



## Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

# MINUTES OF ENVIRONMENT COMMITTEE MEETING HELD ON TUESDAY 6 JUNE 2023 AT 7 PM IN THE ARK

<b>PRESENT:</b>	<b>CHAIRMAN</b>	<b>S Cobb</b>
	<b>COUNCILLORS</b>	<b>D Bowgett, D Mackay &amp; R Sweeting.</b>
	<b>CLERK</b>	<b>J Crowther</b>
	<b>DEPUTY CLERK</b>	<b>J Mottershead</b>
	<b>ALSO PRESENT</b>	<b>1 member of the public</b>

Due to Councillor attendance the meeting was not quorate at this stage, members agreed to hear residents matters pending the meeting being declared quorate.

A Tenant of Middlemiss Allotments asked if the Council would be interested in considering an Allotment Association at Middlemiss Allotments?

He felt that the Association would be beneficial to both the Council and Tenants. It was suggested that a proposal and Terms and Conditions be drawn up to be considered by Council.

Members asked what the main differences would be.

The Tenant reported that rent would be collected and consequently chased by the Association. Plots would be Policed, and relevant action taken on uncultivated plots etc. Structure Permissions agreed, grass and hedge maintenance would all be the Associations responsibility. There would be an Appeals Policy in place which would include a right of Appeal to the Authority. Members asked what would be the disadvantages to the Council?

The Tenant couldn't see any disadvantages and likened the situation to Tadcaster Community Library. The Association could be approached and deal with any Allotment issues.

The Clerk asked what would happen should the Association not be able to deal with an issue.

The Tenant reported that the Association would take on the Landowners / Councils Rules and Regulations and enhance and made more viable if required.

The meeting was declared quorate at this stage.

- E1 APOLOGIES – (Item 1)** - To receive, record and approve apologies for absence, P Grasby, K Poskitt, M Middlemiss & C Stephenson
- 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 ORDER – (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.

Tenants request continued: -

D Bowgett confirmed that the Local Authority would be the Town Council.

R Sweeting reported that Allotment Associations did manage sites across the district.

The matter required consideration at a Full Council meeting.

Investigations advice and legality information would be required prior to consideration.

## Minutes of the Environment Committee Meeting 6 June 2023

The Clerk enquired if all allotment holders had been asked if they would be interested forming an Association.

The Tenant reported that the Allotment Facebook page was being used to ask Tenants.

The Association would have better buying powers compared to a Council.

As Allotment land would be Association CCTV cameras could be installed by Tenants.

**ACTION – Middlemiss Allotment Tenants to draft a proposal to be brought back to Council meeting 15 August 2023.**

### **E4 REIMPOSE STANDING ORDERS (Item 4) -**

### **E5 CLERKS REPORT – (Item 5) - Clerk to update members regarding any environmental matters not itemised on this agenda - None.**

### **E6 PLANNING – Members to note and comment as required on the following applications received from Selby District Council: -**

#### **a. Planning Applications –**

**11/23 - 11 West Mount** - Erection of first floor side extension over existing single storey extension, plus increased width.

**RESOLVED – Members had no objection to the application.**

**ACTION \_ Clerk to reply to NYC accordingly.**

**b. Broad Acres Old Coach Road –** Members approved and noted a retrospective comment sent to North Yorkshire Council regarding Healaugh & Catterton Parish application – Broad Acres, The Old Coach Road Healaugh.

#### **c. Granted Applications –**

**1/23 - 10 Grange Crescent** – Erection of single storey rear extension.

**2/23 - 10 Golf Links Avenue** – Garage conversion/side extension. Existing house rendered.

**10/23 - Tadcaster Cemetery TPO** – Crown Lift to 5.1 metres to 16 No Lime Trees over carriageway, crown lift to 4 M to 1 No sycamore (T1) over path and crown lift to 5.1 M to 1 Sycamore (T6) over carriageway protected by TPO 1/1982 and 8/1995.

**d. Granted Order - North Yorkshire 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.

### **E7 CORRESPONDENCE – members note and made comments as required: -**

#### **a. North Yorkshire Council –**

• **Lets Talk Transport – Survey 22 May 2023 – 17 July 2023** – Members noted the resident Survey.

• Lets Talk Transport – Parish & Town Councils Communication Pack – Members noted.

**b. YLCA** – Notice of online meeting with Assistant Chief Constable and North Yorkshire Police Fire and Crime Commissioner – 12 July 2023 Councils Questions by 26 June 2023.

**c. Locality** – Consultation on Community Benefit schemes from large scale electricity infrastructure developments- Members considered communication with Locality to discuss Community Benefit Schemes.

Members agreed that the above communication was not required.

### **E8 ENVIRONMENT COMMITTEE TERMS OF REFERENCE, POLICES & RISK ASSESSMENTS – (Item 8) -**

Members reviewed and approved the following: -

**a.** Terms of Reference for the Environment Committee.

**b.** Terms of Reference Emergency Planning Sub Committee

**c.** Memorial Bench Policy

**d.** Tree Policy.

**e.** Christmas Market Risk Assessment.

**f.** Viaduct Risk Assessment.

**g.** Litter Pick Risk Assessment.

## Minutes of the Environment Committee Meeting 6 June 2023

h. Allotment Risk Assessment

### E9 EMERGENCY PLANNING SUB COMMITTEE – (Item 9) -

a. **Councillor Membership** – Councillors elected members to serve on the Emergency Planning Sub Committee.

**ACTION** – Clerk to contact all Councillors to ask if they would like to be on the above Sub Committee.

b. **Election of Chairman** - Members to elect a chairman.

**RESOLVED** – Councillor R Sweeting to be Chairman of the above Committee 2023/2024.

c. Members approved the minutes of the 4 October 2022.

d. **Yorkshire Water** - Members update regarding Surface Water Flooding.

The Clerk reported that the MPs Parliamentary Assistant was in contact with Yorkshire Water and had asked for timelines regarding a replacement Strom Flex Valve.

#### **SUSPEND STANDING ORDERS –**

A resident reported that the flooding in January 2023 could have been the fault of the Non-Return Valve or it could have been damage in the pipeline. A camera survey had been requested and to ensure there was no damage to the pipe was overdue.

The Clerk reported that the issues was being addressed with Yorkshire Water by MPs Parliamentary Assistant.

e. **Tadcaster Flood Prevention Group** – Members update regarding Above Ordnance Data at the Bridge.

P Tunney reported following the EA's reluctance to install an AOD river measuring gauge at the Bridge, the group was pleased to report that following discussions with Farsons Digital Cameras the Group have been able to deliver a 'real time' AOD measurement scale at the Bridge.

The Group had felt that following concerns of water levels at the bridge during flooding in 2015 that a gauge that could be viewed online important as other gauges on the river system did not measure levels at the bridge. If levels were known, then pumps could be deployed as required.

The Clerk read out a response received from the Environment Agency regarding the above: -

*1) Any recordings of level etc are not and will not be recognised by the EA. 2) The area that the level is located could throw possible issues when being read. This is due to the presence of the bridge and the way the river flows due to this matter.*

#### **REINSTATE STANDING ORDERS -**

### E10 ENVIRONMENT AGENCY – (Item 10) - Members update of Tadcaster Flood Alleviation Scheme.

The Clerk reported there would be full update on the above scheme at the Council meeting on 20 June 2023.

### E11 LITTER BIN/ DOG BIN AND BENCHES SURVEY – (Item 11) - Members discuss and agreed a way forward for a survey of Litter/Dog Bins and benches in the town.

S Cobb reported that the above were generally in good repair.

The Clerk reported that previously SDC had been responsible for all bins and benches these were all now the responsibility of the Town Council. Emptying of bins was the responsibility of NYC.

Members reported bins were regularly overflowing in the town, bins were not being emptied as often as previously.

R Sweeting reported that there was increased litter, weeds in kerbsides and pavements in the main thoroughfare through the town.

The Clerk asked members to report any of the above matters to the office.

### E12 PLANTING – (Item 12) - Members update of Summer Planting and hanging baskets in the town.

The Clerk reported that the agreed, reduced number of summer hanging baskets had been placed in the Bus Station and hanging baskets had been hung at shops and businesses around the town.

Summer planting was due during the next two weeks.

## Minutes of the Environment Committee Meeting 6 June 2023

### **E13 CHRISTMAS MARKET – (Item 13) - Members update of plans for Christmas Market on 3 December 2023.**

The Clerk reported that Stalls and Pitches had been booked and plans were ongoing.

The event was short of volunteer stewards. It was suggested that local cadets be approached to ask to volunteer.

### **E14 ALLOTMENTS – (Item 14) –**

a. To discuss any matters relating to the allotments - None.

b. **Rent Review** – Members to discuss and agree Allotment Rents for 2024.

The Clerk reported that the present £20 deposit taken upon letting a plot was insufficient when plots were left in an unacceptable state.

**Following discussion members agreed the following: -**

- The deposit be increased to £30
- Small allotment rent including water to increase to £25
- Large allotment rent including water increase to £40

The Clerk reported that as plots were becoming available, they were being split into smaller more manageable plots.

c. Members reviewed and approved the Allotment Tenancy Agreement.

d. **Water Supply** – Members update of a water supply for Councillor Middlemiss Allotments.

The Clerk reported that water supply work was ongoing. There were to be 6 taps in lockable containers. The pipework was complete and now awaiting Yorkshire Water to connect the water supply

e. **Water usage Rules & Regulations** – Members approved the regulations.

f. Members considered a Tenant request for the siting of a storage box at Middlemiss Allotments.

Following a discussion member agreed the following: -

**RESOLVED – Members agreed to the above storage box request.**

g. **Allotment Competition** – Members noted the judging of the Allotment Competition Week Commencing 24 July 2023.

**Transfer of Land - Westfield Crescent** - Members update of the transfer of land to the rear of 24 Westfield Crescent to North Yorkshire Council. Deputy Clerk reported that there had been no reply from NYC.

### **E15 VIADUCT EMBANKMENT GARDENS – (Item 15) -**

a. **Letting Agreement** – Members reviewed the Viaduct Embankment Letting agreement.

**RESOLVED – members approved the above agreement.**

b. **Rent Review** – Members discussed the Viaduct Embankment Garden Rent October 2023 – 2025.

**RESOLVED – Members agreed to keep the rent the same for October 2023 – 2025.**

c. **Rules & Regulations** – Members reviewed the Viaduct Embankment Land Rules & Regulations.

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

### **E16 WEBSITE, NEWLETTER AND MEDIA ITEMS – (Item 16) - To suggest appropriate matters from this meeting to place on the website, Facebook and before the media – To include a link to Middlemiss Allotment Tenant Facebook when Tenants had made the necessary Allotment site name change.**

### **E17 MINOR MATTERS AND AGENDA ITEMS FOR THE NEXT MEETING – (Item 17) - to bring to the attention of the meeting, or the Clerk any relevant items of business for the next meeting of the Environment Committee 3 October 2023 – 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 agenda items only.**

R Sweeting reported that he had reservations regarding the Middlemiss Allotment Tenants request for an Allotment Association.

## **Minutes of the Environment Committee Meeting 6 June 2023**

Members agreed that further investigations were required prior to any Council decisions.

- E18 QUOTATION – Allotment Notice Boards – (Item 18)** - Members discussed and consider a quotation received for Allotment Notice Boards.

The Clerk suggested re siting notice boards around the town and placing the new ones at prominent sites. Old notice boards to be refurbished.

**RESOLVED Members agreed the above quotation.**

**ACTION – Clerk to deal.**

- E19 QUOTATION – Planning Consultant – (Item 19)** - Members discussed and considered a quotation received for a Planning Consultant required for completion of Planning Application for rewiring of the Ark, Air Conditioning and associated Electrics.

The Clerk reported that planning necessary for the above required works would need expert advice and drawings. A planning application been completed and sent to NYC, and rejected, extra information had been required.

**RESOLVED –**

- **That the above quotation be accepted.**
- **That funding be taken from the Councils Reserves.**

**ACTION – Clerk to deal.**