



Horsforth Town Council

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Prior to the meeting there is a Councillor Surgery at 6:30pm to 7:00pm

To Members of the Council

You are summonsed to attend a meeting of Horsforth Town Council to be held at **St Margaret's Parish Centre, Church Lane, Horsforth** on **Thursday 30 September 2021 at 7:00pm** for the purpose of transacting the business stated in the agenda below.

Members of the public are welcome to attend the meeting.

J Sou
Clerk
24 September 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. Minutes of the previous meetings**
Council is asked to approve the minutes of the meeting held on 29 July 2021.
Previously circulated and in agenda pack.
- 5. To receive and note the minutes of the following meetings:**
See agenda pack

Planning, Licensing & Traffic Committee	22 July 2021
	19 August 2021
	23 September 2021 (draft)

Community and Environment Committee	9 September 2021 (draft)
Finance and General Purposes Committee	16 September 2021 (draft)
Events Sub-Committee	2 September 2021 (draft)
Editorial Working Group	5 August 2021 (draft)

6. Police report

To note and consider the latest crime statistics for Horsforth. **See agenda pack.**
 To consider any other policing matters.
 Police representatives have been invited to the meeting.

7. Finance

To approve the accounts and list of payments to 21 September 2021. **See agenda pack**
 Internal control check – To appoint a member who is not an account signatory to carry out the internal control check with Cllr Raymond Jones

8. Committees and Working Groups – appointments

To appoint Cllr Margaret Townsley to the Planning, Licensing and Traffic Committee in place of Cllr Simon Dowling.
 To consider any other changes to committee and working group membership

9. Exclusion of press and public

In view of the confidential nature of the business about to be transacted at agenda item 10 to consider temporarily excluding the press and public and that they be asked to withdraw from the meeting.

10. 3&5 The Green

To receive an update and approve any action necessary.

See report in confidential papers.

11. Annual Event 2022 – The Queen’s Platinum Jubilee

To note that Finance and General Purposes has approved the allocation of an additional £3000 from General Reserves for the Annual Event 2022 – The Queen’s Platinum Jubilee.

Referral from Events Sub-Committee – Council is asked to decide the type of beacon.

See agenda pack for Report to Events Committee 2 September 2021.

[Link to The Queen’s Platinum Jubilee Beacons – Your Guide to Taking Part](#) (more information on the types of beacons can be found at pages 11-15 of the guide)

12. Covid 19 – impact on events

To consider whether planned events Remembrance Sunday and Christmas switch-on should go ahead in view of current Covid 19 Government guidelines. See [link](#) for current guidance. See [link for risk management template for outdoor events](#).

13. Remembrance Sunday event

To consider request and proposals from Rev Larry Hibbert - **see agenda pack:**

To appoint a Councill representative to work with him on the service content

To note his proposals for greater community involvement in Remembrance Sunday and to consider how Council could assist in finding and appointing volunteers for the roles

14. Free School Meals Fund (FSM Fund)

14.1. To note that Morrisons gift cards purchased for Horsforth Children’s Services were not all distributed. To decide what to do with the remaining cards (value £105) (expire August 2022).

14.2. The FSM Fund expires in October 2021. To consider any further action in connection with this fund.

15. Reports from external organisations - To consider reports and any action required in relation to:

- Dementia Friendly – **see agenda pack**
- Horsforth Fairtrade
- Young People’s Champion

16. Fink Hill, Jubilee Clock – to approve payment of call out fee to replace motor £150+VAT

17. Matters for information - to be reported verbally

18. Items for future agenda

19. Date of next meeting - 25 November 2021

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, M Townsley