



Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

MINUTES OF ANNUAL COUNCIL MEETING HELD ON TUESDAY 14 MAY 2024 AT 7 PM IN THE ARK

PRESENT:	CHAIRMAN	D Bowgett
	COUNCILLORS	G Butcher, S Cobb, J Chiswick, F Greig, G Lodge, C Metcalfe, K Poskitt, P Tunney, C Stephenson & R Sweeting.
	CLERK	Present
	DEPUTY CLERK	Present
	ALSO PRESENT	D Gluck – Tadcaster Rural CIC - & 1 member of the public.

D Bowgett presented a Certificate of Appreciation to Tadcaster Medical Centre in recognition of services rendered to the community by all the doctors, nurses and staff at the practice.

- AC1 ELECTION OF MAYOR 2024-2025 – (Item 1)** - Councillor Bowgett requested nominations for the position of Chairman 2024 – 2025.
Following a unanimous vote members agreed the following: -
RESOLVED – Councillor D Bowgett be elected to serve as Mayor/Chairman for 2024/2025 council year.
- AC2 DECLARATION OF ACCEPTANCE OF OFFICE – (Item 2)** - Councillor D Bowgett signed the Declaration of Acceptance of Office and retained the Mayoral Chain.
- AC3 ELECTION OF DEPUTY MAYOR 2024-2025 – (Item 3)** – Councillor Bowgett requested nominations for the position of Deputy Mayor 2024/2025.
Following a majority vote members agreed the following: -
RESOLVED – Councillor R Sweeting be elected to serve as Deputy Mayor /Vice Chairman 2024/2025.
- AC4 DECLARATION OF ACCEPTANCE OF OFFICE – (Item 4)** – Councillor R Sweeting signed the Declaration of Acceptance of Office and received the Deputy Mayors Chain.
- AC5 APOLOGIES – (Item 5)** - To receive, record and approve apologies for absence – D Mackay.
- AC6 DECLARATIONS OF INTEREST – (Item 5)** - To receive and record declarations of interest at this point or at any other point on the agenda - None.
- AC7 OUTGOING MAYOR’S VALEDICTORY ADDRESS – (Item 7)** – D Bowgett thanked members for electing him for a further year as Mayor/Chairman.
- AC8 MAYOR’S ADDRESS – (Item 8)** – D Bowgett thanked members for putting their trust in him to serve the Town Council and Tadcaster for a third year.
He felt his position as Mayor was to support the Council and Council members and help to always keep the Council on the right tracks.
Later in the meeting members were to be asked to represent the Council on outside community bodies and organisations, he felt all members had something to contribute to these roles. The role of a Town Councillor was not for the glory or for money, as the Councillor role was voluntary, but to help and contribute to making the town a better place.
- AC9 DEPUTY MAYOR’S ADDRESS – (Item 9)** – R Sweeting thanked members for his nomination for Deputy Mayor, he would do his best for the good of Tadcaster. He was proud to have held the position previously, he was committed to helping the Chairman during his mayoral year.

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AC10 COMMITTEE MEMBERSHIP – Members agreed the allocation of Councillors to the two Standing Committees as follows: -

COUNCILLOR	ENVIRONMENT	F&GP
D Bowgett	/	/
G Butcher	/	/VC
J Chiswick	/	/
S Cobb	/	/
F Greig		/
G Lodge		/C
D Mackay	/	/
C Metcalfe	/	
K Poskitt	/C	/
C Stephenson	/VC	/
R Sweeting	/	/
P Tunney	/	
TOTAL	10	10

AC11 CHAIRMANSHIPS & VICE-CHAIRMANSHIPS OF COMMITTEES - To elect Chairmen and Vice-Chairmen for the two Standing Committees.

a. Environment Committee –

Members elected a Chairman for the Environment Committee 2024/2025.

RESOLVED - Following a majority vote members elected Councillor K Poskitt for Chairman of the Environment Committee 2024/2025.

Members elected a Vice Chairman for the Environment Committee 2024/2025.

RESOLVED – Following a majority vote members elected Councillor C Stephenson for Vice Chairman of the Environment Committee 2024/2025.

b. Finance & General Purposes Committee

Members elected a Chairman for the Finance & General Purposes Committee 2024/2025.

RESOLVED – Following a unanimous vote members elected Councillor G Lodge for Chairman of the Finance & General Purposes Committee 2024/2025.

Members elected Vice Chairman of the Finance & General Purposes Committee 2024/2025.

RESOLVED – Following a unanimous vote members elected Councillor G Butcher for Vice Chairman of the Finance & General Purposes Committee 2024/2025.

AC12 ELECTION OF MEMBERS TO SERVE ON OTHER BODIES (2024/2025) – (Item 12) -

Members elected Councillors to serve on the following bodies as follows: -

a. Yorkshire Local Councils Association (Selby) – D Bowgett & D Mackay

b. Swimming Pool Users Committee – S Cobb & J Chiswick

c. Dawson & Oglethorpe Trust – K Poskitt for the first meeting and F Greig for any further meetings.

d. Tadcaster Twinning Association Committee – D Bowgett & S Cobb

e. Up for Yorkshire – K Poskitt

f. Tadcaster Community Library – F Greig

g. Medical Centre - Patient Participation Group – S Cobb & J Chiswick

AC13 PUBLIC SESSION – SUSPEND STANDING ORDERS – (Item 13) - 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.

C Metcalfe asked for the Clerk to contact National Power Grid regarding the unacceptable number of outages in Tadcaster West. Members reported power cuts in various areas in Tadcaster and surrounding villages.

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ACTION – Clerk to deal.

P Tunney reported that the dilapidated state of 8 & 10 Kirkgate had been raised at a previous meeting a business owner had been advised to contact NYC.

He raised concerns regarding safety of the property including loose and non-existent roof tiles and collapsing walls. He felt the Council should report the matter to NYC as a matter of urgency.

K Poskitt reported that the Police and North Yorkshire Council were aware of the poor state of derelict buildings in the town and that youths were entering these premises. She felt that a multi-agency approach with authorities and the property owner was the best course of action.

C Metcalfe felt that talking to the property owner was not an option, NYC should be asked to take the appropriate enforcement actions to ensure the safety and security of the neglected buildings, to protect the public from potential harm. He suggested that a strongly worded letter be sent to NYC.

AC14 REINSTATE STANDING ORDERS – (Item 14) –

RESOLVED - Following a majority vote members agreed to send a letter to NYC as above.

ACTION – Clerk to deal.

AC15 POLICE REPORT – (Item 15) -

a. Members to note and discuss the Police Report.

P Tunney reported that the Police report included several trespass incidents and criminal damage but did not include break ins, criminal damage and burglary carried out at a large property in east Tadcaster.

He had reported the incidents to the Police, who had provided a report stating that the incident was an ongoing process, he did not accept the reply. He had questioned why the incident had not been included in the Council Police Report. He felt that the Police should be more proactive.

Neighbouring residents of the large property were concerned that criminals could enter their properties in the future. The Police had classed the incidents as Anti-Social Behaviour, he did not accept the reply and felt that the incidents were of a more serious nature.

D Bowgett reported that the property was out of Tadcaster parish boundary.

R Sweeting reported that the incident may not have been in the report as it was not in the Tadcaster boundary.

ACTION – Clerk to ask the Police to include incidents carried out in surrounding areas be included in Tadcaster Police Report.

b. Members noted the North Yorkshire Police Community Newsletter April 2024.

AC16 PLANNING – (Item 16) - Members noted and commented as required on the following applications received from North Yorkshire Council: -

a. Planning Applications

3/24 – 53 Marlborough Drive - Erection of two storey extension to side elevation on footprint of existing single storey garage.

RESOLVED – Members had no objection to the above application.

ACTION – Clerk to reply to NYC accordingly.

a. North Yorkshire Council

Highmoor Quarry – Warren Lane Bramham – Consultation on planning application for the purposes of the continuation of limestone extraction and processing.

AC17 CORRESPONDENCE – (Item 17) - members noted and made comments as required: -

a. **YLCA – White Rose Bulletin** – 12,26 April 2024

b. **YLCA – Chief Executive Bulletin** – 11,25 April 2024 and 2 May 2024.

c. **YLCA – Law & Governance** – April 2024.

d. **North Yorkshire Council** – Standards Bulletin March 2024.

e. **North Yorkshire Council** – Parish Workshops – Members to note the NYC Area 7 Workshops 2024 presentation received from the NYC Highways Customer Communications Officer.

f. **Resident email** – regarding Selby Local Plan.

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The Clerk reported that the above resident had been dissatisfied with the explanation in the minutes of the 19 March 2024 regarding the term Tightly Drawn Boundaries.

C Metcalfe reported that he had stated the facts at the above meeting and as the resident was not in attendance, he felt the matter was closed.

He was unsure why the issue had been raised as the report in which the wording Tightly Drawn related to had been produced by Selby District Council (SDC) four years previously and who now no longer existed. The wording was reference to the old authority (SDC) which who were at the time planning to do a Green Belt Review which was later shelved, he could not understand the relevance from four years ago.

D Bowgett reported that the reason why Tadcaster Town Council had previously recommended a Green Belt review was because Leeds, Wakefield and Bradford were carrying out reviews, Leeds was later overturned. Green Belt reviews are drawn up as part of a Local Plan, Tadcaster Town Council can make a binding decision as to what the Town Council can do in 2040.

F Greig asked for clarification regarding Tightly Drawn.

C Metcalfe reported that the line of the West Riding Green Belt which, now West Yorkshire was a line decided upon, and in some instances was adjacent to the old Selby District, there were several communities along the line that cannot grow as they are bordered by Green Belt.

D Bowgett reported that there were instances of small sections of Green Belt being used in Sherburn in Elmet, and South Milford and Brotherton which had enabled new developments.

C Metcalfe reported that there was a difference between Green Field and a Green Belt development, anyone having planning permission to develop on Green Belt would have had to have demonstrate very exceptional circumstances which Gladman would have to achieved to develop the Wetherby Road site.

It was the view of SDC officers in 2017/18, at that time that the Green Belt line was restricting the growth of certain communities, Fairburn, Brotherton and Tadcaster were mentioned at that time.

D Bowgett reported that SDC decided against a Green Belt Review, North Yorkshire Council held the same view meaning it would not be considered again for a couple of decades.

C Metcalfe reported that anyone could apply to build on Green Belt. There was a belief that to build on Green Belt was sacrosanct, but it could be developed if Very Special Circumstances were demonstrated.

The Clerk reported that the resident had been unable to attend the meeting but had been happy to have the matter on record, as it was felt that the issue of Tightly Drawn Boundaries would occur again in the future.

AC18 TADCASTER BRIDGE CLOSURE – (Item 18) -

a. North Yorkshire Council - Bridge Closure Protocol – Members to note and discuss the Tadcaster Bridge Closure Protocol.

D Bowgett thanked P Tunney and K Poskitt for their input into the Protocol.

P Tunney reported that his reviewed Protocol had been circulated. He had revisited the Protocol and defined some of the areas, but not changed it, he had referenced the Pump, and AOD references at the bridge as measurements of each arch differed. The arches had been numbered differently by different authorities; the number three arch needed to be referenced to avoid confusion. NYC were awaiting a response from the Town Council.

K Poskitt reported that North Yorkshire Council Corporate Director for Environment, had reported that all comments would be considered along with any TTC comments, he had envisaged minor tweaks and not a rewrite of the Protocol, this had been debated at length and thanked P Tunney and colleagues for the time spent on the issue.

P Tunney reported that the Bridges Manager had indicated that all measurements would be removed, yet he had included the trigger measurement for the initiation of the pump, how did this relate to the closure of the bridge? He proposed a revised plan not a rewrite.

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C Metcalfe felt it was paramount that the arches information required clarification. He suggested that a reply to NYC be sent stating that the Council are not asking for a rewrite, but that P Tunney's comments be considered.

K Poskitt reported that there were images within the Protocol showing river levels and identification of span/arch three, river levels were clear drawn. NYC had listened to all comments and had worked with the Council.

R Sweeting felt the Council could send comments but could not change the NYC protocol.

RESOLVED – That Recommendations raised by P Tunney be sent to NYC for consideration.

ACTION – Clerk and K Poskitt to deal.

b. North Yorkshire Council - Tadcaster Bridge Comms Plan – Members noted and discussed the Comms Plan previously circulated to members.

P Tunney reported that previous bridge closures had caused mayhem. He felt the Communications Plan was the same as previously produced. He had been led to believe that the community would be involved in the plan but had not been. He could see all mistakes reoccurring. There was no inclusion of when and how the bridge would be closed.

K Poskitt reported that the Comms Plan was a basic plan as to the chain of command for any future bridge closures. Details were still to be discussed which would not necessarily be included in the Comms Plan, this information could be in an Operations Plan.

P Tunney felt that the people in the community were the best contacts.

K Poskitt reported that she had notified NYC that the community and community groups should and would like to be involved in Bridge Closure Comms, it would ultimately be NYC Area 7 responsibility regarding an operations plan.

P Tunney reported that during previous bridge closures members of the community had moved signage

G Lodge felt that the comms plan did not include elements required for a road closure including the siting of warning notices, it is what NYC would carry out that was important, this was not included.

R Sweeting reported that there were no notifications in the town or on the A64 during recent bridge closures. Members of the public are no longer able to site signs as training would be required.

K Poskitt explained the difference between an Operations Plan and a Comms Plan. All comments had been considered by NYC.

RESOLVED – Council comments as above be sent to NYC.

ACTION – Clerk to deal.

AC19 COUNCILLOR DETAILS – (Item 19) -

a. Members to consider Councillor Contact details for public information.

RESOLVED – Members agreed Councillors Contact details for the public information.

b. Members to inform the Clerk regarding holiday dates for the diary.

ACTION – Councillors to inform the Clerk of holiday dates where possible.

c. Councillor Register of Interest – Members to confirm Councillors individual Register of Interest details on the Councils Website.

D Bowgett reminded members that the Clerk required any changes to Councillor Register of Interest details for Council records and to change on the Town Council website.

ACTION – Councillors to notify the Clerk as necessary.

AC20 TADCASTER COMMUNITY TREE – (Item 20) - Members to discuss and agree Poppies for the Community Tree for Remembrance Day as a recommendation from Finance & General Purposes meeting on 5 March 2024.

The Clerk reported that members had chosen and agreed a poppy design.

The Sponsorship of the poppies was being investigated, ideas had included the purchase of Poppies by any member of the community, an element of payment would be donated to The British Legion the remainder would cover year on year expenses.

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K Poskitt was to design a sponsorship poster for circulation.

The Community Poppy Tree initiative could be publicised at The D Day Beacon Lighting Event on 6 June 2024.

R Sweeting enquired how sponsorship names would be publicised?

The Clerk reported that the same design as the flyer would be used to laminate Sponsorship names which would be attached to the Community Tree.

A Sponsorship Form was being drafted by the Clerk and K Poskitt.

There would initially be 98 poppies, 40 Poppies for tree.

Poppies would be in situ for Remembrance Day and replaced with Christmas Stars at the appropriate time for Christmas and removed in January.

K Poskitt and F Greig thanked the Clerk for all her hard work and imagination involved in the initiative.

P Tunney suggested that as the Community Tree was unique would it be possible to get credit for the initiative.

R Sweeting suggested that the appropriate day to launch the Community Tree Initiative was Remembrance Day, members agreed.

AC21 NORTH YORKSHIRE COUNCIL – (Item 21) - Councillor Poskitt to update members regarding North Yorkshire Council.

D Bowgett reported that he had sent an email to NYC Executive member for Highways and Transportation regarding Tadcaster VAS data. Whilst York Road, Wighill Lane and Leeds Road had recorded speeds of between 29 and 31 MPH, Wetherby Road data was higher showing speeds of 36 MPH on average. He suggested to NYC the implementation of a 40MPH Zone on the Wetherby Road at an appropriate distance from the 30MPH sign, he was awaiting a reply.

P Tunney reported that the VAS sign on Wighill Lane was not always working correctly.

ACTION – D Bowgett to contact TWM to ask for the above sign to be checked.

C Metcalfe asked K Poskitt if there was any update on the funding mentioned in North Yorkshire Council Revitalising Towns project funding of 4.25 million pounds programme to be invested in the three town centres of Selby, Tadcaster and Sherburn in Elmet mentioned in the Corporate Plan.

K Poskitt reported that she had contacted several NYC Officers who were unaware of the funding.

ACTION – K Poskitt to make further enquiries regarding the above funding and report back to Council.

AC22 FINANCE – Payment of Accounts – (Item 22) - Two Councillors approved and signed the Payment Schedule sheet to be paid by electronic payment. Schedule circulated at the meeting: -

	NET	VAT	TOTAL
Administration	111.75	0	111.75
B K Parnaby & Sons	2160.00	432.00	2592.00
Calcaria Domestic Cleaning Ltd	118.13	0	118.13
Cookie Design	125.00	0	125.00
Darren Simpson Cleaning	110.00	0	110.00
DCG Tree Surgery	1962.50	0	1962.50
Fulprint	235.00	0	235.00
Julian Hall First Aid Services	61.25	0	61.25
Living Landscape	1936.43	0	1936.43
Local Council Auditors	340.00	0	340.00
Mike Dando (Local Plan Consultant)	270.60	0	270.60
NYC TEN	21.00	0	21.00
PPS	43.99	8.80	52.79
Pullan	185.00	37.00	222.00
Stephensons Memorial Works - Hawkins	173.00	0	173.00

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Stroma	430.00	86.00	516.00
Vision ICT	550.80	0	550.80
Yorplan	250.00	0	250.00
Total	9084.45	563.80	9648.25

Direct Debits

		Date	NET	VAT	TOTAL
1	North Yorkshire Council	16/05/24	1294.88	0	1294.88
2	North Yorkshire Council	16/05/24	332.62	0	332.62
3	Nycom	25/05/24	203.90	40.78	244.68
4	Npower	25/04/24	602.62	30.13	632.75
5	Ricoh	04/06/24	191.59	38.32	229.91
	Total		2625.61	109.23	2734.84

Payments Noted:

		NET	VAT	TOTAL
	Administration	6464.17	0	6464.17

AC23 APPROVAL OF MINUTES – (Item 23) – Members approved as a correct record the Minutes of the following Council and Committee meetings: -

Council Meeting held **16 April 2024**

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.