



## Horsforth Town Council

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### To Members of the Council

You are summonsed to attend the **Full Council Meeting of Horsforth Town Council**, at **St Margaret's Parish Centre, Church Lane, Horsforth** on **Thursday 25<sup>th</sup> September 2025 at 7:00pm** for the purpose of transacting the following business.

Members of the public are welcome to attend the meetings.

B Crabtree

Town Clerk

19<sup>th</sup> September 2025

### Agenda

**1. Introduction from Chair**

**2. To receive apologies for absence and to consider and approve the reason for the absence**

**3. 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.

**4. Public Participation**

To hear from members of the public who wish to make representations, answer questions and give evidence in respect of the business on the agenda.

The period of public participation shall not exceed 15 minutes unless directed by the Chairman.

A member of the public shall not speak for more than 3 minutes.

A question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.

Members of the public may not speak during the remainder of the meeting unless specifically invited to do so by the Chairman.

**5. Police report**

5.1. To note and consider the latest crime statistics for Horsforth.

5.2. To consider any other policing matters.

Police representatives have been invited to the meeting.

6. **To welcome a representative from Horsforth Town of Sanctuary to provide an update**
7. **To approve the minutes of the Full Council meeting held on 17<sup>th</sup> July 2025. See agenda pack.**
8. **To receive an update and note previous minutes for the following committees. See Agenda Pack.**
  - 8.1. Finance and General Purposes
    - i. To consider a recommendation to approve a quote for an integrated bookings and accounts software package
  - 8.2. Planning, Licensing and Traffic
  - 8.3. Community and Environment
  - 8.4. Staffing and Employment
9. **Financial Matters. See Agenda Pack**
  - 9.1. To consider and approve the financial report to 30<sup>th</sup> August 2025 as recommended by the F&GP Committee
  - 9.2. To approve the Schedule of Payments and Income
  - 9.3. To note the conclusion of the External Audit for the financial year ending 31st March 2025
  - 9.4. To receive an update on the recent public consultation for the proposed loan, receive an update on the loan process, and agree any necessary actions.
10. **Organisation Matters**
  - 10.1. To consider and agree to adopt the IT Policy. See Agenda Pack.
  - 10.2. To review the Action Plan. See Agenda Pack.
11. **To consider matters requested by the Councillors/Clerk/Committee and agree any necessary action:**
  - 11.1. To receive an update from the Premises Development Working Group including:
    - i. To consider and agree to have a committee instead of a working group to manage the TC premises
  - 11.2. To consider and agree a recommendation to approve a quote for a workshop session to review the Neighbourhood Plan Policies
12. **Reports from external organisations**

To consider reports and any action required in relation to:

  - 12.1. Dementia Friendly. See Agenda Pack.
  - 12.2. Horsforth Fairtrade
  - 12.3. Young People's Champion
  - 12.4. Horsforth Climate action. See Agenda Pack.
  - 12.5. MHA Communities
  - 12.6. Peace Champion
13. **Council Surgery**

Two councillors are requested to provide their names for attendance at the next Council Surgery – 6:30pm to 7:00pm, 20<sup>th</sup> November 2025
14. **Items for future agenda**
15. **Date of next meeting**

Members are asked to note the date of the next meeting: 20<sup>th</sup> November 2025  
Deadline for agenda items: 10<sup>th</sup> November 2025

*Distribution: E Bromley, D Brosnan, D Collins, B Cousins, S Dowling, M Fletcher, F Gains, G Garvani, J Garvani, C Gillinder, S Gomersall, A Goulden, R Hardcastle, B Heaviside, E Hyndes, R Jones, A Martin, A Radford, E Richards, T Stones, J Tumalan, A Wishart*