



Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON TUESDAY 2 MARCH 2021 AT 7.00 PM ONLINE AT ZOOM.US MEETING ID <https://zoom.us/j/99366084515>

PRESENT:

CHAIRMAN	D Bowgett
COUNCILLORS	S Cobb, I Edmondson, D Mackay, R Sweeting.
CLERK	J Crowther
DEPUTY CLERK	J Mottershead
ALSO PRESENT	J Chiswick

F88 APOLOGIES – (Item 1) - To receive, record and approve apologies for absence – G Lodge & M Middlemiss.

F89 DECLARATIONS OF INTEREST – (Item 2) -To receive and record declarations of interest at this point or at any other point on the agenda – None.

F90 PUBLIC SESSION – SUSPEND STANDING ORDERS – (Item 3) - To allow members of the public to speak on any matter as it relates to the town – None.

F91 REIMPOSE STANDING ORDERS – (Item 4) – None.

F92 CLERKS REPORT – (Item 5) - Clerk to update members regarding any Finance & General Purposes matters not itemised on this agenda – None.

F93 CEMETERY MATTERS – (Item 6) -

a. Memorial Applications – Members considered and agree the following memorial applications for the Cemetery: -

Grave section	Grave number	Request
AIV	j14	Plaque and kerbs
AIV	g45	Additional Inscription
AVI	a2	Headstone and Kerbs

b. Graveside services – Members to review the 10-person limit for Graveside Services during Covid 19.

RESOLVED - That the limit of 10 people at graveside services to remain.

F94 PLANNING – (Item 7) - Members noted and comment as required on the following applications received from North Yorkshire County Council: -

North Yorkshire County Council - Waiting Prohibited without exemptions – Proposal to make an order under the Road Traffic Regulation Act 1984 – at Windmill Rise/ Woodlands Avenue Tadcaster.

Woodlands Avenue – South West – Its junction with Windmill Rise North West for 15m

Woodlands Avenue – South West – Its junction with Windmill Rise South East for 15m

Windmill Rise – North West – its junction with Woodlands Ave South West for 15m

Windmill Rise – South East – its junction with Woodlands Ave South West for 15m

RESOLVED – No Objections, members welcomed the above application.

ACTION – Clerk to reply to NYCC accordingly.

Minutes of the Remote Finance & General Purposes Committee Meeting 2 March 2021

F95 CORRESPONDENCE – (Item 8) -

a. Leeds East Airport – Leeds East Airspace Change Consultation – Members to consider the Consultation – end date 12 May 2021.

S Cobb – Tadcaster's air space would only be used on very rare occasions. No reply to be sent.

F96 WAR MEMORIAL – (Item 9) -

a. War Memorial rededication 2021 – Members update of meeting on 18 March 2021 to discuss and agree plans for the rededication of Tadcaster War Memorial 2021.

D Bowgett – The meeting had agreed to incorporate the Rededication of the War Memorial into the Remembrance Sunday Service on 14 November 2021.

A list of special invitees was to be compiled closer to the date.

R Sweeting - members should be mindful that the Covid Restrictions could still be in place.

The Clerk – all bookings had been made with the caveat that arrangements were subject to Covid19 restrictions at the time.

R Sweeting – Felt that the Archbishop of York could be invited and pencilled in subject to Covid 19 restrictions.

The Clerk – The next meeting date was to on 18 March 2021, where invitees would be discussed.

b. War Memorial Maintenance – Members to discuss and agree a quotation received for maintenance of the War Memorial.

RESOLVED – Members agreed the quotation for the following maintenance to be carried out: -

- Lime Pointing
- Plaque - sacrificial micro crystalline hard wax and new screw
- Screw on little plaque
- Smart Water

ACTION – Clerk to deal

F97 UK GENERAL DATA PROTECTION REGULATIONS – (Item 10) - Data Information Audit – Member's update.

The Clerk – A system for Cemetery filing was being explored including computerisation and hard copy filing boxes.

F98 COVID 19 – (Item 11) -

a. Clerks update of the Councils functions during Covid 19.

Staff remained mainly working from home, one member of staff at a time was using the office as required which was working well.

b. Staff Holidays – Members discussed Staff Holiday pay during Covid 19.

The Clerk – Taking Holiday leave during Covid 19 had proved very difficult and all staff had numerous days remaining.

It was suggested that 5 days leave be carried over to next financial year and the remainder be paid this financial year 2020/2021.

RESOLVED – Following a unanimous vote members agreed for 5 days Holiday Leave to be carried over to 2021/2022 and the remainder to be paid in 2020/2021.

F99 TADCASTER TOWN COUNCIL NEWSLETTER – (Item 12)) -

a. To put forward suggestions for the next edition of the Newsletter from this meeting deadline for articles 31 March 2021 - None

b. Members update of the Editorial Board.

D Bowgett updated members regarding meeting on 22 February 2021.

A designer and printer had been agreed, a delivery contractor was to be agreed later in the meeting.

F100 WEBSITE NEWSLETTER AND MEDIA ITEMS – (Item 13) - To suggest appropriate matters from this meeting to place on the website and before the media. Deadline for newsletter articles 31 March 2021

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ACTION- D Bowgett to forward a link to the NDP Video.

F101 MINOR MATTERS AND AGENDA ITEMS FOR THE NEXT MEETING – (Item 14) - 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** - None

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 items only.

F102 QUOTATION – NEWSLETTER DELIVERY – (Item 15) - Members considered a recommendation from the Editorial Board meeting on 22 February 2021 regarding a quotation received for delivery of the Newsletter.

RESOLVED – Members agreed the above quotation.

ACTION – Clerk to deal

F103 CEMETERY MATTERS – (Item 16) - Members discussed a grave space in All section of the Cemetery. The Clerk – a recent burial plot in section A II had required vaulting as the first interment had not been placed at the correct depth. The Clerk had worked closely with the family throughout. Members thanked the Clerk for her compassion during dealing with the above matter.