



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 27 January 2022 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
21 January 2022

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**
4. **Minutes of the previous meetings**
Council is asked to approve the minutes of the meeting held on 25 November 2021.
Previously circulated and in agenda pack.
5. **To receive and note the minutes of the following meetings:**
See agenda pack

Community and Environment Committee	2 December 2021 (draft)
Staffing and Employment Advisory Meeting	11 January 2022 (draft)
Finance Advisory Meeting	13 January 2022 (draft)
6. **Police report**
To note and consider the latest crime statistics for Horsforth. **See agenda pack.**
To consider any other policing matters.
7. **Budget and Precept 2022-23.**
To set the budget and precept for 2022-23. **Budget papers circulated separately.**

8. **Finance**
 - To approve the accounts and list of payments to 31 December 2021. **See agenda pack**
 - To approve the virement of £1000 to Defibrillator budget from another budget head.
 - To consider opening new accounts with Cambridge Building Society and Metro Bank and the signatory requirements. **See agenda pack.**
9. **3&5 The Green**

To approve the final lease and plan. **To be circulated separately.**
To consider and approve any other action required.
10. **Committee and working group membership**

To consider changes and new appointments.
11. **Staffing and structure review and recruitment**
 - 11.1. In view of the confidential nature of the business about to be transacted during this agenda item to consider temporarily excluding the press and public and that they be asked to withdraw from the meeting.
 - 11.2. To note the Staffing and Structure Review prepared by Local Council Consultancy and to consider the review and the recommendations arising from the review. **See agenda pack.**
 - 11.3. To approve the job description and person specification. **To be provided.**
 - 11.4. To approve a budget for recruitment
12. **Queen's Platinum Jubilee event**

To approve the type of beacon. **See agenda pack.**
13. **Grant application referred from Community and Environment Committee – Horsforth Shed. See agenda pack**
14. **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
15. **Covid 19 – to consider the following:**
 - venues for future Committee meetings and any requirements
 - office opening to the public and any requirements
16. **Councillor surgery**

To note any matters arising from councillor surgeries
To appoint volunteers for the next councillor surgery – 24 March 2022
17. **Matters for information - to be reported verbally**
18. **Items for future agenda**
19. **Date of next meeting – 24 March 2022**

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, T Stones, M Townsley