



Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

MINUTES OF ENVIRONMENT COMMITTEE MEETING HELD ON TUESDAY 25 MAY 2021 AT 7 PM IN THE BOYS SUNDAY SCHOOL OFF KIRKGATE

PRESENT:	CHAIRMAN	C Stephenson
	COUNCILLORS	J Chiswick, S Cobb, I Edmondson, D Mackay, R Sweeting (Part)
	CLERK	J Crowther
	DEPUTY CLERK	J Mottershead
	ALSO PRESENT	D Gluck & 2 members of the public

E1 APOLOGIES – (Item 1) - To receive, record and approve apologies for absence – Councillors D Bowgett, F Greig, C Metcalfe & M Middlemiss.

E2 DECLARATIONS OF INTEREST – (Item 2) - To receive and record declarations of interest at this point or at any other point on the agenda – None.

E3 PUBLIC SESSION – SUSPEND STANDING ORDERS – (Item 3) - 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.

- A resident raised concerns regarding the poor state of the three Tadcaster Play Areas. They were felt to be unfit for purpose and in need of refurbishment, some equipment was dangerous. Parents were taking children out of town to use facilities in local towns and villages. This was unacceptable and left some parents without transport no suitable place to take children within Tadcaster.

Parents had sent comments to the resident with suggestions for improvements.

Deputy Clerk – Selby District Council had allocated funding for The Grange Play Area which was to be completed in the coming months and plans for the Woodlands and Parklands site would be completed within two years. The Council had not been consulted on the Grange Play Area and had asked that they are consulted on and be involved in plans for the other two sites.

R Sweeting – suggested that the above comments be sent to the Selby District Executive member who was looking into plans for a leisure site at Magnets Sports Ground.

SDC were looking at ways that funds could be spent prior to any Unitary Council decisions.

Deputy Clerk – updated the meeting regarding the failed SDC Riverside Plans which had included a Play Area and that the Council had money allocated which could be used for a play area by the river once the Tadcaster Flood Defence scheme was completed.

- A member of Tadcaster Flood Prevention Group – reported that documents regarding the proposal for interim flood defences on the east of the river sent to the Council were self-explanatory.

He had no confidence that the Environment Agency would react quickly to the proposal. If felt that if the East defences were lifted this would mean the area would be 93% flood free in a 200-year event. He explained his theory regarding reasons for raising the East and West banking to the same levels.

S Cobb – Thanked the above resident for their efforts and suggested that the above reply to the Council regarding the EAs rejection of the temporary raised defences on the East of Tadcaster, be sent to the Environment Agency and NYCC.

ACTION – Clerk to deal.

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E4 REIMPOSE STANDING ORDERS (Item 4) –

Members discussed the items above and agreed the following Resolutions.

Item E7d. RESOLVED –

- **That the above resident comments regarding Play Areas be sent to the SDC Executive member.**
- **That the above resident be kept updated.**

ACTION – Clerk to deal.

Item E11 RESOLVED – That a copy of the above reply received from the above resident be sent to the Environment Agency and NYCC.

E5 CLERKS REPORT – (Item 5) - Clerk to update members regarding any environmental matters not itemised on this agenda.

- The Council had received a request to film on Tadcaster Town Council owned river areas.

RESOLVED – Members agreed permission for the above filming.

ACTION – Clerk to deal.

E6 PLANNING – (Item 6) - Members to note and comment as required on the following applications received from Selby District Council: -

a. Planning Applications

7/21 – 3 Eastfield Close - Single and two storey rear extensions.

RESOLVED – Members had no objection to the above application.

8/21 – 17 Calcaria Crescent - Erection of porch and office extension to ground floor and bedroom extension to first floor.

RESOLVED – Members had no objection to the above application.

9/21 - 36 – 38 Kirkgate – LS24 9AQ - Creation of a dormer room to the rear of No 38 and chimney removal at 36.

10/21 – 21a The Fairway – LS24 9HL - Erection of a single storey side extension with alterations to existing fenestrations.

RESOLVED – Members had no objection to the above application.

11/21 - 6 Meadow Garth – LS24 8LY – Alterations and extension to form enlarged kitchen dining room and enlarged first floor bedroom.

RESOLVED – Members had no objection to the above application.

ACTION – Clerk to reply to SDC accordingly.

b. Granted Applications

25/20 - 15 Westfield Crescent – LS24 9JQ Erection of two storey side extension to provide additional living accommodation.

26/20 - 41 The Fairway – LS24 9HL - Demolition of conservatory and garage and erection of single storey rear extension and replacement garage.

27/20 – 13 Auster Bank Avenue – Erection of a single storey side and single and two storey rear extensions.

3/21 - High Street – Pavement Signage – LS24 9AT – Street Record - Advertisement consent for 1 No Non illuminated floor vinyl 2000mm x 2500mm applied to the surface of the pavement with heat and temporary so can be removed at any time.

4/21 – 32 Bridge Street - Advertisement consent for 7 No non illuminated window displays covering each half of the sash window (not including frames) on the 7 windows of the building, applied to the outside surface of the windows, plastic vinyl applied with heat, temporary so can be removed at any time and does not cause damage to surface.

c. Refused Applications

18/20 – Land between the Jackdaw and 50 Stutton Road – Erection of a 3 bedroom detached dwelling with home office.

E7 CORRESPONDENCE – (Item 7) - members noted and made comments as required: -

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- a. YLCA** – White Rose Update – April & May 2021.
- b. Tadcaster Treat Association** – Letter of thanks for Section 137 Grant.
- c. Tadcaster Flood Prevention Group** – Letter sent to the Press regarding delays to Tadcaster Flood Alleviation Scheme.
- d. Tadcaster Play Areas** – Resident complaint regarding the lack of play areas in Tadcaster.
- e. Selby District Council** – Notice of Chairman and Vice Chairman of Selby District Council 2021/2022.

S Cobb – asked if the Council could send a letter of congratulations.

Members felt that it would be appropriate to send a letter in a personal capacity.

- f. Selby District Council** – Selby's High Street Cultural Programme, notice of grant from Historic England.

D Gluck – was due to meet a representative of the above and would update the Council as appropriate.

- g. Citizens Advice Mid North Yorkshire** – Notice of Advice Van for the Selby District. Members welcomed the above notice.

E8 ENVIRONMENT COMMITTEE TERMS OF REFERENCE – (Item 8) - Members reviewed the Terms of Reference for the Environment Committee.

RESOLVED – Members approved the above Terms of Reference.

E9 EMERGENCY PLANNING SUB COMMITTEE – (Item 9) -

- a. Councillor Membership** – To elect Councillors to serve on the Emergency Planning Sub Committee.

RESOLVED – That the existing members be contacted to ask if they would like to remain members.

ACTION – Clerk to deal.

- b. Terms of Reference** – Members reviewed the Terms of Reference for the Emergency Planning Sub Committee.

RESOLVED – Members approved the above Terms of Reference.

- c. Members to approve the minutes of the 23 February 2021 and 6 April 2021.**

RESOLVED – Members approved the above Minutes.

- d. Members update of meeting held on 6 April 2021, as at Minute E3.**

- e. Members discussed a next meeting date.**

RESOLVED - That a date be agreed following a reply from The Environment Agency and following the next meeting of the EA Client Group.

E10 TADCASTER TOWN COUNCIL MEETINGS – (Item 10) -

- a. YLCA – Law and Governance Bulletin** – Members noted the Legislation for the continuation of remote meetings.

Remote meetings were no longer permitted, and face to face meetings would be required going forward. Resolutions may not stand through remote meetings.

- b. Members to discuss and agree Face to Face Council meetings at The Boys Sunday School.**

Meetings would continue to be held in the Boys Sunday until Government Covid 19 Restrictions allowed otherwise.

- c. Members approved a Risk Assessment for the use of The Boys Sunday School during Covid 19.**

E11 ENVIRONMENT AGENCY – (Item 11) - Members noted a reply received from Tadcaster Flood Alleviation Scheme regarding delays to the Scheme.

E12 TADCASTER RURAL CIC – (Item 12) - D Gluck - updated members regarding Tadcaster Cobbles Market as follows; -

Discussions had been held with Little Bird markets who were interested in arranging a market in Tadcaster. 12 Local Stall Holders would attend the market monthly and supply their own equipment, this would take the pressure off TEMPT and local volunteers.

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It was proposed to move the Cobbles market day from the first Thursday in the month to a Friday, the first date being the 2 July 2021.

SDC were to be approached to ask for permission to have the Fruit and veg stall in the Central Area Car Park.

S Cobb – Could the market be held weekly?

D Gluck – It would depend on success of the market.

E13 THE WELCOME BACK FUND – (Item 13) - Members update of meeting held with Selby District Council on 10 May 2021. Members discussed a way forward for funding in the town. Papers had been circulated prior to the meeting.

The Council had been asked to supply a Wish List of potential ideas for use of the funds. F Greig S Cobb and the Clerk had compiled a list circulated to members for comments and sent to SDC.

Discussions with SDC were ongoing regarding management of the funds.

ACTION – F Greig S Cobb and the Clerk to liaise with SDC regarding the above.

E14 SELBY PLACEMENT AND MOVEMENT STUDY – (Item 14) – Members noted a reply received from SDC regarding the absence of Tadcaster in the study.

E15 VIADUCT EMBANKMENT LAND – (Item 15) -

a. Tree Survey – Members update of Tree Inspection.

The Clerk – was awaiting the final part of the survey, following receipt, quotes for tree work in the Viaduct Embankment areas would be sought.

b. Letting Agreement – Members to review and discuss the Viaduct Embankment Letting agreement.

ACTION –

- **Deputy Clerk to contact the YLCA to ask for copies of similar agreements.**
- **Deputy Clerk to liaise with the Chairman and Vice Chairman of the Environment Committee regarding potential changes to the Letting Agreement.**

E16 VIADUCT – (Item 16) -

a. Viaduct Maintenance – Members update of maintenance.

Maintenance works including repointing had been completed. D Mackay had inspected the work and was happy with the results.

Methane Gas – Members update of Methane Gas on Viaduct Walk.

An update had not been received despite several requests.

ACTION – Clerk to chase.

E17 POSITIVE STEPS FOR TADCASTER – (Item 17) - Members to discuss a reply received from Selby District Council regarding concerns raised by Positive Steps for Tadcaster Working Group.

A reply had not been received.

ACTION – Clerk to chase

E18 BENCHES – (Item 18) -

a. Members to approve a combined Bench and Plaque Policy for the Town and the Cemetery

RESOLVED – Members approved the above policy.

b. Members to discuss a request for a memorial bench by the river in Tadcaster.

The Clerk reported that there was a metal bench stored behind the Ark.

c. Members to discuss a way forward for maintenance of benches in the town.

Members considered working towards standardising benches in the town.

Members agreed that benches by the river needed to be metal, wooden benches would suit the Cemetery and powdered metal coated for the remainder of the town.

A quote had been received for the maintenance of benches. 25 to 30 benches required maintenance or replacement. The Environment budget would not be sufficient for the cost.

RESOLVED –

- **That £3000 be used for maintenance of 25 - 30 benches in the town.**

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- That the monies be taken from the Environment budget and any shortfall taken from the Environment Reserve.
- That the above recommendation be taken to the Council meeting on 22 June 2021.
- That the above request for a bench be offered the one to the rear of the Ark or a new metal one as above.

ACTION – Clerk to deal

E19 LITTER BINS –

a. Members to discuss and agree a way forward for maintenance to litter bins, dog bins and in the town following the 2020 survey.

It remained unclear as to the ownership/responsibility of previously SDC owned bins in the town. The bins in the Central Area Car Park had been reported to SDC who had asked the Asset Team to consider their replacement an answer had not been received.

b. Members to discuss and agree the purchase of 2 Litter Bins for the Riverside between the Bridge and the Weir.

It was previously agreed not to replace the bins by the river due to the Riverside Project, as plans were cancelled it was proposed that that they be replaced.

The small bin at Woodlands Avenue and Stutton Road be replaced with a larger bin and the smaller one be moved to a suitable location in the town.

RESOLVED – That bins be purchased and moved as above.

ACTION – Clerk to deal.

E20 CHRISTMAS MARKET – (Item 20) - Members update of plans for 2021.

RESOLVED – Following discussion members agreed that arrangements for the Christmas Market should go ahead on 28 November 2021.

E21 CHRISTMAS ILLUMINATIONS – (Item 21) - Members update of plans for 2021.

Approval for the infrastructure had been sought from NYCC Street Lighting for lights to be placed on 5 lighting columns. Funding for lights had been requested from the Welcome Back Fund.

E22 PLANTING – (Item 22) -

a. Member's update.

Hanging baskets in the Bus Station were to be in place by 15 June 2021.

b. Members to discuss the Planting Contract Alterations.

In an effort to reduce costs and improve efficiency it was suggested that the two large planters at the junction of Wetherby Rd and Station Rd and the one in front of Stutton Road Allotments be removed as they were in disrepair, that the area at Chapel Street Corner be gravelled.

John Smiths had been contacted regarding the maintenance going forward of the flower barrels on their land, a response was pending.

Funding for planting had been requested from the Welcome Back Fund.

Members agreed to view the areas and the matter be discussed at the next Environment Committee meeting. Agreement of the above was required prior to renewal of the Planting Contract in 2022.

E23 COVID 19 – Clerks update of the Councils functions during Covid 19 to date.

The office was being occupied by one or two staff at any time.

Members of the public were effectively contacting the office by phone, mail and appointments as required, it was therefore felt that there was no reason for opening the office to the public until government guidelines allowed.

E24 ALLOTMENTS –

a. To discuss any matters relating to the allotments.

Deputy Clerk – An inspection of all allotments was to be carried out on 1 June 2021.

b. Members discussed an Allotment Competition 2021.

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RESOLVED – Due to Covid 19 the Competition would not be held in 2021 and take place as usual in 2022.

E25 WEBSITE, NEWLETTER AND MEDIA ITEMS – To suggest appropriate matters from this meeting to place on the website, Facebook and before the media. Deadline for newsletter articles 31 March 2021 – The Cobbles Market, Bins and Benches.

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.