



## Horsforth Town Council

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### To Members of the Council

You are summonsed to attend a remote meeting of Horsforth Town Council to be held at zoom.us on **Thursday 28 January 2021 at 7:00pm** for the purpose of transacting the business stated in the agenda below.

To join the meeting, please click on the link below:

[Link to meeting 28 January 2021 at 7pm](#)

If wishing to join by telephone or mobile, please dial one of the following numbers and follow the instructions:

- +44 203 481 5237 United Kingdom
- +44 203 481 5240 United Kingdom
- +44 203 901 7895 United Kingdom
- +44 131 460 1196 United Kingdom
- +44 203 051 2874 United Kingdom

Meeting ID: 898 3033 9408

Passcode: 638660

### NOTE:

**Telephone and mobile calls will be charged at the user's service provider's rates and are payable by the user.**

**The number that you are calling from will be displayed on entry into the meeting.**

Members of the public are welcome to attend the meeting.

J Sou  
Clerk  
21 January 2021

### Agenda – REVISED

#### Introduction to remote meetings – Cllr John Garvani, Chairman

1. **To receive apologies for absence and to consider the reason for the absence**  
To include Cllr G MacFarlane's apologies and reasons for absence for the Council meeting of 16 December 2020
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. Public Participation**

To hear from members of the public who wish to make representations, answer questions and give evidence in respect of the business on the agenda.

The period of public participation shall not exceed 15 minutes unless directed by the Chairman.

A member of the public shall not speak for more than 3 minutes.

A question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.

Members of the public may not speak during the remainder of the meeting unless specifically invited to do so by the Chairman.

**4. Minutes of the previous meetings**

Council is asked to approve the minutes of the meeting held on 16 December 2020 and the extraordinary meeting held on 6 January 2021 (**previously circulated and in agenda pack**).

**5. Horsforth policing update**

To receive a report and consider any action required.

**6. Budget and Precept 2021-22**

To set the budget and precept demand for 2021-22.

To set designated funds for 2021-22

Recommendations from Finance and General Purposes Committee (FGP):

- **Budget £152,652**

- **Precept demand £124,201 (nil increase for council tax payers)**

Recommended budget and designated funds – **see agenda pack**.

**Note:** Detailed budget papers and worksheet will also be circulated separately and will be provided at the meeting.

**7. To submit the minutes of Committee and working group meetings as listed under for Council to note and to consider recommendations not otherwise listed on this agenda:**

<b>7.1</b>	Planning, Licensing and Traffic Committee	23 July 2020 20 August 2020 17 September 2020 15 October 2020 19 November 2020 17 December 2020 (draft)
<b>7.2</b>	Community and Environment Committee	1 October 2020 10 December 2020
<b>7.3</b>	Finance and General Purposes Committee	12 November 2020 14 January 2021 (draft)
<b>7.4</b>	Events Sub-Committee	8 October 2020 29 October 2020 18 November 2020 (draft)
<b>7.5</b>	The Green Advisory Group	6 October 2020 (draft)
<b>7.6</b>	Website Working Group	4 September 2020 30 October 2020 (draft)

**Committee minutes are available on the Council's website.**

**Sub-Committee, advisory and working group minutes can be found in the agenda pack.**

**8. Accounts and List of Payments**

**Recommendations from FGP:**

**8.1.** To approve the accounts and list of payments to 31 December 2020. **See agenda pack.**

**8.2.** To approve the draft reserves policy. **See agenda pack.**

**8.3.** To immediately transfer £8000 from General Reserves and £8000 from the Elections revenue budget to the Elections Designated Fund – to result in a balance of £16,850 in the Elections Designated Fund.

**8.4.** To note: on 12 November 2020, FGP recommended the establishment of a Defibrillator Designated Fund with the balance of any unspent funds in the Defibrillator revenue budget. This recommendation has now been superseded by FGP's recommendations for the 2021-22 budget to include £1000 in the revenue budget for Defibrillator maintenance.

**9. Remembrance Service event**

To confirm whether Council is to take over responsibility for organising the event from the Royal British Legion (RBL) (decision deferred from September 2020).

**See agenda pack for previous report to Council and RBL policy.**

**10. Free School Meals During Holidays**

To receive an update and consider any action required.

To note that no information has been received on how best to target the funds to provide free school meals during school holidays for vulnerable children.

To consider how the funds may be used to assist families struggling during the lockdown.

To include considering whether to make available some of the funds to schools so that they are able to help vulnerable children outside of school holidays.

**11. Community Infrastructure Levy Advisory Group**

To appoint members to the Group.

**12. Planning**

Note: this matter is referred to Council as the deadline for comments expires before the next Planning, Licensing and Traffic Committee meeting.

To consider a response to a change to the following planning application:

Ref: [20/04812/FU](#) – please click on the reference number to view the application on the Leeds City Council Public Access website.

Address: Land Adj The Gables 229 Hall Lane Horsforth Leeds LS18 5EG

Description: One detached house with detached car port

**13. Council surgeries**

To receive a report on activities and dates. To agree any action required.

**14. Matters for Information/updates**

Freedom of information requests

Leeds Bradford Airport – open letter from Group for Action on Leeds Bradford Airport

Other items to be reported verbally to the meeting.

**15. Items for future agenda**

**16. Date of next meeting**

25 March 2021

*Distribution: Cllrs J Arbuckle, B Batchelor, C Calvert, R Capitano, D Collins, SL Dowling, SM 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*