

Outer North West Area Committee

Meeting with Town and Parish Council's in Outer North West

Appendix 5

Note of 7th November 2013 Meeting

5.00pm The Brownlee Stone Centre, Town Street, Horsforth

Item	Present	Actions
	Cllr P Wadsworth Chair ONW Area Committee Cllr G Latty Guiseley & Rawdon Elected Member Ian Scott Horsforth Town Council M Boyes Horsforth Town Council M Hughes Horsforth Town Council K Arbuckle Horsforth Town Council J Arbuckle Horsforth Town Council J Hardy Horsforth Town Council Cllr T Hanley Horsforth Town Council JR Hardcastle Horsforth Town Council Hazel Lee Pool Parish Council Judith Davey Pool Parish Council Joanna Rowling Pool Parish Council Robert Barber Rawdon Parish Council Officers: J Maxwell and J Pattison WNW Area Support Team (AST)	
1.0	Welcome and Introductions	
1.1	Councillor Wadsworth Chair of the Outer North West Area Committee welcomed everyone to the meeting and thanked them for their attendance. A brief outline and purpose of the meeting was given.	
2.0	Presentation by Jane Maxwell, WNW Area Lead	
2.1	Presentation included information on: <ul style="list-style-type: none"> • What is an Area Committee • What does the Area Committee do • Other functions the Area Committee can influence • Locality Working and the Area Support Team • Examples of Local Projects 	
2.2	The power point presentation slides will be circulated with the minutes.	
3.0	Strengthening Links between Area Committees and Parish and Town Councils	

3.1	<p>During discussions the following suggestions were made on how the Area Committee and Town and Parish Councils can work together:</p> <ul style="list-style-type: none"> • Environmental Services could work closer with Parish and Town Councils to enable them to have some influence on how resources are deployed. • CCTV • Youth Service Delegation Parish and Town Councils could have more involvement in how Youth Activity Funding can be allocated. • Community Forums should have more items on local services • Can Town and Parish Council minutes and reports from local Planning Committees be included in the Area Update Report or circulated to City Councillors? • AST to check with governance that links to the Area Committee agendas and minutes are sent to Parish and Town Clerks. • Could Elected Members attend Parish and Town Council meetings? • Youth Services: An up to date position on youth programmes is required. Does the youth activity bus visit Pool? How does the Youth Service work with targeted young people? How can Parish and Town Council's influence this? • A request was made for Well-being guidance notes to be sent to attendees of the meeting. • AST to establish what is being done by LCC to commemorate start of World War 1 centenary? • Possible joint initiatives suggested. • Networking ideas sought. 	
5.0	Next Steps	
5.1	AST to send an update of tonight's meeting to those Parish and Town Councils who did not attend.	
5.2	AST to send a group email to all Parish and Town Councils with the	

	outcome of tonight's meeting. To include attendance list.	
5.3	It was felt that the meeting had been useful and there was agreement that the group should meet again.	
6.0	Date and Time of next meeting	
	To be confirmed.	