



## Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

01937 834113

clerk@tadcastertowncouncil.gov.uk

www.tadcastertowncouncil.gov.uk

Open Monday to Thursday 9.30am to 12.30pm

### MINUTES OF COUNCIL MEETING HELD ON TUESDAY 20 FEBRUARY 2024 AT 7 PM IN THE ARK

<b>PRESENT:</b>	<b>CHAIRMAN</b>	<b>S Cobb</b>
	<b>COUNCILLORS</b>	<b>F Greig, G Lodge, D Mackay, K Poskitt, C Stephenson, R Sweeting, &amp; P Tunney.</b>
	<b>CLERK</b>	<b>Present</b>
	<b>DEPUTY CLERK</b>	<b>Present</b>
	<b>ALSO PRESENT</b>	<b>K Battersby North Yorkshire Council Corporate Director for Environment, NYC P Tweed NYC Bridges Engineer, K Ickeringill - Environment Agency, Engineer, D Gluck – Tadcaster Rural CIC - &amp; 8 members of the public.</b>

**C182 APOLOGIES – (Item 1)** - To receive, record and approve apologies for absence, D Bowgett, J Chiswick, C Metcalfe.

**C183 DECLARATIONS OF INTEREST – (Item 2)** - To receive and record declarations of interest at this point or at any other point on the agenda – none.

**C184 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 member of Tadcaster Flood Action Group asked if there had been an update from Yorkshire Water (YW) regarding surface water flooding?

K Poskitt reported that she had no new information.

K Ickeringill reported he had been liaising with YW regarding a long-term solution for surface water flooding in Bridge Street, designs with water designers had been discussed. Funding for a scheme was being sought. YW were looking at a short-term solution including the purchase of a replacement pump to include a Sonic Sensor which would turn the pump on and off as required. There were no timescales for this work.

P Tunney reported that YW had carried out work on the east bank.

I Ickeringill reported that the works were being carried out by the EA and not YW.

**Members agreed to move Item 6 to this stage of the meeting.**

**C185 BRIDGE CLOSURES – (Item 6) -**

a. North Yorkshire Council Corporate Director for Environment & Bridges Engineer in attendance to update members regarding Bridge Closures and Bridge Closure Criteria.

K Battersby thanked members for the opportunity to update the Council regarding plans going forward for bridge closures in Tadcaster. He acknowledged and understood the effect the closures were having on the town.

K Poskitt had kept him updated regarding public views on closures.

A questions and answers document had been released in an effort to answer queries.

The aim of closures was to protect the bridge and avoid a serious incident, the bridge had previously collapsed, all efforts were being pursued to avoid further bridge failures.

During recent closures members of the public had unacceptably ignored road signage.

## Minutes of the Council Meeting 20 February 2024

A decision had been made to use a river level of 2.8 as a guide for bridge/road closures. This level was a height when water was impeding bridge arches. When arches were submerged there was a danger to the bridge structure and scouring of the riverbed, NYC had a duty to protect bridges.

Following the bridge collapse in 2015 the bridge had been repaired appropriately and within the limited nature of a listed asset, including improved pedestrian access.

Reopening times following bridge closures was decided following an inspection of the structure. Inspections were undertaken as soon as possible in daylight hours by a bridge's inspector.

Diversion signage on the A64 was proving difficult as this was the responsibility of National Highways. P Tweed reported that there had been confusion regarding bridge closure criteria due to changes in authorities. NYC were working closely with the EA who had demonstrated that there had been no adverse changes to the bridge structure.

The bridge was not originally built with high volume traffic in mind this fact could not be ignored, resulting in the decision to close the bridge when water reached span two. Further analysis had identified that when span 3 was submerged the bridge did not have the capacity to carry large volumes of traffic, the guidance was therefore to prepare for closure when span two was submerged and close the road when span three was submerged.

The height of the arch on span three was 9.38m AOD this corresponded to a flood level of approximately 2.8m. He appreciated this was a huge inconvenience to the town. Tadcaster's bridge had been analysed more than any other in the county. The river level/height at which the bridge was closed may change as investigations evolve, he couldn't offer false hope that the bridge would remain open indefinitely during flooding.

K Battersby reported that weight restrictions and traffic light options were being explored.

P Tunney thanked Mr Battersby and Mr Tweed for attending the meeting and welcomed the circulation of the Tadcaster Bridge Closure Criteria – Briefing Document dated 31 January 2024. He was pleased to see that a new trigger point for bridge closures in future of 9.38m AOD had been adopted following a review. However, he noted that a weight restriction on No 3 arch of 13 tonnes had been imposed, when that arch is submerged. A bridge closure protocol could include allowing emergency vehicles to cross but imposing a weight limit would be difficult to police.

R Sweeting reported that Cawood had a single lane system which worked, could traffic lights be an option? A plan was required as previous signage and communications had been poor, the public understood the need for closures, but communication was vital.

K Battersby understood the requirement for improved communication, there had been issues with National Highways regarding road signage, the use of electric signage on the A64 was to be explored.

P Tunney acknowledged the requirement for bridge closures and the associated disruption. He was keen to explore the relevance of closing the bridge at 2.8 metres at the gauge and the importance of what was happening at the bridge, he would like to opportunity to discuss the matter.

K Battersby agreed to meet with P Tunney to discuss the above.

K Poskitt reported that Highways England's process for A64 signage would take a while, solutions were being sought.

She thanked NYC representatives for their input noting that there were over 2300 bridges under the jurisdiction of NYC.

### **PUBLIC SESSION**

- A resident reported that the Q & A document had been produced as a result of authorities working together, which was a big step forward, consistency was required.

Signage was currently being moved by members of the public, which was unacceptable, he had spoken to an NYC Executive member for highways and transportation who was unaware of signage problems.

## Minutes of the Council Meeting 20 February 2024

K Battersby reported that he was happy to work with the Town Council to ensure that there was better communication and that Protocol regarding local help in movement of local signs be considered.

- A member of Tadcaster Flood Action Group thanked NYC for their apology regarding the Bridge Closure situation and was grateful that protocol was being looked at. Internal communications had greatly improved since October 2023. Herself and K Poskitt had worked through the night during recent flooding to ensure that the bridge was closed for the shortest possible time.

Yorkshire Water were supporting the town by ensuring that a solution was being sought for surface water flooding on Bridge Street, North Yorkshire Council as the Flood Authority was required to be involved in negotiations.

- A resident enquired as to how a bridge arch could fail, and was the bridge grouted during repairs in 2025.

The resident was informed that once an arch was under water the bridge became buoyant due to compression of water. Grouting work had been completed on the upstream side of the bridge; the downstream side had not been grouted at this time. The bridge was unlikely to fail catastrophically, however bouncing and vibrating caused by traffic could affect the bridge over years, the bridge was not strong enough for all traffic to cross during high water levels. Analysis was ongoing.

- A resident felt that focus on slip road from the A64 was vital, bridge closures were affecting families' daily lives. She felt it was dangerous to drive to Bilborough Top or use Slice Lane. Could a highways solution be sought, if the bridge collapsed this could be a greater cost.

K Battersby reported that road schemes were always being considered by NYC, feasibility, the impact on towns and wider social and economic factors were looked into. He reported that he would approach NYC Highways to discuss highway options and report back to Council.

P Tunney reported that a resident who was a highway engineer had drawn plans for a highway improvement at junctions of the A64 if these could be revived it would be a good start.

### **REIMPOSE STANDING ORDERS –**

R Sweeting thanked NYC representatives for attending the meeting and looked forward to working in partnership.

K Battersby offered to arrange a Walk About with Councillors.

Members agreed the above Walk About with the view to moving the town forward.

**b.** Members noted NYC Tadcaster Bridge Closures January 2024 FAQ.

**c.** Members noted and discussed Councillor P Tunney response to North Yorkshire Tadcaster Bridge Closure January 2024 FAQ.

P Tunney reported that the meeting arranged with K Battersby was a way to move the above forward.

**Members agreed to discuss Item 7 at this stage of the meeting.**

### **C186 ENVIRONMENT AGENCY /FLOODING – (Item 7-**

**a.** A representative from the Environment Agency in attendance to update members regarding Tadcaster Flood Alleviation Scheme.

K Ickeringill reported that TFAS were working closely with NYC Bridges Section regarding issues around the bridge.

The Pre-Planning Application had been sent; comments were to be addressed. The full application to be sent the end of April 2024.

Drop in events would be arranged, the TFAS Team will continue to be available in The Ark on Tuesday mornings, visuals will be presented in the near future. It was likely that the scheme would start in 2025, following works to services i.e. Water, Gas etc. the scheme is due to be completed by December 2026.

Members asked if the defences would protect the town against a 2015 flood event.

## Minutes of the Council Meeting 20 February 2024

The height of defences would significantly protect the town up to a 1 in 250 year event.

The cost of the scheme would be approximately 25 million and was looking positive.

S Cobb asked if the scheme was 30 million would it be withdrawn?

K Ickeringill reported that the scheme would be stopped if funding was significantly higher than 28 million, in this instance plans would be slimmed down. Benefits and value would be considered.

TFAS were working with YW and NYC to look at a permanent solution to surface water flooding.

Visuals were to be sent to TTC for inclusion in newsletter, alongside an article encouraging members of the public to view the scheme at drop ins and representatives at the Ark on Tuesdays. Information would initially be relayed in a way as not to build expectations.

**b. Tadcaster Community Client Group** – Members update of meeting held on 7 February 2024.

S Cobb reported that he was disappointed that the EA were no longer attending TCCG meetings.

D Gluck reported that the group was originally set up by the EA with the aim of engaging with the local community during the planning and delivery of the TFAS plans, allowing the community to scrutinise and ask questions, it was felt that the group had served its purpose and the EA felt that the benefit of the group had come to an end.

Members of the group had held a meeting on 7 February to look at a way to go forward. Options, to disband the group or to be a lobby group which would bring concerns to the relevant Councils and authorities had been considered. The group agreed to become a group to scrutinise the TFAS and take matters to the relevant authorities if required.

**Members agreed to discuss item 14 at this stage of the meeting.**

**C187 COUNCILLOR VACANCY – (Item 14)** - Members to discuss a way forward for Tadcaster East vacancy.

Members asked G Butcher relevant questions relating to the application.

G Butcher replied accordingly.

C Stephenson felt the application was excellent.

K Poskitt reported that the applicant had a wealth of local expertise and should be welcomed.

Members agreed to discuss and vote on the above applicant at this stage of the meeting.

**RESOLVED – Following a unanimous vote members agreed to co-opt and appoint G Butcher to Tadcaster East Ward.**

**ACTION – Clerk to arrange the signing of Councillor forms and inform NYC accordingly.**

**C188 POLICE REPORT – (Item 5)** -

**a.** Members noted and discussed the Police report.

K Poskitt reported that herself PC Woods and J Walker from NYC had attended the fifth Community Drop In event. J Woods had dealt with housing issues. Members were encouraged to attend future events.

Incidents of recent serious Anti-Social Behaviour in the town had been resolved.

S Cobb questioned the allocation of housing to vulnerable people in the town.

K Poskitt reported that hotspots in the town were known, any social housing vacancies in those areas were to be “sensitive lets” reducing the number of vulnerable residents in those areas.

**SUSPEND STANDING ORDERS -**

A business owner reported that an incident in Bridge Street had been captured on their business CCTV, the Police were relying on private cameras for information. It was felt that NYC should be relooking at CCTV improvements and investing on CCTV for the town.

K Poskitt reported that she had a meeting arranged with NY Police Crime & Fire Commissioner where CCTV was to be discussed.

**REIMPOSE STANDING ORDERS -**

**b.** Members noted the North Yorkshire Community Newsletter – Tadcaster January 2024.

**C189 BRIDGE CLOSURES – (Item 6)** - This item was discussed at Minute C185

## Minutes of the Council Meeting 20 February 2024

- a. North Yorkshire Council Corporate Director for Environment & Bridges Engineer in attendance to update members regarding Bridge Closures and Bridge Closure Criteria.
- b. Members noted Tadcaster Bridge Closures January 2024 FAQ.
- c. Members noted Councillor P Tunney response to North Yorkshire Tadcaster Bridge Closure January 2024 FAQ.

**C190 ENVIRONMENT AGENCY /FLOODING – (Item 7)** – This item was discussed at Minute C186.

- a. A representative from the Environment Agency in attendance to update members regarding Tadcaster Flood Alleviation Scheme.
- b. **Tadcaster Community Client Group** – Members update of meeting held on 7 February 2024.

**C191 ELECTION OF TOWN MAYOR/CHAIRMAN ELECT 2024/2025 – (Item 8)** - To accept nominations and agree the Chairman Elect for 2024/2025.

Councillor D Bowgett was proposed and seconded and following a unanimous vote was elected for Mayor/Chairman Elect 2024/2025.

**C192 ELECTION OF DEPUTY TOWN MAYOR/VICE CHAIRMAN ELECT 2024/2025 – (Item 9)** - To accept nominations and agree the Vice Chairman Elect for 2024/2025.

Councillor R Sweeting was proposed and seconded and following a majority vote was elected for Deputy Mayor/Vice Chairman Elect 2024/2025.

**C193 PLANNING – (Item 10)** - Members to note and comment as required on the following applications received from North Yorkshire Council: - There were no applications to discuss.

The Clerk reported that the Council had received an amended application for Tadcaster Bus Station, the date for comments exceeded the date of the next meeting.

P Tunney reported that he was aware of delays to the scheme and asked why there were amendments to the plan, he could not see any specific changes.

K Poskitt reported that she was unaware of any significant changes, there had been a change of contractor who were planning on moving high voltage cables, which had hindered the timeframe. The plans had been refused for conservation grounds owing to the artwork design, the options had been to go ahead without artwork or to work on changes. The decision was made to move forward with the plans and retrospectively approve changes to the artwork.

Work was due to start September 2024.

S Cobb asked why Tadcaster was the only town in the area to not have Electrical Vehicle Charging Points.

K Poskitt reported that delays to the charging points in Britannia Car were due to access required on private land, negotiations were ongoing.

**RESOLVED –**

- **Following a majority vote, members agreed to support the above Bus Station amended plans and reiterate previous comments.**
- **That the plans be agreed retrospectively at the Council meeting on 19 March 2024.**

**ACTION – Clerk to reply to NYC accordingly.**

**C194 CORRESPONDENCE – (Item 11)** - members noted and made comments as required: -

a. **NALC** – Chief Executive’s Bulletin 8,11, 18 & 25 January 2024 1 February 2024.

b. **YLCA – Law and Governance** – January 2024.

c. **YLCA** – White Rose Bulletin – 19 January 2024 & 2 February 2024.

d. **Resident Emails** – Resident complaint regarding Council matters.

Members agreed to discuss this item in the Confidential part of the meeting.

e. **North Yorkshire Council** – Garden Waste – Notice of Garden Waste License 2024 season.

**C195 SELBY LOCAL PLAN – (Item 12)** -

a. Members update of the Selby Local Plan.

K Poskitt read out an NYC email update as follows: -

***Statement on the Selby Local Plan***

## Minutes of the Council Meeting 20 February 2024

*At Full Council in February 2023 we approved the continuation of the 'Selby Local Plan' due to the advanced stage it had already reached in its preparation.*

*The Local Plan sets a framework for future development in the former Selby district area up to 2040. We will use it to guide decisions on planning applications and to support work with developers. Consultation on the latest version of the plan, known as the Publication Local Plan, took place in late summer 2022. In order to fully address the responses to this consultation, we will recommend that further engagement takes place on a revised Publication Local Plan to fulfil the requirements of Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) prior to its formal submission to the Secretary of State for independent examination.*

*This recommendation will be presented to our Executive Committee on 6 February 2024, which would then need to be approved by Full Council on 21 February. Should councillors approve this decision, consultation will take place on the amended Publication Local Plan early in the spring.*

K Poskitt reported that NY Executive Board had discussed Selby Local Plan which was to go to Full Council to be voted on followed by Consultation.

P Tunney reported that Heronby had been removed from Selby Local Plan.

F Greig reported that the final NYC Local Plan was to continue until 2028, when would anything happen to Selby LP.

K Poskitt reported that due to previous work on SLP by Selby District Council, North Yorkshire Council and a local landowner the Selby LP would continue whilst works starts on the North Yorkshire Local Plan.

P Tunney reported that the SLP would be sent the Secretary of State and Inspectorate it could be 2026 before and SLP could come to fruition.

K Poskitt reported that the Executive Board meeting had been positive and encouraging and there were no reasons to think otherwise.

### **SUSPEND STANDING ORDERS**

A resident reported that a property on Kirkgate was in a dangerous state of repair, she was aware that the property was owned by a local landowner and asked how this could be reported to an authority.

R Sweeting reported that the above matter could be reported to North Yorkshire Environmental Health.

**b.** Members noted and discussed North Yorkshire Council – North Yorkshire Plan Launch Event: Questions and answers.

**C196 TADCASTER BUS STATION & BRITANNIA CAR PARK UPDATE – (Item 13)** – This item was discussed at Minute C193.

**a.** Members update from North Yorkshire Council.

**b.** Members update of Electric Charges Points in Britannia Car Park.

**C197 COUNCILLOR VACANCY – (Item 14)** - Members to discuss a way forward for Tadcaster East vacancy. This item was discussed at Minute C187.

**C198 COMMUNITY INFRASTRUCTURE LEVY 106 – (item 15)** -

**a.** Members noted the CIL Monitoring Report – income and expenditure between 1 April 2023 and 31 March 2024.

**b.** Tadcaster & Rural Interest Company – S106 Front Garden Renovation Project – Members noted a Project Summary & Financial Statement.

**C199 BANKING HUB – (Item 16)** - Members to discuss and consider a Town Banking Hub.

P Tunney reported that at the Environment Committee Meeting on 6 February he had proposed that a Banking Hub for the town be investigated. He reported that there were 67 Hubs across the Country, 15 of which were in Yorkshire, the banking industry, Post Offices, Cash Access UK, were sponsoring Hubs. Costs were in the region of £250,000 per annum and were staffed by individual banks employees, 9.00am – 5.00pm. He suggested the ground floor of 43 Kirkgate as a suitable location.

## Minutes of the Council Meeting 20 February 2024

If members were interested, he would explore further.

K Poskitt reported that there were various criteria to be followed including the towns existing access the cash. She recommended completion of an online assessment as a first step.

**ACTION – P Tunney to make further investigations.**

**R Sweeting left the meeting.**

### **C200 TADCASTER NEIGHBOURHOOD DEVELOPMENT PLAN – (Item 17) -**

a. Members approved as a correct record the Minutes of the 11 January 2024.

b. Members update of TNDP.

D Gluck reported there was to be a TNDP Steering Group meeting on 26 February 2024 the Group were to discuss and agree comments received during the Public Consultation and make changes to the NDP as appropriate. The plan would then be approved by Council.

The London Road site and Housing was to be revisited following the Selby Local Plan Consultation.

The TNDP was to be submitted April/May giving time for the Local Plan to progress.

The TNDP would go on the Councils website once approved by the Council.

An approximate date for a TNDP Referendum was May 2025.

S Cobb reported that progress was being made with Tadcaster Brewing Heritage Centre.

### **C201 EMERGENCY PLANNING SUB COMMITTEE – (Item 18) -** Members update of meeting held earlier in the evening.

S Cobb reported that P Tunney had presented water level data in relation to the bridge.

K Poskitt was to arrange a meeting with NYC officers to give Tadcaster Flood Prevention Group an opportunity to present water level data.

### **C202 VEHICULAR ACTIVATED SIGN DATA – (Item 19) -** Members update regarding a way forward of VAS data.

K Poskitt reported that she was awaiting a reply from local police and NYC Highways regarding advice on the publication of VAS data, she would update members in due course.

### **C203 BIODIVERSITY POLICY – (Item 20) -** Members update of a way forward for a Town Council Biodiversity Policy.

P Tunney felt that the policy could be an opportunity for the public to have an input.

S Cobb suggested that members agree a way forward following the outcome of the first Biodiversity Policy Group meeting.

### **C204 MINUTE TAKING PROTOCOL – (Item 21) -** Members discussed a Council Minute Taking Protocol.

G Lodge reported that the current minute taking procedure would be unchanged, the Protocol was to maintain an ongoing standard based on external guidance and to ensure that when minutes were signed off that they are adhering to an agreed Protocol.

A change was to be made to the Approval of Minutes item on Council agendas which would be changed to include: - "Members to approve as a correct record in compliance with the agreed Protocol the following Council and Committee Meeting Minutes: -"

**RESOLVED – Members approved the above Protocol.**

### **C205 COUNCIL MEETING DATES – (Item 22) -** Members to agree Council and Committee meeting dates 2024/25.

**RESOLVED – Members agreed the above 2024/25 meeting dates.**

### **C206 NORTH YORKSHIRE COUNCIL - AREA 7 HIGHWAYS - WORKSHOP – (Item 23) -** Members update of Parish/Town Council Highways Workshop attended by P Tunney.

P Tunney reported that the workshop had focused on local community.

Area 7 had raised frustrations that NYC were not permitted to put required signage in place on the A64 during bridge closures, National Highways were only able to deal with signage at certain times of the day,

## Minutes of the Council Meeting 20 February 2024

He felt that local volunteers could be authorised to help put up and take down signage around the town.

K Poskitt reported that NYC were looking into all aspects of signage during bridge closures.

S Cobb reported that there were to be road works on the Islington A64 junction.

**ACTION – K Poskitt to liaise with NYC regarding the above road works and report back as required.**

**C207 NORTH YORKSHIRE COUNCIL – (Item 24) -**

a. Councillor K Poskitt to update members regarding North Yorkshire Council. K Poskitt reported that all issues had been discussed above.

b. Update of Police and Council – Members noted residents Drop-in Session at Rosemary House on 7 February 2024.

**C208 FINANCE – Payment of Accounts – (Item 25) -** Two Councillors approved and signed the Payment Schedule sheet to be paid by electronic payment. Schedule circulated at the meeting: -

	NET	VAT	TOTAL
Administration	6384.51	0	6384.51
Amazon	56.09	9.53	65.62
Calcaria Domestic Cleaning	87.50	0	87.50
Darren Simpson	110.00	0	110.00
E Rakusen	169.00	0	169.00
Pullen Landscapes	185.00	0	185.00
Tadcaster & Rural CIC	39.00	0	39.00
<b>TOTAL</b>	<b>7031.10</b>	<b>9.53</b>	<b>7040.63</b>

**Direct Debits**

	Date	NET	VAT	TOTAL
<b>1</b> Business Stream	9/02/24	27.99	0	27.99
<b>2</b> NYCOM	25/02/24	198.40	39.68	238.08
<b>3</b> Npower	7/02/24	239.85	11.99	251.84
<b>4</b> RICOH	6/02/24	184.62	36.92	221.54
		<b>650.86</b>	<b>88.59</b>	<b>739.45</b>

**C209 WEBSITE NEWSLETTER AND MEDIA ITEMS – (Item 26) -** To suggest appropriate matters from this meeting to place on the website, Newsletter, Facebook and before the media - None.

**C210 APPROVAL OF MINUTES – (Item 27) -** To approve as a correct record the Minutes of the following Council and Committee meetings: -

a. **Council Meeting** held **16 January 2024**

b. **Environment Committee Meeting** held **6 February 2024**

P Tunney requested a change of wording at E43.

Members agreed that above rewording and approved the above minutes subject to the change.

**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.**

**C211 COUNCILLOR VACANCY – (Item 28) -** Members discussed a nomination received for a Councillor Vacancy in Tadcaster East Ward. This item was discussed at minute C187.

**C212 CORRESPONDENCE – (Item 11d) - Resident Emails –** Resident complaint regarding Council matters. Members felt the above correspondence included unacceptable and distasteful language bordering on defamation and included factually incorrect statements.



## **Minutes of the Council Meeting 20 February 2024**

K Poskitt reported that previous concerns had been raised regarding the content of correspondence received from the resident over several months. She had sought legal advice.

Members felt the Council had a duty of care for employees.

Members felt that the Council should be seeking advice from YLCA regarding a way forward.

**ACTION – K Poskitt to seek advice regarding a way forward for the above matter.**