



Horsforth Town Council

Mechanics Institute
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Horsforth
Leeds
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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 24 March 2022 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
18 March 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**
Note: 2 guest speakers have been invited.
Kat Morrison – Climate Action Leeds
Caroline Tomes – Climate Action in Horsforth survey
4. **Minutes of the previous meetings**
Council is asked to approve the minutes of the meeting held on 27 January 2022.
Previously circulated and in agenda pack.
5. **To receive and note the minutes of the following meetings:**
See agenda pack. Draft minutes not contained in the pack will be circulated at a later date.

Planning, Licensing and Traffic Committee	20 January 2022 (advisory group) 17 February 2022
Community and Environment Committee	3 March 2022 (draft)
Finance and General Purposes Committee	10 March 2022 (draft)
Events Sub-Committee	10 February 2022 15 March 2022 (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 28 February 2022. **See agenda pack**
 - To approve any virements. Details of any to be provided at the meeting.
 - To note/approve any payments. Details of any to be provided at the meeting.
 - To note the pay award 2021-22 at 1.75% has been agreed.
8. **Internal audit**
Internal control check – to consider and note.
Internal audit review – to consider and note.
See agenda pack.
9. **3&5 The Green**
To receive an update and to consider and approve any action required.
10. **Casual vacancy – Victoria ward**
To receive an update.
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 consider updates and recommendations from Staffing and Employment Committee. **Verbal report to be given.**
12. **Changes to committees and working groups**
To consider.
13. **Fink Hill junction improvement works**
To note and to consider any action required.
14. **Reports from external organisations** - To consider reports and any action required in relation to:
 - Dementia Friendly.
 - Horsforth Fairtrade
 - Young People’s Champion
15. **Meeting schedule 2022-23**
To consider. **To be provided.**
16. **Councillor surgery**
To note any matters arising from councillor surgeries.
There will be no councillor surgery at the next meeting which is the Annual Meeting of Town Council.
17. **Matters for information** - to be reported verbally
18. **Items for future agenda**
19. **Date of next meeting**
Annual Town Meeting – 28 April 2022
Annual Meeting of Town Council – 26 May 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