



## Horsforth Town Council

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### To Members of the Council

You are summonsed to attend an extraordinary meeting of Horsforth Town Council on **Thursday 17 June 2021 at 7pm at Emmanuel Baptist Church, Hall Lane, Horsforth LS18 5JE** for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

Simon Dowling  
Chairman  
10 June 2021

### 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. **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. **To adopt new Standing Orders in accordance with the Model Standing Orders 2018 issued by NALC. See agenda pack.**  
**Note:** sections highlighted in yellow in the model standing orders are options for Council to decide.
5. **To consider a motion to restrict numbers and for political proportionality on committees and sub committees**  
Motion proposed by Cllrs J Garvani, R Jones and Simon Dowling - **see agenda pack.**

6. To revise committee and sub-committee terms of reference in accordance with any changes to standing orders.
7. To appoint members to the following committees:
  - 7.1. Finance and General Purposes Committee
  - 7.2. Planning, Licensing and Traffic Committee
  - 7.3. Community and Environment Committee
  - 7.4. Staffing and Employment Committee (max 8 members to include Chair and Vice-Chair of Council and all genders to be represented)

See agenda pack for previous membership.

8. To elect Chair and Vice Chair of the following committees:
  - Planning, Licensing and Traffic Committee
  - Community and Environment Committee
  - Staffing and Employment Committee
9. To review working, steering and advisory groups and appointment of members and co-opted members to such groups (except where this is delegated to Committees)

Review to also consider whether the groups marked with \* should be dissolved if the group's specific task has been completed.

See agenda pack for previous membership and terms of reference/remit of groups (where available).

- Assets of Community Value Working Group\*
- Editorial Working Group
- Neighbourhood Plan Working Group (NPWG)\*
- Policies and Procedures Working Group
- 3&5 The Green Steering Group\*  
To also appoint a Chair of this Steering Group (in accordance with its Terms of Reference, the Chair is appointed by Council).
- Climate Change Working Group
- 3&5 The Green Advisory Group
- Children's Play Area Working Group
- Website Working Group
- Community Infrastructure Levy Advisory Group

10. To consider a motion to suspend physical Council and committee meetings and to hold virtual meetings instead

Motion proposed by Cllr R Jacques - see agenda pack.

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