



## **Horsforth Town Council**

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### **Community and Environment Committee Minutes**

**Thursday 8<sup>th</sup> June 2023 at 7pm**

**Mechanics Institute, Town Street, Horsforth, Leeds LS18 5BL**

**Present: In Chair** – Cllr F. Gains (Chair)

Cllrs E. Bromley, B. Cousins, E. Hyndes, T. Stones, J. Tumalan, A. Wishart

**In attendance:** B. Crabtree – Clerk

#### **CE/23.1 Introduction from Chair**

Cllr Gains welcomed all to the meeting and thanked the previous members of the Committee for their hard work.

#### **CE/23.2 To accept apologies and the reason for absence**

Apologies were received from Cllr Gomersall and Cllr Richards and reasons were approved.

#### **CE/23.3 Declaration of Disclosable Pecuniary and other Interests**

Cllr Tumalan declared an interest in item CE/23.8.2, Cllr Stones declared an interest in item CE/23.12 and Cllr Hyndes declared an interest in item CE/23.8.3.

#### **CE/23.4 To consider questions and comments from members of the public at the Chairman's discretion**

Two members of public from Horsforth Community Garden, a project of Friends of Hall Park were in attendance regarding a grant they had applied for.

#### **CE/23.5 To approve the minutes of the Community and Environment Committee meeting held on 2<sup>nd</sup> March 2023.**

**Resolved** to approve the minutes of the meeting held on 2<sup>nd</sup> March 2023 as a true and accurate record.

#### **CE/23.6 Grant/Sponsorship**

##### **23.6.1 To receive feedback from previous applications/sponsorship.**

The Clerk reported feedback that Horsforth Churches Together had provided after receiving two grants earlier in the year for Perfectly Pitched and the Walk of Witness. The information will be published on the TC website.

##### **23.6.2 To consider grant and sponsorship applications received.**

**Resolved** to award a grant of £500 to Horsforth Community Garden, a project of Friends of Horsforth Hall Park towards raised beds for growing vegetables and herbs.

#### **CE/23.7 Good Citizen and Young Achiever Awards Scheme**

The Clerk reported that she had not received any nominations yet. The deadline for nominations is 13<sup>th</sup> October 2023 and all agreed to publicise the Award Scheme and contact local schools. This will be discussed further at the next meeting.

### **CE/23.8 Events**

**To receive updates/feedback from the Events Working Groups, elect a Lead for each Events Working Group and agree any necessary action:**

#### **23.8.1 Remembrance Service**

**Resolved** to elect Cllr Dowling as the Lead of the group. It was noted that the working group has not met yet.

#### **23.8.2 Christmas Event**

**Resolved** to elect Cllr Hyndes as the Lead of the group. The working group have met to start planning the event. It was noted that they are hoping to make the event bigger this year.

Cllr Tumalan left the room.

**Resolved** that the Town Council will work in partnership with Horsforth Town Team to organise the event. It was agreed that they need to ensure that HTT and HTC have clear responsibilities leading up to the event and on the day.

Cllr Tumalan entered the room.

#### **23.8.3 Annual Event**

The Annual Event 2024 was discussed. It was **resolved** to defer the item to allow the working group to meet and present recommendations at the next meeting.

##### **i. To consider arrangements for the Coronation Coins**

It was noted that the TC has 6 coins left after the Coronation event and it was agreed to award four coins to the winners of the Good Citizen and Young Achievers Awards, present one to The Museum and the TC will keep one to have on display at No.3 The Green.

### **CE/23.9 Christmas Lights 2023**

#### **23.9.1 To consider and agree the quotes received.**

**Resolved** to approve the cost of the festive lights at a cost of £14,834.00 and recommend to the F&GP Committee increasing the budget to £16,000 to purchase two Christmas trees.

Cllr Hyndes and Cllr Tumalan agreed to visit the LCC depot to choose the lights.

#### **23.9.2 To consider waiving requirement to seek 3 quotes as per Financial Regulations.**

**Resolved** to waive the requirement to seek 3 quotes.

### **CE/23.10 Civic Service 2023**

The Clerk reported that the Civic Service is being held on 23<sup>rd</sup> July 2023. St James' is celebrating a 175-year anniversary this year and the Civic Service is incorporated into those celebrations. St James' Parish Centre is hosting a St James' Cream Tea Day from 2pm until 4pm and they plan to start the Civic Service at 4pm. Invitations will be sent out shortly by the TC.

### **CE/23.11 Horsforth Matters**

It was noted that the Editorial Working Group have not met yet. A meeting has been arranged to discuss the next edition of Horsforth Matters and the possibility of providing E-Newsletters to residents via email.

### **CE/23.12 Horsforth Gala**

**Resolved** to have a pitch at the Gala that is being held on 24<sup>th</sup> June 2023 and it was agreed to publicise the TC projects at the event, have a craft activity, print out a large map of Horsforth for residents to provide suggestions of what they would like in specific areas and provide a communications questionnaire. The Clerk will contact all Cllrs to ask if they can volunteer on the day.

### **CE/23.13 Jubilee Garden**

No update.

### **CE/23.14 Floral displays**

No update.

### **CE/23.15 Band Concerts**

It was noted that one concert was held on 4<sup>th</sup> June 2023 and the Clerk will publicise the two upcoming concerts.

### **CE/23.16 Hall Park**

Cllrs discussed Hall Park during item CE/23.6.2 and felt that other areas of Hall Park need to be improved.

### **CE/23.17 Litter**

#### **23.17.1 To consider arranging an Action Day and working with Horsforth Litter Pickers**

**Resolved** to arrange a litter pick in Autumn within the wards and the Clerk will invite a member of Horsforth Litter Pickers to the next Committee meeting to discuss this further.

#### **23.17.2 To consider correspondence received regarding litter on Bayton Lane**

**Resolved** that this would be a matter for LCC and the Clerk will contact Parks and Countryside and respond to the resident.

#### **23.17.3 To consider a request to install a waste bin on the grassed area adjacent to The Horsforth Hotel**

**Resolved** to recommend to the F&GP Committee purchasing a waste bin if LCC gives permission to do so.

### **CE/23.18 To consider matters requested by Councillors/Clerk and agree any necessary action:**

#### **23.18.1 To consider arrangements for the Farmers Market**

**Resolved** to have a stall at the Farmers Market starting from August 2023 and the Clerk will contact all Cllrs and prepare a rota.

#### **23.18.2 To consider and agree arrangements for inspecting the Town Council assets**

**Resolved** that the Clerk will prepare of list of assets in each ward and contact all Cllrs about carrying out the inspections once a year.

#### **23.18.3 To consider and agree arrangements for inspecting ginnels**

**Resolved** that the Clerk will prepare of list of ginnels/footpaths in each ward and contact all Cllrs about carrying out the inspections once a year.

### **CE/23.19 Items for future agenda**

- Litter picking Action Day

### **CE/23.20 Date of the next Meeting**

**Next meeting of the Committee: 7<sup>th</sup> September 2023**

**Deadline for agenda items: 28<sup>th</sup> August 2023**

The meeting dates were noted.

The meeting closed at 9.02pm.

*Distribution: Cllrs E. Bromley, B. Cousins, F. Gains, S. Gomersall, E. Hyndes,  
E. Richards, T. Stones, J. Tumalan, A. Wishart*