



Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

01937 834113

clerk@tadcastertowncouncil.gov.uk

www.tadcastertowncouncil.gov.uk

Open Monday to Thursday 9.30am to 12.30pm

Official Notice of an Ordinary Meeting of TADCASTER TOWN COUNCIL

Date: Tuesday 17th September 2024

Time: 7pm

Venue: The Ark, 33 Kirkgate, Tadcaster, LS24 9AQ

You are hereby summoned to an ordinary meeting of Tadcaster Town Council as detailed above and to consider and resolve the business transaction on the agenda below. Members of the media and the public are welcome to attend and listen to the proceedings, other than those conducted in the Confidential Session.

J L Crowther

Jane L Crowther, Proper Officer

11 September 2024

A G E N D A

FC/25/71 APOLOGIES

- a) To receive and record apologies for absence.
- b) To resolve to approve reasons for absence.

FC/25/72 DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

- a) To note any written requests for dispensation the Clerk may have received from members.
- b) To consider any new dispensation requests
- c) To receive Declarations of Interests from members not already declared under the members Code of Conduct or members Register of Interests, in any business to be transacted.

FC/25/73 PUBLIC SESSION – Suspension of Standing Orders

To allow members of the public and representatives from other organisations are invited to speak on any matter as it relates to the town – Members of the public are requested to submit any questions in advance of the meeting to the Clerk. Standing Orders will be reinstated on the closure of this agenda item.

FC/25/74 REPORTS FROM OTHER AUTHORITIES

- a) **Police and other authorities** – to discuss and consider an update with regard to Anti-social behaviour.
 - i. To note NYP Report
 - ii. To note the NYP Community Newsletter, August 2024
- b) **County Councillor** – update from County Cllr Poskitt
- c) **Tadcaster Flood Alleviation Scheme & Environment Agency** representatives – To note update regarding the Tadcaster Flood Alleviation Scheme. A representative from the EA in attendance to update members regarding Tadcaster Flood Alleviation Scheme.

FC/25/75 To APPROVE as a true and correct record, the MINUTES of the Full Council Meeting held on Tuesday 13th August 2024.

FC/25/76 PLANNING

Members to note and resolve to comment on the following applications received (North Yorkshire Council):

- (a) Planning Applications

<i>Valid date</i>	<i>Planning Reference</i>	<i>Description of application</i>	<i>Address</i>	<i>Deadline</i>
27 Aug 24	ZG2024/0907/TPO	Fell 1 No Lime tree (T1) protected by Tree Preservation Order 8/2024	103 Leeds Road	19 Sep 24

- (b) To note Granted Applications / Decision Notices since the last meeting.
- i. ZG2024/0673/TPO - 101 Leeds Road Tadcaster LS24 9LA. Fell 1 No Lime tree (T2) protected by TPO No 8/2024 – REFUSED
 - ii. ZG2024/0674/TPO - 103 Leeds Road Tadcaster LS24 9LA. Fell 1 No Lime tree (T1) protected by Tree Preservation Order 8/2024 – REFUSED
 - iii. ZG2023/0906/LBC - Tadcaster Town Council, The Ark, 33 Kirkgate. Listed building consent for Complete Electrical rewiring of The Ark including full replacement of all Pyro cables etc. and replacement of the existing electric storage heaters with the installation of new Fujitsu split air conditioning units to be positioned in the main office and meeting room with remote external air conditioning units – GRANT PERMISSION
 - iv. 2023/0360/FUL - Tadcaster Town Council, The Ark, 33 Kirkgate. Complete Electrical rewiring of The Ark including full replacement of all Pyro cables etc. and replacement of the existing electric storage heaters with the installation of new Fujitsu split air conditioning units to be positioned in the main office and meeting room with remote external air conditioning units – GRANT PERMISSION
- (c) To consider any Enforcement Issues & Concerns
- (d) To receive an update and resolve on matters pertaining to Tadcaster Neighbourhood Development Plan (report from External Consultant and/or Officer) and to note date for the next meeting – 28 October 2024, 12 noon at Sibling Workspace, Station Road, Tadcaster LS24 9JF

FC/25/77 ASSET MANAGEMENT AND EVENTS

- a) To receive an update for Remembrance Sunday event – 10th November 2024.
- b) To note the closure of The Ark, to conduct Electrical rewiring and installation of new Heating System. (wk commencing 21st October 2024 for 2 weeks).
- c) To consider the replacement of street light LP23, New Street.

FC/25/78 POLICY & GOVERNANCE

- a) To consider an Identity Documents Policy – circulated
- b) To appoint member representatives to community groups/functions of the Council (*current appointments*):
 - I. YLCA representatives – *Cllr Mackay, Bowgett*
 - II. Swimming Pool Users Committee – *Cllr Cobb, Chiswick*
 - III. Dawson & Oglethorpe Trust – *Cllr Greig*
 - IV. Tadcaster Twinning Association Committee – *Cllr Cobb, Bowgett*
 - V. Medical Centre PPG – *Cllr Cobb, Chiswick*
 - VI. Tadcaster Alleviation Scheme & EA –
 - VII. Tadcaster Bridge (liaison and comms) -
 - VIII. Police Liaison –
 - IX. Tadcaster Community Speed Watch –
 - X. VAS -
 - XI. Tadcaster Library – *Cllr Greig*
 - XII. Allotments -
 - XIII. The Barn - Youth
 - XIV. Christmas Market -
 - XV. Remembrance Service –
 - XVI. Christmas Illuminations –
 - XVII. Tadcaster in Bloom -
 - XVIII. Facebook –
 - XIX. Newsletter –
 - XX. Local Prevent Group for Central Area -

- c) 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 the following agenda item only:
- d) To consider a FOI request to the Clerk email account on 27 August 2024.

FC/25/79 FINANCE

- a) To approve the schedule of payments to 31st August 2024 - (Two Councillors to approve and sign the Payment Schedule sheet to be paid by electronic payment. Schedule to be circulated at the meeting.)
- b) To consider the appointment of an Internal Auditor for both interim and final audit 2024/25.
- c) To note the completion of the limited assurance review of the Annual Governance and Accountability Return for the year ended 31 March 2024 and consider any matters arising from the review.
- d) To appoint two members to review the insurance schedule and to prepare a quotations table for a 3 and 5 year contract
- e) To consider valuations of Council Assets
- f) To consider any grant applications and evaluation forms presented to the Town Council.

FC/25/80 STAFFING

- a) To note an update and resolutions from the Chairman of the Staffing Sub Committee.
- b) To resolve way forward and develop a strategy/ business continuity plan for staff vacancies.
- c) To consider exclusion of the press and public by virtue of the Public (Admissions to Meetings) Act 1960, due to the confidential nature of the business to be transacted.
- d) To note Deputy Clerk Leaving Statement & Exit Interview
- e) To consider any further actions required as a result of the Sub-Committee meeting.
- f) To consider the purchase of Arnold-Baker on Local Council Administration (£119)
- g) To consider the instruction of an SLCC Staffing Review for the Town Council to inform future staffing structure, hours and pay scales.

FC/25/81 PROJECTS & MEDIA

- a) WEBSITE NEWSLETTER AND MEDIA ITEMS – To suggest appropriate matters from this meeting to place on the website, Newsletter, Facebook and before the media.
- b) To consider the Winter edition of the Newsletter

FC/25/82 CORRESPONDENCE RECEIVED – for members to note as required.

- a) YLCA – White Rose Bulletin (9,16, 23Aug)
- b) NYC – Local Plan update
- c) NYC – Electoral Review, Parish and Community Groups Briefing
- d) Yorkshire Green – Drop-in session 1 October 2024, Tadcaster Methodist Church, High Street LS24 9AT, 3pm to 7pm

FC/25/83 To consider agenda items for next meeting

FC/25/84 To note date, time and location of next meeting.