



## Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

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Open Monday to Thursday 9.30am to 12.30pm

**2 November 2022**

**Tadcaster Town Councillors are summoned to attend the Finance & General Purposes Committee meeting on Tuesday 8 November 2022 at 6.00 pm in The Ark, off Kirkgate, Tadcaster, LS24 9AQ**

**Anyone entering The Ark is advised to sanitise hands on arrival using sanitiser provided in the entrance.**

Members of the media and the public are welcome to attend and listen to the proceedings, other than those conducted in Part II.

**Note:** Members of the public may raise matters relating to the town at Agenda Item 3.

*J L Crowther*

**Jane L Crowther, Clerk to Tadcaster Town Council**

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### **AGENDA**

- 1. APOLOGIES** – To receive, record and approve apologies for absence.
- 2. DECLARATIONS OF INTEREST** – To receive and record declarations of interest at this point or at any other point on the agenda.
- 3. PUBLIC SESSION – SUSPEND STANDING ORDERS** – To allow members of the public to speak on any matter as it relates to the town – Members of the public are asked to submit any questions in advance of the meeting to the Clerk.
- 4. REIMPOSE STANDING ORDERS**
- 5. CLERKS REPORT** - Clerk to update members regarding any environmental matters not itemised on this agenda.
- 6. CEMETERY MATTERS –**
  - a. Memorial Applications** – Members to consider and agree the following memorial applications for the Cemetery: -

AIV	J19	Plaque
AVI	H3	Headstone
AVI	H14	Headstone
DIV	016	Clean
AIV	I12	Add Inscription
AVI	E15	Headstone
AIV	J39	Add Inscription
AVI	E19	Add Inscription
AIV	I11	Add Inscription
AVI	D10	Add Inscription
AVI	H12	Add Inscription
AIV	B12	Replacement Plaque
AIV	I14	Additional Inscription
DIV	S9	Headstone

AVI	E14	Headstone
AIV	D35	Replacement Plaque

- b. **Cemetery Fees** – Members to discuss and agree Cemetery fees for 2023/ 2024.
- c. **Wildlife Planting** – Members update of wildlife planting in the Cemetery.
- d. Members to consider updating of Cemetery Maps.
- 7. **BEG MEETING UPDATE** – Members update of the meeting held on 26 October 2022.
- 8. **FINANCE & GENERAL PURPOSES COMMITTEE BUDGET** –
  - a. To discuss and agree the budget provision for the Finance & General Purposes Committee for 2023-2024.
  - b. Members to note the Detailed Income and Expenditure by budget heading 30 September 2022.
  - c. **Selby District Council** – Notice of Parish Precept – arrangements for financial year 2023/2024.
- 9. **STAFFING – ADMINISTRATION ASSISTANT** – Members to discuss and agree Administration Assistant Application forms and processes.
- 10. **THE ARK** –
  - a. Members to consider and discuss the future of the Ark Chamber Notice Boards.
  - b. Photocopier – Members update of the Office Photocopier arrangements.
  - c. Ark Cleaner – Members to discuss the Ark Cleaning Contract.
- 11. **NEWSLETTER** – Members to discuss and consider the Spring 2023 edition of the Newsletter.
- 12. **REMEMBRANCE SUNDAY** – Members update of Remembrance Sunday 13 November 2022.
- 13. **FLOOD PUMP INSURANCE** – Members to discuss and agree the payment of Flood Pump Insurance.
- 14. **GENERAL DATA PROTECTION REGULATION – Data Information Audit** – Member’s update.
- 15. **NEWSLETTER** – Members to discuss and agree the next edition of the newsletter.
- 16. **WEBSITE, NEWLETTER AND MEDIA ITEMS** – To suggest appropriate matters from this meeting to place on the website, Facebook and before the media.
- 17. **MINOR MATTERS AND AGENDA ITEMS FOR THE NEXT MEETING** – to bring to the attention of the meeting, or the Clerk any relevant items of business for the next meeting of the **Finance & General Purposes Committee** 6 December 2022.

**To consider exclusion of the press and public by virtue of the Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed at agenda items only.**

- 18. **CEMETERY TREES** – Members to discuss and agree a way forward for Cemetery Trees.
- 19. **CEMETERY CHAPEL** - Chapel Rent Review – Members to discuss and agree Chapel Rent for 2022/2023.
- 20. **QUOTATIONS – The Ark** -
  - a. **Electrics** – Members to consider quotes received for required electrical work in the Ark.
  - b. **Heating** – Members to consider quotes received for Ark heating.
  - c. **Computer Equipment** – Members to consider quotes received for Ark Computer equipment.