1 – know the applicant

CE/20.3 To consider questions and comments from members of the public at the Chairman's discretion.

No members of the public present.

CE/20.4 Minutes of the previous meetings

RESOLVED: That, subject to an amendment to Minute CE/19.82 to show Cllr C Calvert had declared an interest as a member of Friends of Horsforth Hall Park, the minutes of the meeting held on Thursday 5 March 2020 are a true record.

ACTION: Clerk to amend minutes.

CE/20.5 Committee budget 2020-21

It was **noted** that a proportion of the Committee budget for 2020-21 would not be spent due to the cancellation or reduction of events and activities as a result of Covid-19.

RESOLVED: To request Finance and General Purposes Committee to rollover unspent Committee funds for Committee use in the next financial year

CE/20.6 Grant/Sponsorship feedback

Members **noted** feedback from Horsforth Cricket Club.

CE/20.7 Grant and Sponsorship applications

19.7.1. To note the following awards for 2019-20 were not made due to Covid-19 and the cancellation of the events:

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- Dementia Friendly - £400 grant towards costs of a play for Dementia Action Week
- Horsforth Churches Together - £500 sponsorship towards Good Friday Walk of Witness

19.7.2. To consider grant and sponsorship applications

19.7.2.1. Grant application – Singing Mums.

Cllr D Prater left the meeting during the discussion and vote.
Cllr E Hyndes did not take part in the discussion and left the meeting during the vote.

RESOLVED: To defer a decision for the present time and that the organisation be asked to provide further information on its accounts and how it is structured; whether it is possible for the organisation to provide a constitution and to ask the organisation to explain how it distinguishes itself from a business.

ACTION: Clerk to make the necessary enquiries.

CE/20.8 Jubilee Garden

Members **noted** a report from Cllr P Mallott.

The new timberwork had been completed but it still needed to be finished with preservative.

The garden was still being maintained by Horsforth in Bloom.

CE/20.9 Events Sub-Committee

Noted: date of next meeting: 8 October 2020

Member of public to be invited to speak on an alternative Christmas switch-on event.

CE/20.10 Covid-19

Members **noted** the impact of Covid-19 on the Committee's activities. The following activities were/had been cancelled or affected:

- Jubilee Garden maintenance (now resumed)
- Floral displays
- Annual Event (VE Day celebrations)
- Summer band concerts
- Civic Service
- Stall at Horsforth Gala
- Grants and sponsorship applications
- Horsforth Matters
- Remembrance Service 2020
- Christmas switch-on 2020

ACTION: Clerk to check if any refund is due from Horsforth Gala for a stall.

CE/20.11 Remembrance Service 2020

To be considered by Events Sub-Committee. No action for referral.

CE/20.12 Horsforth Town Council Christmas Lights and Switch-On Event

To be considered by Events Sub-Committee. No action for referral.

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Discussion regarding the Christmas budget being split into separate elements for (1) the “infrastructure” such as lights, motifs and trees which Committee would provide even without a Christmas event, and (2) a Christmas event. The Christmas budget spreadsheet showed the separate elements but the budget was not formally split into separate budget heads.

Noted that paying for new Christmas lights connections on New Road Side would lead to an overspend on the Christmas budget.

RESOLVED: To vire £1000 from Band Concerts budget to Christmas budget for 2020-21.

Note: Cllr SM Dowling gave apologies and left the meeting at this point.

CE/20.13 Annual Event

To be considered by Events Sub-Committee. No action for referral.

CE/20.14 Good Citizen and Young Achiever Awards

Discussion regarding the presentation of the 2020 awards.

RESOLVED: To consider whether a socially-distanced and Covid-19 safe presentation of the awards to the winners on their “doorsteps” would be possible.

ACTION: Clerk to enquire if the appropriate Council representatives and the award winners would be willing to present and receive the awards in this manner.

Discussion regarding the 2021 awards – to be advertised on the Council website and Facebook page and by word of mouth.

CE/20.15 Horsforth Matters

Members **noted** an update. Covid-19 had delayed any work on Horsforth Matters.

Discussion whether the next issue should be a digital copy or a paper copy and delivery options.

RESOLVED: That the Editorial Group meet to discuss the next issue of Horsforth Matters and that this be a printed copy distributed by paid delivery.

CE/20.16 Website

AGREED that the website-entry for Committee be finalised by the Chairman with the Clerk and Assistant Clerk.

CE/20.17 Street furniture risk assessment and inspection

RESOLVED: To approve the risk assessment and updated inspection documentation.

ACTION: Members to contact Office to volunteer to carry out inspections.

CE/20.18 Hall Park

Members **noted** that the new skate park was now open.

Cllr Collins reported that most comments received had been positive.

Comment made that it was a good outlet for older youngsters and it was good to see it used by a good mix of ages and groups.

CE/20.19 Horsforth Fairtrade Steering Group

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Noted: update from Cllr Heaviside – Fairtrade Foundation had granted an extension for the renewal date for Horsforth Fairtrade status to 31 March 2021; the Fairtrade Group was requesting a further month’s extension after this date.

CE/20.20 Young People’s Champion

Nothing to report.

CE/20.21 Dementia Friendly Horsforth

Nothing to report from Cllr J Arbuckle.

Cllr C Calvert, as a member of Dementia Friendly, reported that the group had held a stall at the Farmers’ Market in September and was still active. The Annual General Meeting was on 12 October 2020.

CE/20.22 Litter

Members **noted** the following:

- Cllr D Collins reported that Leeds City Council enforcement was back to normal levels.
- There was a high level of litter at Horsforth School caused by discarded face masks.
- Work done by Horsforth Litter Pickers

RESOLVED: To ask Horsforth Litter Pickers to inform the Council of any litter picking events for members to promote and to publish on the Council’s Facebook page

ACTION:

Members to report any litter problems to the Office for referral to Cllr D Collins who will take up with Leeds City Council officers.

Cllr D Collins to report the problem of litter at Horsforth School to Leeds City Council officers

Office to ask Horsforth Litter Pickers to update on any litter picking events in Horsforth

CE/20.23 Matters for Information

None.

CE/20.24 Items for future agenda

Budget 2021-22

CE/20.25 Date of the next Meeting

Next meeting of the Committee: 10 December 2020

Deadline for agenda items: 27 November 2020

The meeting closed at 8:25pm.

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

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