



Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON TUESDAY 5 MARCH 2019 AT 7.00PM PM IN THE ARK, KIRKGATE

PRESENT:	CHAIRMAN	D Bowgett
	COUNCILLORS	S Cobb, G Lodge, D Mackay, M Middlemiss
	CLERK	Jane Crowther
	DEPUTY CLERK	Jo Mottershead
	ALSO PRESENT	None

F137 APOLOGIES – (Item 1) - To receive, record and approve apologies for absence – Councillors I Edmondson, C Stephenson & R Sweeting.

F138 DECLARATIONS OF INTEREST – (Item 2) - To receive and record declarations of interest at this point or at any other point on the agenda – None

F139 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.

F140 REIMPOSE STANDING ORDERS – (Item 4) - None

F141 TADCASTER TODAY NEWSLETTER – (Item 5) - David Gluck in attendance to discuss the future of Tadcaster Today.

CEF funding for Tadcaster Today had been agreed

An enhanced Editorial Board meeting was held on 11 February, new ideas and formats were discussed.

A proposal had been drawn up to bring to Tadcaster Town Council and the CEF.

Delivery would be 3 to 3 ½ thousand households 4 times per year.

The editions would be timed with major events in the town and CEFs.

There would be no adverts.

The board had considered options for the format a tabloid style had been agreed.

Delivery by The Royal Mail was being investigated, this would aid the delivery to all houses including those with No Junk Mail stickers.

The overall cost would be less than previous.

The cost per edition would be split 50% 50% with the TRCIC and TTC.

The design was to be kept in house, with initial help from the previous designer

RESOLVED – Following a unanimous vote members agreed:-

- D Gluck to take the proposal to the Council and the CEF Board
- TTC agreed in principle to the above proposals
- D Bowgett to liaise with D Gluck regarding design.

F142 CLERKS REPORT – (Item 6) - Clerk updated members regarding Finance & General Purposes matters not itemised on this agenda.

The Clerk agreed to take Election papers to Selby on Thursday 21 March 2019 for any Councillors requiring delivery. Councillors were required to have papers in the Ark office by 12.30pm on Wednesday 20 March.

The Clerk reiterated that the ultimate responsibility for delivery of Election Papers was with the Councillors.

F143 CEMETERY MATTERS – (Item 7) -

F143.1 - Memorial Applications – Members considered and agreed the following memorial applications for the Cemetery:-

- **AVI g11** **Headstone**
- **AIV g40** **Additional Inscription**
- **All i8** **Headstone and Kerbs**
- **All e7** **Kerbs and Plaque**
- **DV e11&12** **Kerbs & Clean**

F143.2 – Cemetery Inspection – Members noted and discuss Annual Inspection Report completed on 5 February 2019.

Ivy had been present on a number of graves, there were a few voids where a few graves had sunk, the brickwork on the straight ahead chapel required attention.

ACTION –

- **Councillor D Bowgett to take photos of the above ivy and voids and forward to the office.**
- **Clerk to seek a quote for damaged brickwork at the above Chapel.**

F143.3 – Cemetery Trees – Members update of tree maintenance in the Cemetery.

The Clerk reported that she had received a separate quote for the cutting back of 4 Laurel trees requiring maintenance. This quote was separate from the £600 tree maintenance

The contractor had suggested that they be cut back by at least 1/2.

Members raised concerns regarding nesting birds.

RESOLVED – That the above Laurel tree and £600 tree works be postponed until after the nesting season in September.

ACTION –

Clerk to deal

F144 PLANNING – (Item 8) - Members noted and commented as required on the following applications received from Selby District Council:-

32/18 – Land off Fairfield Road – Proposed erection of new build of a detached bungalow with detached garage and off street parking.

RESOLVED – Members had no objection to the above application.

ACTION – Clerk to reply to SDC accordingly.

F145 CORRESPONDENCE – (Item 9) - Correspondence Tabled at the meeting:-

- a. **Citizens Advice Mid North Yorkshire** – Thank you letter for Grant Aid.
- b. **AGE UK** – Thank you letter for Grant Aid.

F146 GRANT AID POLICY – (Item 10) - Members considered a review of the policy.

RESOLVED -

- **That the Policy/Grant Aid Form be simplified**
- **Multiple applications by the same applicant to be considered on an individual basis and only agreed in exceptional circumstances.**
- **That changes to the Policy be brought back to the F&GP Committee for approval.**

ACTION – Clerk to deal

F147 STAFF VACANCY – (Item 11) - Members update of the Administrative Assistant job vacancy.

RESOLVED – Following a unanimous vote members agreed:-

- **That a delay to the closing date for applications be implemented.**
- **That the vacancy be placed on TTC Facebook Page.**

FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 5 MARCH 2019

F148 FINANCE – (Item 12) - Payment of Accounts – Three Councillors approved and signed the cheques and stubs. Schedule to be circulated at the meeting as follows:-

			NET	VAT	TOTAL
1	9150	Pullan Landscapes	150.00	30.00	180.00
2	9151	B K Parnaby	490.00	98.00	588.00

F149 TADCASTER TOWN COUNCIL NEWSLETTER – (Item 13) - Members put forward suggestions for the next edition of the newsletter from this meeting. Deadline for articles 2 May 2019 – Tree work in the Cemetery.

F150 WEBSITE AND MEDIA ITEMS – (Item 14) - To suggest appropriate matters from this meeting to place on the website and before the media – None.

F151 MINOR MATTERS AND AGENDA ITEMS FOR THE NEXT MEETING – (Item 15) - 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** - None

F153 RESOLVED –

- That the items discussed in Part II be now ratified and approved
- That members of the press and public be re-admitted to the meeting