



Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

Minutes of the Environment Committee Meeting TADCASTER TOWN COUNCIL

Date: Tuesday 3rd June 2025

Time: 7pm

Venue: The Ark, 33 Kirkgate, Tadcaster, LS24 9AQ

In attendance: Cllr Poskitt (Chairman), Cllr J Chiswick, Cllr R Sweeting, Cllr G Butcher, Cllr S Cobb, Cllr P Tunney and Cllr C Stephenson. In addition, 1 Resident

Officers: J Crowther, Town Clerk. G Ashton, Locum.

Late arrivals: none

early departures: none

The meeting opened at 7.00pm

Minutes of the Meeting

EC/26/1 APOLOGIES

a) To receive and record apologies for absence.

Apologies received in advance of the meeting from Cllr Bowgett. Cllr Metcalfe and Cllr Mackay not present.

b) To resolve to approve reasons for absence.

Resolution: to accept and approve reasons for absence received from Cllr Bowgett in advance of the meeting. Unanimous.

EC/26/2 DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

a) To note any written requests for dispensation the Clerk may have received from members.
None received.

b) To consider any new dispensation requests – none received.

c) To receive Declarations of Interests from members not already declared under the members Code of Conduct or members Register of Interests, in any business to be transacted. None received.

EC/26/3 PUBLIC SESSION – Suspension of Standing Orders

Resolution: to suspend Standing Orders 2(f) to allow members of the public to raise items of interest in the public session. Unanimous.

Resident 1 – a request for cycle racks in the centre of the town ie outside The Ark. Appreciates that there are some outside Sainsburys and outside The Barn but there needs to be more in the centre of the town. Secondly, every market day, Wetherby TC have a Councillor clinic for residents to drop in and have an informal chat (drop-in clinic). The Chairman confirmed that promoting active travel is a priority for NYC. She also confirmed that all email addresses of members are published on the website. When the Council is further staffed, the Council will look at offering a clinic in the Autumn, perhaps one morning a week. Cllr Stephenson offered to do a survey of the bicycle racks in the town and report back to the next appropriate meeting.

EC/26/4 To **NOTE** as a true and correct record, the MINUTES of the Environment Committee Meeting held on Tuesday 4 February 2025.

Resolution: to note the last Minutes of the Environment Committee meeting held on Tuesday 4th February 2025 as a true and accurate record. Unanimous.

EC/26/5 PLANNING

Members to note and resolve to comment on the following applications received (North Yorkshire Council):

(a) Planning Applications

<i>Valid date</i>	<i>Planning Reference</i>	<i>Description of application</i>	<i>Address</i>	<i>Deadline</i>
4 Jun 25	ZG2025/0481/HP A	Installation of air source heat pump	25 Kelcbar Way, Tadcaster, LS24 9NX	4 Jun 25

ZG2025/0481/HPA – no objections

(b) To note Granted Applications / Decision Notices since the last meeting

- i. ZG2025/0366/HPA - Two storey and single storey side extension - 49 The Fairway, Tadcaster, LS24 9HL - Granted

(c) To consider any Enforcement Issues or Concerns

- i. Town and Country Planning Act 1990, Town and Country Planning (Trees Preservation) (England) Regulations 2012 – North Yorkshire Council Tree Preservation Order (NO.2) 2025 -Tadcaster Cemetery, Leeds Road, Tadcaster LS24 9LA, no objections to the Order received and the Council has resolved to confirm the order - noted

EC/26/6 SUB COMMITTEE APPOINTMENTS FOR 2025/2026

Emergency Planning Sub Committee

a) To appoint members to the Emergency Planning Sub Committee

Resolution: The following resolved to sit on the Emergency Planning Sub Committee for the municipal year 2025/2026: Cllr Sweeting, Cllr Poskitt, Cllr Cobb and Cllr Tunney.

Resolution: to seek confirmation from Cllr Bowgett and Cllr Mackay if they wish to sit on the Emergency Planning Sub Committee

b) To elect a Chair

Resolution: to approve Cllr Sweeting as the Chairman of the Emergency Planning Sub Committee for the municipal year 2025 / 2026

c) To elect a Vice Chair

Resolution: to approve Cllr Cobb as the Vice Chairman of the Emergency Planning Sub Committee for the municipal year 2025 / 2026

EC/26/7 EVENTS MANAGEMENT

a) To receive an update on the Christmas Market in Tadcaster.

Cllr Sweeting confirmed that the planning of the event is progressing. Enquiries have started coming in. Date of the event: 30th November 2025. Thanks to the Clerk who has organised much of the event to date such as the Road Closure application.

EC/26/8 ASSET MANAGEMENT

a) To receive an update on improving the image of the Town

Cllr Poskitt (and Cllr Sweeting) confirmed a date of 2nd July for the Community pay back team to look at areas for tidying up footpaths, weed management around the team.

Skip day took place with skips on Auster Bank, this was well used. Furthermore, Cllr Poskitt confirmed all new lines and signs after a walkaround with Highways last week (should be actioned in the next month). Complaints of rubbish in the bus park, a new bin storage is being built, part of the bus station refurbishment programme; expect for the real-time bus timetables to be in place by the end of June. The missing swing in the play area was mentioned and Cllr Poskitt will chase this again.

Totally Locally – with reference to improving the image of the town. The event was very successful; funding has been granted for a cohesive regeneration retail (Town Centre Manager) position. Advertising for vacancy will be out this week. Hope that this funding will roll forward to make a permanent position.

- b) To receive an update on Summer planting and hanging baskets in the Town

The hanging baskets went up earlier this week. Calcaria Stoves has offered to water the baskets again this year. The beds will be organised next. Potential for volunteers to water the flower beds in hot weather. Perhaps raise as an issue at the next business forum and requests for support. The new landlord at The Coach and Horses have offered to sponsor, plant up and water the beds adjacent to the pub. Suggestion of hanging baskets in the bus station.

- c) To consider a quotation for two damaged benches in the Cemetery

2 quotations received at £695 per bench (not including treatments, delivery or installation).

The 2nd quotation for a sturdier bench is circa £1,340. Some repairs made to one of the benches. Family have indicated they will replace the bench. Comments from the family sharing how supportive and kind the Clerk had been throughout this experience. Members were mutually in agreement that family members should not have to stand the cost of mindless vandalism.

Resolution: Cllr Tunney to carry out some research for comparable costs of quality benches.

Resolution: for the Clerk to contact the Insurers to ascertain the excess fee for the two benches and if this would affect the premium going forwards.

- d) To consider and agree a way forward for a survey of Litter/Dog bins and benches in the town.

The Town Council now own all the bins and benches in the town. Looking for a couple of members to walkaround and check each asset. Cllr Cobb and Cllr Stephenson agreed to carry out the checks.

- e) To consider the rent for the allotments for 2026

Reviewed annually, standardised in 2025 - £35 for a small plot and £50 for a large plot (deposit of £50 per plot). No real increase in the costs. However, clearance is always a big issue and generally costs more than the deposit. Agreement to publicise that there are vacant plots in light of the lack of waiting list.

Resolution: to retain the allotment tenancy fee of £35 for a small plot and £50 for a large plot with the deposit of £50 per plot. In addition, to agree and confirm that the vacant plots will be advertised.

- f) To consider the allotment competition for 2025

Due to constraints of staffing, vacant plots, lack of Judge etc, the consensus in the room was to not run the competition this year but to come back bigger and better in 2026, perhaps with a judge from Yorkshire in Bloom. Communication with tenants to confirm that this will not take place in 2025 but deferred to 2026 (email and in noticeboards).

Resolution: to agree that the competition does not run in 2025 but returns in 2026

- g) To consider the rent for the Viaduct Embankment Gardens for 2026-2029

Request from residents to purchase the embankment gardens but need deferral to full council for further discussion.

Resolution: to retain the rent fee for 2026-2029 with a deferral to full council for further discussion.

- h) To note the installation of the replacement bus shelter on Stutton Road/Golf Links

Thanks to the Clerk for the work and management of this.

EC/26/9 POLICY & GOVERNANCE

To review the following terms of reference, policies and risk assessments

- a) Terms of Reference Environment Committee - noted
- b) Terms of Reference Emergency Planning Sub Committee - noted
- c) Memorial Bench Policy - noted
- d) Tree Policy - noted
- e) Viaduct Risk Assessment

Hit by falling objects – “skilled mining engineer”. Should this read skilled structural engineer?
The Clerk confirmed that the Principal Inspection Company used this wording.

Suggestion from the Clerk that two members need to re-do this risk assessment after a site visit.

Resolution: for Cllr Butcher and Cllr Tunney to carry out a walkabout and inspection of the Viaduct to inform the revised Risk Assessment

f) Allotment Risk Assessment

Requires review by 2 members.

Resolution: for Cllr Poskitt and Cllr Chiswick to carry out a walkabout and inspection of the Allotments to inform the revised Risk Assessment

g) Allotment Rules and Regulations and Agreement - noted

h) Viaduct Embankment Land Rules and Regulations and Agreement - noted

Resolution: to approve and adopt the above policies and Terms of Reference with changes to be informed by site visit on e. (Viaduct Risk Assessment) and f. (Allotment Risk Assessment) above. Unanimous

EC/26/10CORRESPONDENCE RECEIVED

a) To consider the Local Government Boundary Commission draft recommendations for division boundaries in North Yorkshire – deadline 9 June 2025.

Cllr Poskitt confirmed she is writing to comment that she strongly disagrees with Stutton being removed from the division in the Boundary Commission review. Members agreed that Stutton should be in the Tadcaster division as their nearest neighbour. Stutton Parish Council's wishes are that Stutton should be retained within the same division. However, there was a common understanding of electoral equality.

Resolution: to confirm for Cllr Bowgett to write on behalf of Tadcaster Town Council to stand by their previous comments and strong requests for Stutton to be retained within the division.

b) To note a letter received from a resident in recognition and gratitude for the inclusive work at the Barn. – noted.

c) To receive an update on the Summer Fields Festival 2025 – 13th July 2025, 1-8pm – noted.
Parade starts at midday, requests from Cllr Poskitt for judges for the parade.

EC/26/11 To consider the agenda items for the next meeting

Member drop-in clinic, cycle racks and active travel in the town, benches at the cemetery

EC/26/12 To note date, time and location of next meeting – 7 October 2025, 7pm, the Ark (Environment Committee), 16 September 2025, 5.30pm, the Ark (Emergency Planning Sub Committee)

The meeting closed at 8.25 pm