



Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

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Open Monday to Thursday 9.30am to 12.30pm

Official Notice of an Ordinary Meeting of TADCASTER TOWN COUNCIL

Date: Tuesday 17 June 2025

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 June 2025

A G E N D A

FC/26/23 APOLOGIES

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

FC/26/24 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/26/25 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/26/26 REPORTS FROM OTHER AUTHORITIES

- a) **Police and other authorities –**
 - i. To note NYP report
 - ii. To note the NPT Community Newsletter May 2025
- b) **Tadcaster Flood Alleviation Scheme & Environment Agency –** To note update regarding the Tadcaster Flood Alleviation Scheme.
- c) **County Councillor –** update from County Cllr Poskitt, and to include the following:-
 - i. To receive an update on parking issues in the Town.
 - ii. To receive an update on the development of the North Yorkshire Local Plan

FC/26/27 To APPROVE as a true and correct record, the MINUTES of the **Annual Council** Meeting held on Tuesday 13 May 2025 and in addition the minutes of the **Environment Committee** held on 3 June 2025.

FC/26/28 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>Proposal</i>	<i>Address</i>	<i>Deadline</i>
20/05/25	ZG2025/0448/FUL	Demolition of existing garage, erection 2 No 1 bedroom flats over 2 storeys with parking	85 York Road, Tadcaster, LS24 8AR	23/06/25
22/05/25	ZG2025/0360/FUL	Alterations to the Bell Tower	Land And Buildings At 448388 443364, St Josephs Street, Tadcaster	26/06/25
22/05/25	ZG2025/0397/COU	Change of use from Pharmacy Retail (Class A1) to Dog Grooming and Spa Business (Sui Generis)	Kirkgate Pharmacy, 7 - 9 Kirkgate, Tadcaster	24/06/25

(b) To note Granted Applications / Decision Notices since the last meeting.

<i>App. date</i>	<i>Planning Reference</i>	<i>Proposal</i>	<i>Address</i>	<i>Decision</i>
07/04/25	ZG2025/0340/HPA	Single storey side extension, associated alterations and new vehicular access	41 Grange Avenue, Tadcaster, LS24 8AN	Grant
09/04/25	ZG2025/0323/HPA	New opening to front boundary wall and new drive to the front garden	6 Station Road, Tadcaster, LS24 9JG	Grant

(c) To consider any Enforcement Issues & Concerns**(d) To receive an update for the Tadcaster Neighbourhood Development Plan (report from External Consultant and/or Officer).****FC/26/29 ASSET MANAGEMENT AND EVENTS**

- To consider the data from the Vehicle Activated Signs (VAS) from April 25 to May 25.
- To receive and update from the Community Speedwatch Group.
- To receive an update on a way forward improving the image of the Town.
- To receive an update on the Tadcaster Enhancement Project from David Gluck, TRCIC including a proposal for the Tadcaster Town Trail boards.

FC/26/30 POLICY & GOVERNANCE

To review the following policies and terms of reference:

- Council Terms of Reference
- Complaints Procedure
- Freedom of Information Procedure

FC/26/31 FINANCE

- To approve the schedule of payments to 16 June 2025 - (Two Councillors to approve and sign the Payment Schedule sheet to be paid by electronic payment. Schedule to be circulated at the meeting.)
- To receive and note the Internal Audit of Accounts report for the financial year 2024/2025
- To receive and note the Internal Control System report for the financial year 2024/2025 and to resolve any findings
- To consider and approve the annual accounts for 2024/2025 – chair to sign and date
- To consider and approve the Annual Governance and Accountability Return 2024/2025
 - Section 1 - Annual Governance Statement – to consider and approve the answers to questions 1-9 – the Chair to sign and date
 - Section 2 – to consider and approve the accounting statements – the Chair to sign and date

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the council, committees and sub committees is established, but anyone wishing to do so should advise the Clerk and the Chair of the Council to ensure compliance with the adopted policy to effectively and lawfully manage this activity.

- iii. To approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015. To confirm the dates for the Exercise of Public Rights
- f) To review and approve the Financial Risk Assessment Schedule for 2024/2025
- g) To consider and approve the financial year end report to 31 March 2025
- h) To consider and approve the Council Reserves
- i) To review and approve the Internal Control and Internal Audit Terms of Reference for 2024/2025
- j) To appoint an independent internal auditor for 2025/2026
- k) To appoint a Councillor to carry out the Internal Control Audit 2025/2026
- l) To consider any grant applications and evaluation forms presented to the Town Council.

FC/26/32 STAFFING

- a) To consider the 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.
- b) To consider a recommendation from the Staffing Sub Committee for the appointment of a Deputy Clerk

FC/26/33 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 receive an update on the Spring/Summer edition of the Newsletter

FC/26/34 CORRESPONDENCE RECEIVED – for members to note as required.

- a) YLCA – White Rose Bulletin (9,16, 23, 30 May, 6 June), Law and Governance Bulletin May 2025
- b) To note an update on the Selby Local Plan – North Yorkshire Council has recently resolved that work on the Selby Local Plan is ceased.
- c) To consider invitation from North Yorkshire Council for comments on the North Yorkshire Local Plan: our first conversation document, May 2025 and the Sustainability Appraisal Scoping Report – ending Tuesday 15 July 2025 midnight
- d) To receive an update on the Mayor of York and North Yorkshires Vibrant and Sustainable High Streets Fund from David Gluck, TRCIC
- e) To note the York & North Yorkshire Combined Authority–Deputy Mayor Newsletter:May 2025
- f) To note the North Yorkshire Parish Liaison: Parish Update May 2025

FC/26/35 To consider agenda items for next meeting

FC/26/36 To note date, time and location of next meeting.