



HAXBY TOWN COUNCIL

Council Office, The Memorial Hall, The Village, Haxby, York, YO32 3HT.

Tel: 01904 750378

Email: office@haxbytowncouncil.gov.uk

1st June 2020

To members of the Council

You are hereby **summoned** to attend a meeting of Haxby Town Council on **Monday 8th June 2020** by videoconferencing, at **10.00am**, for the purpose of transacting the following business.

Members of the public are welcome to join and will be given the opportunity to speak regarding an item on the agenda before the meeting if they wish to do so. Any member of the public wishing to join the meeting should email: clerk@haxbytowncouncil.gov.uk. An access code will then be issued.

Mark Scott

Clerk to the Council

AGENDA

1. To note members who have sent apologies for absence.
2. To approve reasons for absence.
3. To confirm and sign the minutes of the Full Council meeting held on 11 May 2020 as a true and accurate record.
4. To receive declarations of interest under the Council's Code of Conduct or Members Register of Disclosable Pecuniary Interests and grant any dispensations.
5. To report any communications with YLCA or with any regulatory bodies to the Council and resolve any action deemed appropriate.

Financial Matters

6. To receive details of the Cash Check reports.
7. To receive the Financial Statement as at 31st May 2020.
8. To present the accounts to the Council for approval for year ending 31st March 2020
9. To resolve to sign the Annual Return for year 2019-2020 by the Chairman and RFO.
10. To resolve to renew the Town Council's Insurance policy with Zurich Municipal.

Ongoing Business and Progress.

11. To receive and discuss the Police Ward Report (If received).

Discussion items for update and resolution.

12. To receive feedback from the small working group set up to look in to the items normally reviewed each year during the annual meeting of the Town Council. eg. insurance arrangements and to resolve any actions recommended.
13. To receive an update on the new Haxby Town Council website.

Proposals from Councillors and Members of the Public for discussion and resolution.

14. To discuss and resolve to create a working group to draft a Business Continuity Plan for the council.
15. To discuss and resolve as needed a Digital Document Retention Plan.

Receipt of Minutes and other documents.

16. To receive the latest White Rose Updates from YLCA.
17. To receive the minutes of the Recreational and Open Spaces Committee meeting held on 18 May 2020.
18. To receive the minutes of the Community Assets Committee meeting held on 18 May 2020.
19. To receive the minutes of the Cemetery Committee meeting held on 26 May 2020.
20. To receive the minutes of the Planning Committee meeting held on 1 June 2020.

Matters for Inclusion.

21. To remind members that matters for inclusion on the agenda of the next Full Council meeting should be with the Clerk 7 days prior to the date of the meeting. (Standing Order 4.1)

The dates of the next meetings are:

Recreational and Open Spaces Committee – Monday 15th June 2020.

Community Assets Committee – Monday 15th June 2020.

Planning Committee – Monday 6th July 2020.

Full Council – Monday 13th July 2020.