



## Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

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Open Monday to Thursday 9.30am to 12.30pm

29 May 2024

**Tadcaster Town Councillors are summoned to attend the Environment Committee meeting on Tuesday 4 June 2024 at 7.00 pm in The Ark Kirkgate, Tadcaster, LS24 9AQ**

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

**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**

### 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. **PLANNING** – Members to note and comment as required on the following applications received from Selby District Council: -
  - a. **Planning Applications** –  
**4/24 - 16 Station Road** – Erection of new porch.
  - b. **North Yorkshire Council** –  
**Station Road** – **Proposal to make an order under the Road Traffic Regulation Act 1984 for Prohibition of waiting and loading and provision of parking** – Proposed double yellow lines 23m on both sides of the junction 90m southeast into Station Road and 23m east around the junction. 126m southeast into Station Road and 23 m northeast around the junction.
7. **CORRESPONDENCE** – for members to note and make comments as required: - None.
8. **ENVIRONMENT COMMITTEE TERMS OF REFERENCE, POLICES & RISK ASSESSMENTS** – Members to review the following: -
  - a. Terms of Reference for the Environment Committee.
  - b. Terms of Reference Emergency Planning Sub Committee
  - c. Memorial Bench Policy.
  - d. Tree Policy.
  - e. Christmas Market Risk Assessment.
  - f. Viaduct Risk Assessment.
  - g. Litter Pick Risk Assessment.
  - h. Allotment Risk Assessment
9. **EMERGENCY PLANNING SUB COMMITTEE** –
  - a. **Councillor Membership** – To elect Councillors to serve on the Emergency Planning Sub Committee.
  - b. **Election of Chairman** - Members to elect a chairman.

- c. **Election of Vice Chairman** – Members to elect a Vice Chairman.
- d. Members to approve the minutes of the 20 February 2024.
- 10. **RIVERBANK LAND** – Members to discuss Tadcaster Town Council owned Riverbank land.
- 11. **COUNCIL BIODIVERSITY** –
  - a. Members to discuss the Councils Biodiversity Duty.
  - b. Members to discuss and agree a Council Biodiversity Policy.
- 12. **TADCASTER GREEN/OPEN SPACE** – Members to discuss Green/open Space in the town.
- 13. **BLOCKED DRAINS IN THE TOWN** – Members to discuss the reporting of blocked drains to North Yorkshire Council.
- 14. **LITTER BIN/ DOG BIN AND BENCHES SURVEY** – Members to discuss and agree a way forward for a survey of Litter/Dog Bins and benches in the town.
- 15. **PLANTING AND GROUND MAINTENANCE** –
  - a. Members update of Summer Planting and hanging baskets in the town.
  - b. Members to discuss and agree the Councils Planting and Grounds Maintenance Contract going forward.
- 16. **ALLOTMENTS** –
  - a. To discuss any matters relating to the allotments.
  - b. **Allotment Tenancy Agreement** - Members to review the Agreement.
  - c. **Allotment Tenancy Rules and Regulations** – Members to review the Agreement.
  - d. **Keeping Hens at Allotment sites** – Members to review the Terms and Conditions.
  - e. **Rent Review** – Members to discuss and agree Allotment Rents for 2025.
  - f. **Allotment Clearance and Deposits** – Members to discuss and consider Allotment Clearance and deposits following plot vacancies.
  - g. **Allotment Competition** – Members to note the judging of the Allotment Competition Week Commencing 29 July 2024.
  - h. **Transfer of Land - Westfield Crescent** - Members update of the transfer of land to the rear of 24 Westfield Crescent to North Yorkshire Council.
  - i. **Allotment Pest Control** – Members to discuss Pest Control Surveys of Allotment sites.
- 17. **VIADUCT EMBANKMENT GARDENS** –
  - a. **Letting Agreement** – Members to review the Viaduct Embankment Letting agreement.
  - b. **Rules & Regulations** – Members to review the Viaduct Embankment Land Rules & Regulations.
- 18. **VIADUCT INSPECTION REPORT** – Members to note the report and discuss and consider the report's Conclusions and Recommendations.
- 19. **WEBSITE, NEWLETTER AND MEDIA ITEMS** – To suggest appropriate matters from this meeting to place on the website, Facebook and before the media.
- 20. **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 **Environment Committee** 1 October 2024

**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.**