



## Horsforth Town Council

### Full Council Minutes

Wednesday 27 January 2022 at 7.00pm

St Margaret's Parish Centre, Church Lane, Horsforth, Leeds LS18 5LA

**Present: In Chair** – Cllr Simon Dowling

<b>Broadfields</b>	<b>Brownberrie</b>	<b>Hall Park</b>	<b>Victoria</b>	<b>Woodside</b>
Emmie Bromley	Reiss Capitano	Simon Dowling	Jude Arbuckle	Chris Calvert
John Garvani	Dawn Collins	Katharine Firth	Charlotte Sellers	
Eddie Hyndes	Rob Harris	Richard Hardcastle		
Raymond Jones	Margaret Townsley	Peter Mallott		
		Tracy Stones		

**In attendance:** J Sou – Clerk

**HTC/21.58 – 21.60** These minute numbers have been left blank intentionally.

**HTC/21.61** To receive apologies for absence and to consider the reason for the absence  
**RESOLVED:** That the apologies and reasons for absence from Cllrs B Batchelor, S L Dowling, C Glover, B Heaviside, R Jacques and D Prater be accepted.

**HTC/21.62** Declaration of Disclosable Pecuniary and other Interests  
None declared.

**HTC/21.63** To consider questions and comments from members of the public at the Chairman's discretion  
None present.

**HTC/21.64** Minutes of the previous meeting  
**RESOLVED:** That, subject to changing the day of the meeting from "Wednesday" to "Thursday", the minutes of the meeting held on 25 November 2021 are a true record.

**HTC/21.65** The minutes of the following meetings were noted:

Community and Environment Committee	2 December 2021 (draft)
Staffing and Employment Advisory Meeting	11 January 2022 (draft)
Finance Advisory Meeting	13 January 2022 (draft)

**HTC/21.66** **Horsforth Policing Update**  
Members **noted** the report from West Yorkshire Police on crime statistics for the period 25 November 2021 to 6 January 2021.

Signed ..... Dated .....

Police representatives had not been invited to the meeting due to the amount of business already on the agenda.

Concern was expressed that the crime report and statistics did not represent the full picture in the area. Members reported crimes that had been reported to the police but did not seem to be included in the statistics.

**ACTION: Clerk to report concerns to West Yorkshire Police and to the Deputy Mayor of West Yorkshire.**

**HTC/21.67 Budget and Precept 2022-23**

A recorded vote was requested for the setting of the precept.

**RESOLVED: To request a precept of £126,019 that would not entail any increase in the amounts to be paid by individual council taxpayers**

**FOR:** C Calvert, R Capitano, D Collins, K Firth, R Hardcastle, R Harris, P Mallott, C Sellers, T Stones and M Townsley (10)

**AGAINST:** Cllr J Arbuckle (1)

**ABSTAINED:** Cllrs E Bromley, S M Dowling, J Garvani, E Hyndes and R Jones (5)

**RESOLVED: To approve the budget of £178,272 knowing that Council usually underspends and that there is sufficient in reserves. Approved budget attached.**

**Budget to be reviewed in 6 months with a view to informing the public if future budgets will need significant increases.**

**HTC/21.68 Accounts and List of Payments**

**RESOLVED: To approve the accounts and list of payments to 31 December 2021.**

**RESOLVED: To approve the virement of £1000 from Climate Change to Defibrillator budget.**

**RESOLVED: To approve opening a savings account with Metro Bank with the monies in the Yorkshire Bank account; the signatories of the account to be the Council's existing four signatories Cllrs S M Dowling, J Garvani, R Hardcastle and E Hyndes, with the Clerk also to be appointed as a signatory if necessary to permit day-to-day administration of the account.**

**HTC/21.69 3&5 The Green**

Copies of the final engrossed lease and plan had been circulated separately to all members.

**RESOLVED: To approve the final lease and plan**

**RESOLVED: That the lease documents be signed by Cllrs S M Dowling and J Garvani. Clerk to witness.**

**HTC/21.70 Committee and working group membership**

**RESOLVED: To approve the following adjustments to Committee membership:**

- **Planning, Licensing and Traffic Committee – Cllr C Calvert to join**
- **Community and Environment Committee – Cllr E Bromley to replace Cllr R Jones**
- **Finance and General Purposes Committee – Cllr E Bromley to join**

Updated Committee membership attached.

**HTC/21.71 Staffing and structure review and recruitment**

**21.71.1. RESOLVED: Under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public from the meeting during this item**

Signed ..... Dated .....

of the agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- 21.71.2. **Noted: The Staffing and Structure Review prepared by Local Council Consultancy**
- 21.71.3. **RESOLVED: To approve the recruitment of a deputy clerk for 24-37 hours per week.**
- 21.71.4. **RESOLVED: To approve a budget of £1000 for recruitment**

All other recommendations were deferred.

- HTC/21.72 Queen's Platinum Jubilee event**  
**RESOLVED: To approve purchasing a gas beacon from 21CC Group Ltd, price £490+VAT**
- HTC/21.73 Grant application referred from Community and Environment Committee**  
**RESOLVED: To approve the application from Horsforth Shed for a grant of £1000 to buy hand tools and a secure storage unit.**
- HTC/21.74 Reports from external organisations**  
Dementia Friendly report 10 January 2022 – noted.  
There were no reports in relation to Horsforth Fairtrade or Young People's Champion
- HTC/21.75 Covid 19 considerations**  
**RESOLVED: That Committee meetings return to the Mechanics Institute**  
**RESOLVED: That the office is open to the public by appointment only**
- HTC/21.76 Councillor surgery**  
There were no attendees at the Council surgery held prior to the meeting  
Cllrs J Garvani and R Jones volunteered for the next councillor surgery – 24 March 2022
- HTC/21.77 Matters for information – none**
- HTC/21.78 Items for future agendas**  
Lone soldier motif outside the motif: to consider asking that this be lit throughout the year – refer to Community and Environment Committee
- HTC/21.79 Date of next meeting – 24 March 2022**  
**Deadline for agenda items – 14 March 2022**

The meeting closed at 9:00pm

*Distribution: Cllrs J Arbuckle, B Batchelor, E Bromley, 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*

Signed ..... Dated .....