

# **Horsforth Town Council**



## **Annual Report 2011**

**Horsforth Town Council's Annual  
Report for April 2010 to March 2011**

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### **1. Introduction**

Welcome to the first Horsforth Town Council annual report.

This document is a formal report outlining the services and activities the council has been involved with over the past year. It also includes details relating to the Town Council's Finances.

The Annual Town Meeting is held in May each year and this year the meeting is being held at St Margaret's Parish Centre at 7.30pm Wednesday the 11<sup>th</sup> May 2011.

## **2. Chairman's Comments**

It has been a great honour and pleasure to have served as chairman of Horsforth Town Council for the last year. A year which has seen many changes as the council moves towards Quality Council Status, this approach could allow the town council to undertake various roles and responsibilities that at the moment are in the domain of Leeds City Council.

It has been an exceptionally busy year for the town clerk as he gained many accreditations and qualifications by attending numerous courses and seminars over the past year; he has achieved this and at the same time maintained a high level of commitment to his normal duties.

I would like to take this opportunity to thank all the town councillors for their work and dedication over the past year, and a special thank you to those members who having served Horsforth for several years have chosen not to stand for re-election.

There will be a number of new faces on the council following the elections in May, and I have no doubt that those newly elected members will soon settle in and find their niche in whichever committee they choose to be a component of.

In these difficult economic time's value for money must be a priority for all elected members, I am aware that the budgets set for the various committees for 2011-2012 will be challenging but I am confident that all councillors will rise to the occasion and provide the township of Horsforth with quality and affordability.

Councillor Andy Barker  
Chairman 2010 - 2011  
Horsforth Town Council

### **3. Committee Reports**

#### **3.1 Environment Committee**

The Committee had five main areas of service to deliver in 2010/2011:

- ❖ Weekly Street cleaning.
- ❖ Providing the Christmas lights.
- ❖ Providing and maintaining the hanging baskets and other floral contributions in town.
- ❖ Organising Schools, Pubs and Restaurants floral competition.
- ❖ Clearing 27 public rights of way.

The street cleaning service was provided by a co-ordinated weekly programme which rotated on a three week cycle between Town Street, Station Road and New Road Side. This cleaning was in addition to that provided by Leeds City Council.

This year the Christmas lights were provided and installed by Leeds City Council. Town Street, Station Road, The Old Ball Roundabout, New Road Side and Alexandra Road all had lights which were turned on at about 4.30pm every evening. Sadly the Town's Christmas Lights Switching On ceremony had to be cancelled because of the adverse weather conditions.

As usual March and June saw the arrival of the hanging baskets and other floral displays across Horsforth. A programme of bulb planting along verges of the Broadway was also carried out. These events really do have an impact on the town. They are complimented by the Horsforth in Bloom Committee who work tirelessly to create beautiful displays across the town.

The Schools, Pubs and Restaurants floral competitions were carried out just before the Horsforth in Bloom judging took place. The standard of displays was, as usual, very high making it very difficult for the judges to select the winners. The judges finally decided:

- ❖ School competition winner – St Margaret’s Church of England Primary School
- ❖ Pubs and Restaurant joint 1<sup>st</sup> winners were – The Bridge Inn and Toby Carvery.

A long standing contract is also in place with a local company to clear and maintain 27 public rights of way in the town. Leeds City Council maintains the remainder. These were cleared twice this year in late spring and in autumn.

Two items of new work has been agreed and these will be carried out shortly.

- ❖ The first of these is to provide a planter with shrubs and flora for the traffic island at the junction with Broadgate Lane and King Edward Avenue.
- ❖ The second piece of work is to tidy the Old Ball roundabout.

Councillor Geoff Kneeshaw  
Chair of Environment Committee

### **3.2 Community Committee**

The Committee has had a busy 12 months – the number and variety of applications for grants highlights the extensive range of activities that happen in Horsforth. The level of grant is set at £500. Certain organisations make annual requests for grants. As from May 2011, the Community Committee has set aside a ring fenced sum to sponsor these organisations, which will be listed as “Sponsorship”.

#### **List of Grants awarded**

❖ Friends of Hall Park for Band Concerts	£500
❖ Broadgate Allotment Association to assist with perimeter fencing	£500
❖ Kerry Garth Residents Association for gardening	£100
❖ Cookridge & Horsforth U3A to assist with the purchase of IT Equipment	£200
❖ Horsforth Children’s Centre, Parent & Children’s visit to Chester Zoo	£380
❖ Horsforth Youth Service open day	£300
❖ Arts & Craft Association	£300
❖ Live at Home Scheme Gardening Project	£500
❖ Safe Haven @ Willow Green All faith café, food distribution and furniture recycling charity, assistance with set up costs.	£500
❖ Horsforth Competitive Festival of Music Drama & Dance assistance with the running cost of festival.	£300
❖ Horsforth Healthy Walking Group – Assistance with producing a printed handbook and stationary costs.	£200
❖ Horsforth Sports & Fun Day – Assistance with running the event.	£300
❖ Yarnbury RFC – Purchase of heavy Roller	£250
❖ Hall Park Cricket Club – To enhance security	£500
❖ Horsforth in Bloom – To replace plants	£300

❖ Roundabout Playgroup – To purchase room dividers	£483.85
❖ St James Parish Centre – To purchase new blinds and Light diffusers for the Parish Community Centre	£500
<b>Total amount of grants awarded</b>	<b><u>£6113.85</u></b>

The standing orders of the Town Council set out the criteria by which all grants can be made. The number of grants, in the past year from May 2010 to March 2011, is 17.

All these have been made within the budget set by the Full Council. As with the other committees, the Community budget for next year is capped at £23 000.

Breakdown of the Community Budget:

Grants	£6,000
Newsletter/Publicity	£10,000
Award Scheme	£100
Civic Reception	£200
Sponsorship	£3,000
Special Project	£2,000
Contingency fund	<u>£1,700</u>
	<b><u>£23,000</u></b>

Members of the Public requested that the Community Committee look at the provision of extra or replacement seating in various areas of Horsforth. After due process, the full Council agreed to buy 6 seats, made from recycled materials & with the Horsforth Logo. To date the seats are in the process of being sited. Following objections from local residents, one site was withdrawn, though a planter will still be put in place.

Work is still progressing in the development of the Old Library site where, hopefully 2 seats, a Council notice board and a mosaic, designed by our Young people, will be sited within a landscaped area.

The Community Committee continues to publish The Directory at 2 yearly intervals and Horsforth Matters twice a year. From this Summer, 2011, the publication of a newsletter will increase to 4 times a year. This is in line with the requirements for the Council's wish for Quality Status. The Website is ongoing, giving information about Council activities and current legislation.

Following a request from local residents, the Full Council set up a small committee to plan and organise a Celebration for the 70<sup>th</sup> Anniversary of the achievements, in capturing the Enigma machine and code books, of the Corvette HMS Aubretia.

This will take place on Sunday 16<sup>th</sup> October 2011 at 3pm, on The Green.

The Community Committee continues to make the "Good Citizens Award" – this year to Geoff Poad for his work at the Museum. The Committee continues to invite further nominations.

Personally, I wish to give whole hearted thanks to the people of Horsforth, to the Town Clerk, and to the members of the Community Committee for their continuing support for Horsforth.

Councillor Jude Arbuckle  
Chair of Community Committee

### **3.3 Public Safety & Traffic Committee**

This year we have been working with West Yorkshire Police to reduce crime, anti social behaviour and people's fear of crime. West Yorkshire Police have held regular workshops in the library for residents to call in and discuss any issues or problems they may have.

Funding has been provided for the provision of two Police Community Support Officers, (PCSO'), to work in Horsforth and provide a higher police presence on the streets.

PCSO's have worked at reducing the speed on Horsforth roads by deploying the speed indication device which helps to deter drivers from speeding and making our roads unsafe.

This year the Committee used some of its budget to purchase police overtime to carry out random Speed Checks using laser speed guns. This was a great success with the speed hot spots being targeted. Drivers were soon taking notice and curbed their speed in those areas. Purchasing police overtime and using the laser speed gun will continue into the next financial year to act as a deterrent for speeding on our roads.

Most recently the committee in conjunction with West Yorkshire Police have provided 300 purse chains for distribution to residents of Horsforth.

The Committee continues to work closely and meets regularly with the Horsforth Pub Watch Group. This group has had a good deal of success with a firm network of publicans now enlisted as members and playing an active part in our neighbourhoods.

Councillor Ian Scott  
Chair of Public Safety & Traffic Committee

### 3.4 Planning & Licensing Committee

Between April 2010 and March 2011 the Planning Committee looked at 158 applications. These covered a wide variety of requests:

- ❖ Residential
- ❖ Education
- ❖ Library
- ❖ Change of use
- ❖ Time Extensions
- ❖ Signs
- ❖ Licensing hours
- ❖ Retail
- ❖ Air conditioning
- ❖ Communication masts
- ❖ Large developments
- ❖ Lighting
- ❖ Sports facilities

Within each category the numbers were as follows:

<b>Type of Application</b>	<b>Number of Applications</b>
Residential	115
Education	7
Library	1
Change of use	15
Time Extensions	4
Signs	3
Licensing hours	4
Air conditioning	1
Communication masts	2
Large developments	1

Lighting	1
Retail	3
Sports facilities	1

From these applications, the Planning Committee made comments on 25.

5 of these were applications within the 2 conservation areas.

Type of Application	Comments	Conservation Area	No Comments	Conservation Area
Residential	9	4	101	1
Education	1		5	
Library			1	
Change of use	3	1	10	1
Time Extensions			4	
Signs	1		2	
Licensing hours	3		1	
Air conditioning			1	
Communication masts	1		1	
Large developments	1			
Lighting			1	
Retail	1		3	
Sports facilities			1	

(I make the comment in passing that....) It is interesting to note that, out of the 25 applications where Horsforth Town Council had raised concerns and objections, 19 residential applications were approved, including applications within the Conservation areas. Of the 6 that were refused permission, 1 was a large residential development; 4 applications were to extend retail/licensing hours, & 1 was a residential extension.

Following a briefing from Martin Hughes, Secretary of the Newlay Conservation Society, the Planning Committee is more aware of the implications of the Localisation Bill. The implications are that when this becomes law, Horsforth could be facing a developer's charter – the impacts of which have been seen in the lack of sustainability in certain developments locally: equally Horsforth Planning Committee might have a greater say in the responses to applications. Whatever happens, the Planning committee will continue to be vigilant on behalf of Horsforth.

On a personal note, I would like to thank all the Councillors and other contributors to the Planning Committee for their considered input; and to the Town Clerk in his forbearance with the vagaries of modern technology and the digressions of the Committee.

Councillor Kate Arbuckle  
Chair of Planning & Licensing Committee

### **3.5 Finance & General Purpose Committee**

The Finance & General Purpose Committee is better known as the F&GP Committee and deals with the council's general business and makes recommendations to the council about any necessary actions it may have to take.

The Committee reviews the Council's income and expenditure on a regular basis and discusses applications from local organisations seeking grants in excess of £500.

It also calculates the following year's budget and recommends to Council the budget required to provide its services and the Precept to demand for the forthcoming year.

This year the Committee had the un-enviable task of calculating the council's budget and recommending that Committee budgets are capped and to recommend that council take account of these austere times and keep the Precept increase to a minimum. This year the Precept was increased by 0.5% providing the council with an increase of £608 on last years Precept.

Councillor Andy Barker  
Chair of Finance & General Purpose

#### 4. Finances

2009/10	<u>Income and Expenditure</u>	2010/11
	<b>Income</b>	
100,989.00	Precept	101,493.94
<u>1,171.50</u>	Bank Interest	<u>1,378.60</u>
<u>102,160.50</u>		<u>102,872.54</u>
	<b>Expenditure</b>	
1650.00	Grants from Reserves	5,700.00
248.00	Building & Property	5,914.93
27,247.70	Environment Committee	32,542.88
9,045.27	Community Committee	24,106.37
9,066.00	Public Safety Committee	17,791.19
00.00	Planning Committee	00.00
24,984.46	Staff Salaries, PAYE/NIC/Pen	26,678.05
738.00	Stationary	1,015.28
40.00	Advertising/Website	100.00
1,679.55	Miscellaneous Expenses	1,178.23
361.50	Office Equipment /Lease	392.50
00.00	Rent/Rates	2,100.00
00.00	Utilities	500.00
151.19	Travelling	00.00
78.00	Postage & Carriage	148.03
650.45	Telephone	426.32
1,895.00	Audit & Accountancy Fees	1,932.75
1,313.00	Membership Fee	1,380.00
400.00	Equipment Hire	00.00
814.09	Insurance	885.69
3,000	Hall Park Bye Election	5,403.67
20,000.00	Hunger Hill Woods	00.00
00.00	Seating	13,000.00
00.00	Horsforth Mosaic	1,700.00
<u>00.00</u>	Office Legal & Survey Fees	<u>1,500.00</u>
<u>103,364.71</u>	<b>Total Payments</b>	<u>144,395.89</u>
	<b>Balances Held</b>	
60,865.40	Current Account	45,881.44
<u>81,093.96</u>	Term Deposit	<u>52,347.56</u>
<u>141,959.36</u>	<b>Total Balances Held</b>	<u>98,354.00</u>

## 5. Councillor and Town Clerk Contact Details

Elected Members on the 5<sup>th</sup> of May 2011.

WARD	COUNCILLOR	CONTACT DETAILS
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	Pat Williams	Tel. 0113 258 6068

HALL PARK	Vacancy	
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	Geoff kneeshaw	Tel. 0113 258 4894
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