



Horsforth Town Council

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Community and Environment Committee Extraordinary Meeting Minutes

Thursday 13th May 2025 at 7pm

Horsforth Museum, 5 The Green, Horsforth, LS18 5JB

Present: In Chair – Cllr Cousins (Chair)

E Bromley, S Dowling (substitute), M. Fletcher, G Garvani (substitute), C. Gillinder, T Stones

In attendance: B. Crabtree, Clerk

CE/24.74 Introduction from Chair

Cllr Cousins welcomed all to the meeting.

CE/24.75 To accept apologies and the reason for absence

Apologies were received from Cllr Gains, Cllr Hyndes, Cllr Richards, Cllr Wishart and reasons were approved.

CE/24.76 Declaration of Disclosable Pecuniary and other Interests

None declared.

CE/24.77 To consider questions and comments from members of the public at the Chairman's discretion

No members of public were present.

CE/24.78 Grant/Sponsorship

24.78.1 To review the Grant and Sponsorship Policy and agree any action

Resolved to recommend to Full Council an amendment to the Grant and Sponsorship Policy, stating that funds awarded will not be released until the Town Council has received copies of the invoices from the organisation applying for the grant. This measure is intended to promote transparency and ensure that the Council only funds the actual costs incurred by the group for the approved project. Additionally, it was agreed that the application form will be updated to include an additional question asking whether the organisation is a subsidiary or secondary organisation of another body.

CE/24.79 To consider matters requested by Councillors/Clerk and agree any necessary action:

24.79.1 To consider and agree on an increase to the festive lights budget, and to determine which budget heading the funds should be transferred from

It was noted that the cost of festive lights has increased, and councillors considered various ways to reduce expenditure.

Resolved to discontinue the order of the star decorations installed at the Museum, enquire whether a local pub would be willing to contribute funding towards one of the Christmas trees and transfer £1,000 from the Horsforth Matters budget.

CE/24.80 Date of the next Meeting

Next meeting of the Committee: 5th June 2025

Deadline for agenda items: 26th May 2025

The meeting dates were noted.

Meeting closed at 7.23pm

*Distribution: B Cousins, E Bromley, M Fletcher, F Gains, C Gillinder,
E Hyndes, E Richards, T Stones, A Wishart*