



Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

01937 834113

clerk@tadcastertowncouncil.co.uk

www.tadcastertowncouncil.co.uk

Open Monday to Thursday 9.30am to 12.30pm

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON TUESDAY 22 JANUARY 2019 AT 7.00PM PM IN THE ARK, KIRKGATE

PRESENT:	CHAIRMAN	D Bowgett
	COUNCILLORS	S Cobb, D Mackay, & R Sweeting.
	CLERK	Jane Crowther
	DEPUTY CLERK	Jo Mottershead
	ALSO PRESENT	None

F120 APOLOGIES – (Item 1) - To receive, record and approve apologies for absence – Councillors G Lodge, I Edmondson, M Middlemiss and C Stephenson.

F121 DECLARATIONS OF INTEREST – (Item 2) - To receive and record declarations of interest at this point or at any other point on the Agenda

F122 PUBLIC SESSION – SUSPEND STANDING ORDERS – (Item 3) - To allow members of the public to speak on any matter as it relates to the town - None.

F123 REIMPOSE STANDING ORDERS – (Item 4) - None

F124 CLERKS REPORT – (Item 5) - None

F125 CEMETERY MATTERS – (Item 6) -

F125.1 - Memorial Applications – Members considered and agreed the following memorial applications for the Cemetery:-

- AIV i20 and i21 Kerbs and Plaque
- AIV i26 Kerbs and Plaque
- DV e14 Headstone

F126 PLANNING – (Item 7) - Members noted and commented as required on the following applications received from Selby District Council:-

Planning Applications –

28/18 – John Smiths Brewery – Listed building consent for proposed Pipebridge columns supported through existing Brewhouse Complex flat roof.

RESOLVED – Members had no objection to the above application.

29/18 – 65 Willow Rise - Proposed re-cladding of front and side elevation with render and cedar cladding.

RESOLVED – Members had no objection to the above application.

ACTION – Clerk to reply to SDC accordingly.

Granted Applications –

27/18 – The Ark 33 Kirkgate – Listed building consent for internal backlighting of internal timbers/beams.

F127 CORRESPONDENCE – (Item 8) -

F126.1 Correspondence for members to note and make comments as required –

a. Leeds East Airport – Airspace Change Process Consultation – Members agreed not to reply to the consultation.

F126.2 Correspondence tabled at the meeting:-

a. Dementia Forward – Thank you letter - Mayors Charity, Civic Service donation.

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b. St Leonards Hospice – Thank you letter – Mayors Charity Civic Service donation.

F128 GRANT AID – ((item 9) -

a. Grant Aid Applications - Members discussed a recommendation from the Grant Aid Working Group following a meeting held earlier in the evening.

Members agreed that the application received from St Joseph’s Church did not fit the policy criteria required by the Council.

ACTION – Clerk to reply to the above applicant accordingly.

Members agreed that as Grant Aid had been donated to Tadcrafters during the 2018/19 year for the same event that a further application could not be agreed.

ACTION - Clerk to reply to the above applicant accordingly.

RESOLVED – Following a unanimous vote members agreed the following applications:-

- **Citizens Advice Mid North Yorkshire - £700**
- **AGE UK - £700**

ACTION – Clerk to deal

b. Small Grant Aid Applications - Members discussed a recommendation from the Grant Aid Working Group following a meeting held earlier in the evening for a small grant application.

RESOLVED – Following a unanimous vote members agreed to donate £100 to Tadcaster Events Management Project Team.

ACTION – Clerk to deal

c. To discuss and agreed payment of section 137 Grant of £500 for the Tadcaster Treat.

RESOLVED – Following a unanimous vote members agreed payment of the above 137 Grant

ACTION – Clerk to deal

F129 RECORDING AT MEETINGS - POLICY REVIEW – (Item 10) - Members reviewed the policy.

RESOLVED – Members approved the above policy.

F130 ARK MAINTENANCE – (Item 11) – The Clerk reported that there had been a fault in the electrical circuit in the Ark kitchen, repairs had been carried out.

RESOLVED – Following a unanimous vote members agreed retrospectively to the above costs.

F131 STAFF VACANCY – (12) - Update of the Administrative Assistant job vacancy. The Clerk reported that no application had been received to date. The deadline for applications was the 22 February 2019.

F132 GENERAL DATA PROTECTION REGULATIONS (GDPR) – (Item 13) - Members update of actions. The Clerk reported that a number of actions had been completed and work was ongoing. Councillor .gov.uk email addresses was to be raised at item 16.

F133 FINANCE – (Item 14) -

a. Payment of Accounts – Three Councillors approved and sign the cheques and stubs. Schedule circulated at the meeting.

			NET	VAT	TOTAL
1	9120	DCG Tree Surgery	130.00	0	130.00
2	9121	Julian Hall	37.50	0	37.50
3	9122	Vision ICT	228.00	45.60	273.60
4	9123	Blachere	1483.20	296.64	1779.84
5	9124	TC Computer Services	50.00	0	50.00
6	9125	RICOH	277.56	55.51	333.07
7	9126	D C Cleaning Solutions	192.00	0	192.00
8	9127	Vision ICT	180.00	36.00	216.00

b. Financial Quarterly Report – Members approved the Financial Quarterly report to 31 December 2018.

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F134 TADCASTER TOWN COUNCIL NEWSLETTER – (Item 15) - None

F135 WEBSITE AND MEDIA ITEMS – (Item 16) -

a. New Website – Members update of the new Website.

The Clerk asked for guidance on the following:-

- Member's Councillor .gov.uk email addresses to be used on the Council website?

RESOLVED - That an agenda item be raised at the Council meeting on 5 February 2019

ACTION – Clerk to deal

- Historical minutes to be included at a cost of £50?

RESOLVED – Members agreed for the inclusion of historical minutes on the Councils website and related cost.

- The addition of a search facility at a cost of £75?

RESOLVED – not to include a search facility at this time, this could be reconsidered if required.

- Inclusion of the Visitor Strategy plan

RESOLVED – Members agreed to the inclusion of the above plan.

b. To suggest appropriate matters from this meeting to place on the website and before the media – None

F136 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 Finance & General Purposes Committee 5 March 2019 – None 3