



Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

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Open Monday to Thursday 9.30am to 12.30pm

16 October 2019

Tadcaster Town Councillors are summoned to attend the meeting of the Finance & General Purposes meeting on Tuesday 22 October 2019 at 7.00 pm in The Ark, 33 Kirkgate, Tadcaster.

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

A G E N D A

- 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.
- 4 REIMPOSE STANDING ORDERS** –
- 5 CLERKS REPORT** – Clerk to update members regarding any Finance & General Purposes matters not itemised on this agenda.
- 6 CEMETERY MATTERS** –
 - 6.1 - Memorial Applications** – Members to consider and agree the following memorial applications for the Cemetery:-
 - AIV j37** – plaque and kerbs
 - AIV i36** – additional inscription
- 7. PLANNING** –
 - 7.1 – Planning Applications** - Members to note and comment as required on the following applications received from Selby District Council:-
 - a. 15/19 - 16 Station Estate, Station Road** – Retrospective application for erection of a tented structure for the storage of cars.
 - b. 16/19 - 1 Heatherdene** – Proposed extension to existing vehicular access.
 - c. 17/19 – Land at Wharfe Bank – Tadcaster** - Proposed installation of a recreational raised seating area over the existing temporary bridge foundation.
 - 7.2 – Granted Applications**
 - a. 5/19 – 5 Kirkgate - I will Do It** – Proposed change of use from D1 (Non-residential letting) to B1 (Office use)
 - 7.3 – North Yorkshire County Council – Selby Waiting and Loading Order – Prohibition of Waiting and Loading and Provision of Parking (Selby District) Schedule 1 York Road South** – The projected eastern property boundary line of No 86 York Road East for 90 metres.
Chapel Street South East – its junction with Westgate South West for 28 metres.
York Road South – the projected western property boundary line of No 41 Leeds Road (A659) East to the junction with Stutton Road.
Stutton Road West – its junction with Leeds Road (A659) south west for 19 metres
Wetherby Road /Station Road – North the projected northern property boundary line of No 26 Wetherby Road, South and East for 50 Metres.

8. CORRESPONDENCE –

8.1 – YLCA – White Rose Update – October 2019.

8.2 – YLCA – The Redmond Review – Consultation for the Parish Sector – Members views on the quality and effectiveness of the audit and financial reporting of local authorities in England. The call for evidence closes 22 November 2019.

8.3 – Selby District Council – Council Plan – Members to discuss and agree a reply to the survey.

8.4 – North Yorkshire County Council – Council Plan – Members to discuss and agree a reply to the survey.

9. REMEMBRANCE SUNDAY – Members update of Remembrance Sunday 10 November 2019.

10. VE DAY – Celebrating the 75th Anniversary of VE Day – 8 May 2020 - Update of plans for a VE Day event.

11. WAR MEMORIAL INSPECTION – Members update of the annual inspection held on 8 October 2019.

12. GENERAL DATA PROTECTION REGULATIONS –

12.1 Data Information Audit – Members update.

12.2 GDPR – Training – Members to discuss and agree Councillor GDPR Training course in the Ark.

13. SALARY SCALES – Members to consider and agree staff pay scale comparisons.

14. FINANCE –

14.1 - Payment of Accounts – Three Councillors to approve and sign the cheques and stubs. Schedule to be circulated at the meeting.

14.2 Internal Control System Report – Members to consider and approve the Internal Control System Report by Councillor D Bowgett on 15 October 2019.

14.3 - Financial Quarterly Report – Members to consider and approve the Financial Quarterly report to 30 September 2019.

15. TADCASTER TOWN COUNCIL NEWSLETTER –

15.1 - Members to put forward suggestions for the next edition of the newsletter from this meeting.

15.2 - Newsletter Timetable – Members to discuss and agree a Tadcaster Town Council timetable for production of the newsletter.

15.3 – Newsletter Consent Form - Members to approve a consent form for newsletters purposes.

16. WEBSITE AND MEDIA ITEMS – To suggest appropriate matters from this meeting to place on the website 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** on 19 November 2019.

PART II – To consider any items which, under the provision of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12, description 1, 4 & 8

18. QUOTATION – Office/Staff Security – Members to consider a quote received for security of the Ark Office.

19. ADMINISTRATION ASSISTANT - SALARY INCREASE – Members to consider and agree a salary increase for the Administration Assistant.

20. QUOTATION – Tree Work in the Cemetery – Members to consider a quote received for tree and shrub works in the Cemetery.