



Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

MINUTES OF COUNCIL MEETING HELD ON TUESDAY 21 MARCH 2023 AT 7 PM IN THE ARK

PRESENT:	CHAIRMAN	D Bowgett
	COUNCILLORS	S Cobb, J Chiswick, P Emmott, F Grieg, & K Poskitt.
	CLERK	J Crowther
	DEPUTY CLERK	J Mottershead
	ALSO PRESENT	PC N Woods,
		D Gluck Tadcaster Rural CIC, K Ickeringill Environment Agency,
		2 members of the public

C219 APOLOGIES – (Item 1) - To receive, record and approve apologies for absence, P Grasby, D Mackay, M Middlemiss, C Stephenson.

C220 DECLARATIONS OF INTEREST – (Item 2) - To receive and record declarations of interest at this point or at any other point on the agenda - none.

Members agreed to discuss Item 5 at this stage of the meeting.

C221 POLICE REPORT – (Item 5) -

a. Members to note and discuss the Police report.

P C Woods read out the Police Report.

He reported that insecure and unlocked doors had made theft incidents in the town easier. In high crime areas in the district spray painting on pavements and leaflet drops by the Police giving information on how to report a crime had been carried out.

The Neighbourhood Development Team had continued to develop information passed to them with the aim of executing further arrest warrants or completing stop and searches where grounds existed. The importance of logging crimes or anti-social behaviour to Crime Stoppers or the 101 number was reiterated to members, this could be logged anonymously.

Work to deter anti-social behaviour in the town was ongoing.

CCTV and a new door were to be installed at a housing residency in the town.

P Emmott enquired if the CCTV cameras were operational in Tadcaster.

PC Woods reported that CCTV in Bridge Street was not being monitored or recorded and the camera in Bus Station was unsatisfactory. He would pursue improved CCTV following commencement of the Unitary Council 1 April 2023.

K Poskitt reported that an agreement had been made with herself as County Councillor and PC Woods to hold monthly surgeries, starting in May 2023, for residents. Councillors were asked for their attendance at the surgeries. Plans were for the Surgeries to be held in Costa Coffee as this was a central and unthreatening location. She felt the surgeries would make a difference, they were proactive and would and gave residents a chance to communicate easily with the Police and Councillors.

K Poskitt reported that she would work with the Police to support CCTV and would take the issue to NYC.

b. North Yorkshire Police Community Messaging – Members noted a message received from North Yorkshire Police regarding Anti-Social Behaviour in Tadcaster.

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Members agreed to discuss Item 6 at this stage of the meeting.

C222 ENVIRONMENT AGENCY – (Item 6) -

a. An Environment Agency representative in attendance to update members regarding Tadcaster Flood Alleviation Scheme.

K Ickeringill reported that the start of the Consultation had been positive, there had been 3 Drop in Events with over 100 replies received from a mix of people in person and online.

Once the information was collated it would be shared appropriately.

Many encouraging suggestions had been received which would all be considered as part of the plan or put forward for future improvements. The protection of Public Rights of Way had been questioned.

The next stage was that plans would be presented to Large Project Review Group (LPRG).

Funding in the region of 16 million pounds was in place.

Meeting with Heineken and Sam Smiths Old Brewery were due to take place soon.

Planning was to be put forward in early summer 2023 and the project to start early 2024.

b. Tadcaster Flood Alleviation Scheme – Members noted February 2023 Newsletter & Notice of Public Drop-in Sessions.

D Bowgett encouraged all Councillors to attend the Drop-in Sessions.

C223 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.

Residents raised the following matters: -

- Selby Local Plan had been due to be sent to The Secretary of State early in 2023 this had not happened. This left Selby Local Plan and Tadcaster with a number of issues which would be left unresolved until North Yorkshire Council were in position on 1 April 2023, it could take 6 months or more for plans to resume. The public and Council were given the impression that Selby District Council were in charge of Selby Local Plan, plans would be legally compliant and were at the stage where no further comments could be made, he felt this was out of order, plans were now to be taken on by North Yorkshire Council.

The development of the Central Area Car Park and an underground car park remained in the plans, this had left the town in limbo. He asked members to make SDC aware of the displeasure in the handling of the Local Plan.

P Emmott reiterated comments above and felt that the Town Council had been misled by Local Plan Officers.

K Poskitt agreed that communication regarding the future of the Local Plan had been disappointing. She would contact North Yorkshire Council officers to ask that the Town Council be involved in future plans and to ascertain how the Local Plan was to be taken forward. As the plans had not been signed off she would find out if plans could be brought back for comments. The Local Planning SDC officers would transfer to North Yorkshire Council officers.

RESOLVED - The Council to contact SDC Chief Executive to relay the Councils disappointment of the lack of communication regarding LP plans.

ACTION – Clerk to deal.

- A resident raised concerns regarding a burglary of a privately owned empty dwelling owned by an elderly resident in the town he felt that the police and authorities should be made aware of empty properties when they are empty for long periods of time.

Members felt that the above would be a matter for family of the resident.

C224 REIMPOSE STANDING ORDERS – (Item 4) –

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Members agreed to discuss item 9 at this stage of the meeting.

C225 TADCASTER NEIGHBOURHOOD PLAN – (Item 9) -

a. Members approved the minutes of the meeting held on 23 January 2023.

b. Members update of meeting held on 20 March 2023.

D Gluck reported that members had discussed and agreed edits of the Draft Plan, M Dando was to write up and make the necessary changes to the plan, the Statutory Regulation 14 Consultation was to be published and available to the public for comment in summer 2023. The Group were working on Mapping, evidencing of Community Facilities and Green Spaces. A Designer was to be commissioned for the Consultation Document.

D Gluck and Deputy Clerk were to meet and report back to the Group and the Council regarding the Locality Budget.

D Gluck reported that although the NDP aspired to protect Community Facilities this would not protect Assets deemed of Community Value in the town, they would require inclusion on the Assets of Community Value Register held by SDC/NYC. This would therefore allow the Community to have a period of time to consider purchasing Assets prior to going on the Market and into the private sector.

He suggested that the NDP Steering Group devised a list of Assets of Community Value in the town to be send to North Yorkshire Council to be included in the Register.

RESOLVED – Tadcaster Neighbour Development Steering Group to consider Assets of Community Value to be brought back to Council for approval.

ACTION – NDP Steering Group to deal.

SUSPEND STANDING ORDERS –

A resident reported that there were very few Assets of Community Value in the district, he had explored the possibility that the Central Area Car Park be included on the Register.

D Gluck reported that areas could not be enforced they had to be accepted. Registered Assets would be aimed at buildings i.e. The Riley Smith Hall or The Salvation Army giving the Community a chance to purchase.

REIMPOSE STANDING ORDERS -

C225 POLICE REPORT – (Item 5) This item was discussed at Minute C221.

a. Members to note and discuss the Police report.

b. North Yorkshire Police Community Messaging – Members to note a message received from North Yorkshire Police regarding Anti-Social Behaviour in Tadcaster.

C226 ENVIRONMENT AGENCY – (Item 6) – This item was discussed at Minute C222

a. An Environment Agency representative in attendance to update members regarding Tadcaster Flood Alleviation Scheme.

b. **Tadcaster Flood Alleviation Scheme** – Members to note February 2023 Newsletter & Notice of Public Drop-in Sessions.

C227 PLANNING – (Item 7) - Members noted and commented as required on the following applications received from Selby District Council: -

a. Planning Applications –

38/22 6 Queens Gardens - Erection of single storey front and rear extension and two storey side extension with sloping roof on single storey and pitched roof to be tied in under existing over extended first floor footprint.

RESOLVED – Members had no objection to this application.

39/22 - 21 Marlborough Drive – Erection of car port with bedroom above.

RESOLVED – Members had no objection to this application.

40/22 - The Lodge – Leeds Road – Erection of residential unit to match existing lodge and installation of a new gate to entrance.

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RESOLVED – Members had no objection to this application.

ACTION – Clerk to reply to SDC accordingly.

b. Granted Applications -

9/22 - 28 Westfield Crescent – two storey extension to the eastern elevation.

26/22 - 11 York Road – Conversion of existing domestic outbuilding to a residential annex and associated with it external alterations.

35/22 - St Mary's Church – Kirkgate - Listed Building Consent – to replace decaying concrete louvers with timber as specification – (visible not affected – material change only)

36/22 - 39 Wharfedale Crescent, Erection of first floor extension onto existing ground floor extension to form a bedroom with ensuite bathroom.

c. Amey – Notice of Proposed A64 Slip Road Closures - 25/04/23 to 20/05/23 – Headley Bar Westbound entry & Tadcaster Bar exit and slips.

d. North Yorkshire County Council – Proposal to make an Order under the Road Traffic Regulation Act 1984 for Disabled Parking Bay_No TBC 2023 at 77 Woodlands Avenue Tadcaster (Disabled Bay) from 9.2m from junction of Calcaria Crescent to Southeast for 4.8m.

C228 CORRESPONDENCE – (Item 8) - members noted and made comments as required: -

a. YLCA – White Rose Bulletin – 17 February & 3 March 2023.

b. YLCA – Law & Governance Bulletin February 2023.

C229 TADCASTER NEIGHBOURHOOD PLAN – (Item 9) – **This item was discussed at Minute C225**

a. Members approved the minutes of the meeting held on 23 January 2023.

b. Members update of meeting held on 20 March 2023.

C230 TRAVELLERS BRITANNIA CAR PARK – (Item 10) - Members to discuss future enforcement of Travellers in Tadcaster.

K Poskitt reported that there had been mixed views across authorities as to the best cause of action for Travellers.

The recent visit by Travellers to the Britannia Car Park had been complex and included Public Rights issues.

This was to be discussed at North Yorkshire Council, lessons could be learnt from other areas.

C231 SELBY DISTRICT COUNCIL UPDATES – (item 11) - Car Park & Bus Station - Members update of Selby District Council maintenance/ upgrade works in Britannia Car Park & Bus Station.

K Poskitt reported that she had met with SDC officers, no further progress had been made. Detailed plans and designs were to be shared in the coming month.

A request for Bus Timetable screens etc had been fed back.

The Car Park was awaiting electric to the vehicle charging points was were expected within the month.

C232 NORTH YORKSHIRE COUNCIL – (Item 12)

a. Update - Drop-in Session Selby Civic Centre - 27 February 2023.

S Cobb reported the following: -

- existing phone numbers and emails were to continue as usual.
- Hubs were to be set up across the County.
- The Green Bin Consultation required more communication to individual households. Area Committee meetings had become increasingly important.
- Local Planning Committees were to be set up in Selby & Ainsty and would work closely with Harrogate.
- Parish & Town Councils would require training particularly on reasons to object to planning applications.
- The Selby Local Plan would continue under North Yorkshire Council.

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- There were ongoing trials with some parishes who had volunteered to take on extra responsibilities, other Councils were not taking on anything extra.
- NYC would have access to Grant funding.
- Selby District Council had given £2 000 000 from reserves to Two Ridings for local projects the rest was to be passed onto NYC with no guarantee that it would be spent in the Selby area.

K Poskitt reported that she would seek confirmation of the above funding.

- Licensing would go to NYC with the harmonisation of taxi fares.
- Locality was mentioned frequently.

K Poskitt felt enthusiastic about Locality and associated training. Networks were a five-year plan and would be vital. The Council needed to consider what was missing and what was required in the town.

SUSPEND STANDING ORDERS –

A resident reported that the Planning Department was the only NYC service in place. Groups had been agreed across the County. Tadcaster was one of the three largest communities but there was no Selby District representative on the Planning Committee. He felt this put the district further down the pecking order and had no voice.

K Poskitt reported that each political party had a place on the Committee and explained how the Committees were formed. She assured members that she would be the voice if required.

REIMPOSE STANDING ORDERS -

b. North Yorkshire Council – Briefing Note – Selby Area Garden Waste Collection Service Consultation – Members to discuss the Consultation ending 3 April 2023.

Members agreed to reply to the consultation on an individual basis.

c. Let's Talk Climate Change – Parish & Town Councils Communications Pack – Members noted.

d. North Yorkshire Council Climate Change Strategy – Members noted the Draft Consultation February 2023 Members to note the Public Consultation 13 February 2023 – 7 April 2023.

C233 THE CORONATION OF HIS MAJESTY THE KING – (Item 13) - Members update of plans for the King Charles III Coronation events 29 April 2023 - 8 May 2023.

K Poskitt reported that there were no specific plans in Tadcaster for the weekend. There was to be Church Service on Sunday 7 May 2023 and Scarecrow Festival lead by TEMPT was to take place during the week prior to the Coronation. Prizes for the best Scarecrow to be agreed by the Steering Group.

The Clerk reported that the Council had agreed to arrange for bunting and flags to be placed around the town for the occasion.

K Poskitt thanked the Mayor & Deputy Mayor for their participation in the Mother's Day Lantern Parade.

C234 LITTER PICK – (Item 14) -

a. Members approved a Litter Pick Risk Assessment for the Litter Pick on 25 March 2023.

b. Members approved the Litter Pick Volunteer Do's and Don'ts list.

C235 ALLOTMENTS – (Item 15) - Water Supply – Middlemiss Allotments – Members discussed an Easement Agreement for access onto Selby District Council Land for Water Supply Works.

RESOLVED – Following a unanimous vote members agreed the above Agreement.

C236 LAND OWNERSHIP — (Item 16) - Members discussed a way forward for Tadcaster Town Council owned land to the rear of 24 Westfield Crescent.

The Clerk reported that in 2000 Selby District Council had transferred Westfield Allotments to the Town Council, this had included Allotment gardens to the rear of Council properties

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on Westfield Crescent. Rent had been collected from the remaining Council owned property; this had proved difficult over the years rent had not been paid since 2019. The Council had requested that asked for the land to be transferred back to Selby District Council.

ACTION – Clerk to chase the transfer of the above land.

C237 GRANT AID – Grant Aid Applications 2022/2023 – (Item 17) -

a. To discuss and agree a Grant Aid Application 2022/2023

The Clerk reported that the remainder of the Grant Aid pot could be transferred to the Community Support header.

Members agreed to discuss Grant Aid funding during the budget process.

Members discussed an application received for £1000 from Citizens Advice Mid North Yorkshire.

RESOLVED – Following a unanimous vote, members agreed the above Grant Aid payment.

ACTION – Clerk to deal.

b. To discuss and consider letter received from Tadcaster Treat Association regarding a request for an increase to the Councils contribution.

The Clerk reported that the Tadcaster Treat had previously received £500 Section 137 Grant funding.

c. Members discussed the payment of a section 137 Grant of £500 for the Tadcaster Treat Association.

Members proposed an extra £100 for 2023.

RESOLVED – Following a unanimous vote members agreed: -

- **That a £600 Section 137 Grant be donated to Tadcaster Treat Association.**
- **The extra £100 funding 2023 to be taken from the Councils Reserves.**
- **Members agreed a £600 Section 137 Grant per year going forward.**

K Poskitt reported that money collected from The Scarecrow event could be donated to the Tadcaster Treat Association.

C238 COUNCIL STANDING ORDERS – (Item 18) - Members to approve Tadcaster Town Council Standing Orders.

RESOLVED – Members approved the above Standing Orders.

C239 CIVILITY & RESPECT – (Item 19) -

a. Newsletter – Members noted the March Newsletter.

b. Members update - online training events.

K Poskitt and F Greig reported that they would like to attend 2 of the advertised courses.

The Clerk reported that the cost per online course was £16.

RESOLVED – That the Council would reimburse the cost of the above online courses to members who chose to attend.

C240 CEMETERY MATTERS – (Item 20) -

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

Grave section	Grave number	Request
AIV	L1	Plaque
All	J17	Add inscription
All	K17	Headstone and Kerbs
AIV	K9	Plaque and Kerbs
AIV	K4	Plaque and Kerbs
AIII	D8	Add Inscription
AVI	B12	Headstone

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AVI	H6	Add inscription
AVI	E13	Headstone
AIV	J20	Plaque
AVI	H15	Headstone
AIV	D2	Plaque
AIV	K49	Plaque
AIV	K50	Plaque
AIV	J19	Plaque
AIV	J16	Add inscription

b. Cemetery Benches – Members to discuss a way forward for a vandalised Memorial Bench. The Clerk reported that 2 benches in the Cemetery had been vandalised. The Police had been informed and were monitoring the area.

The bench had been repaired the owner had requested a replacement bench.

The Clerk reported that the bench was still to be repainted.

Members sympathised but felt that the Council could not take responsibility for private property in the Cemetery and responsibility remain with the owners.

Members agreed for the bench be repainted.

Members agreed for removal of the second damaged bench.

c. Cemetery Trees – Update of Tree Maintenance in the Cemetery.

The Clerk reported that maintenance was due on the 16 Lime Trees, the Oak Tree and Sycamore Trees. A quotation had previously been agreed by Council, the cost was to come from the Cemetery Reserves. A planning Application had been completed and was awaiting SDC approval.

d. Tree Maintenance Policy – Members to consider and approve the Tree Maintenance Policy.

RESOLVED – Members approved the above Policy.

e. Cemetery Sub Committee – Cemetery Inspection - Members to agree a date.

Members agreed to meet 14 April 2023 at 10am

C241 REPORTS BY DISTRICT AND COUNTY COUNCILLORS – (Item 21) - Members update regarding County and District matters.

K Poskitt reported that road works on Station Road had been delayed and were to commence on 21 March 2023. The road closure was expected to cause traffic delays.

She had been in contact with SD regarding the Councils Freedom of Information request for information regarding SDCs People & Places Survey conducted in 2020.

C242 FINANCE – (Item 22) -

a. Payment of Accounts – Two Councillors approved and signed the Payment Schedule sheet to be paid by electronic payment. Schedule circulated at the meeting: -

Electronic Payments

		NET	VAT	TOTAL
1	Tadcaster Sunday School	39.00	0	39.00
2	Administration	5357.16	0	5357.16
3	Calcaria Cleaning	35.00	0	35.00
4	Calcaria Cleaning	35.00	0	35.00
5	Calcaria Cleaning	35.00	0	35.00
6	Calcaria Cleaning	35.00	0	35.00
7	Selby District Council	231.00	0	231.00

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8	Pullan Landscapes	185.00	0	185.00
9	G C Electronics	99.00	0	118.80
10	Firesolve	41.20	8.24	49.44
11	Mike Dando	2000.00	0	2000.00
12	Tadcaster & Rural CIC	744.99	0	744.99
13	B K Parnaby & Sons	1361.12	272.22	1633.34
		10198.47	280.46	10498.73
14	Selby District Council	21.00	0	21.00
		21.00	0	21.00

Direct Debits

		Date	NET	VAT	TOTAL
1	e-on Next	28/03/23	80.12	4.01	84.13
2	Nycom	25/03/23	42.00	8.40	50.40
3	Selby District Council (Cemetery Waste)	12x 103.46 16 April 2023 – 16 March 2024	1241.52	0	1241.52
4	Selby District Council (The Ark Waste)	12x 26.58 16 April 2023 – 16 March 2024	319.04	0	319.04
5	e-on Next	21/03/23	5.74	.29	6.03
6	Selby District Council	01/04/23 - £450.00 01/05/23 – 01/01/24 - £449.00	4491.00	0	4491.00
7	Selby District Council	01/04/23 - £371.60 01/05/23 – 01/01/24 - £369.00	3692.60	0	3692.60
					9884.72

b. Income & Expenditure to 31 December 2022 – Members considered and approved the report to 31 December 2022.

c. Bank Debit Card – Members discussed and considered a Council Bank Debit Card facility.
RESOLVED – That an application be made for a Council Bank Debit card with a limit of £300.
ACTION – Clerk to deal.

C243 WEBSITE NEWSLETTER AND MEDIA ITEMS – (Item 23) - To suggest appropriate matters from this meeting to place on the website, Newsletter, Facebook and before the media A link to Tadcaster Flood Alleviation Scheme be made available on the Website.

C244 APPROVAL OF MINUTES – (Item 24) – Members approved as a correct record the Minutes of the following Council and Committee meetings: -

- | | | |
|--|-------------|-------------------------|
| a. Council Meeting | held | 21 February 2023 |
| b. Finance & General Purposes Committee | held | 7 March 2023 |

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.

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C245 CEMETERY TREES – (Item 25) - Members update of trees in the Cemetery.

The Clerk reported that an email response was to be sent to Innovation Group including Barnes Preliminary Arborary Assessment information had been circulated to members.

RESOLVED – Members agreed for the above email response to be sent.

C246 QUOTATION – The Ark – (Item 26) - Members discussed and considered quotations received for external maintenance to The Ark.

The Clerk reported that areas between the beams of the Ark shrink over years. It was last maintained 8 years ago.

A quote for one wall in the Chamber and a quote for the whole building had been supplied.

RESOLVED –

- **Members agreed the quote for outdoor maintenance to the whole of the Ark.**
- **Members agreed for the cost to be taken from the Councils Reserves.**

ACTION – Clerk to deal.

C247 QUOTATION - Cemetery Benches – (Item 27) - Members discussed and considered a quotations received for maintenance to Cemetery Benches.

Following a unanimous vote members agreed: -

RESOLVED – Members agreed the above quotation.

ACTION Clerk to deal.

C248 QUOTATION – Allotments – (Item 28) - Members discussed and considered a quotation received for the removal of a shed at Middlemiss Allotments.

The Clerk reported that the 6 months' notice given to a resident for removal of a shed bordering Middlemiss Allotments had lapsed. Following a discussion with the resident it was agreed that the shed be removed by the Council and any gaps in the hedge be replaced by the resident.

A quote for the above works to include a Skip, removal of dumped rubbish.

RESOLVED – Members agreed the above quotation.

ACTION – Clerk to deal.