



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 21 JANUARY 2020 AT PM IN THE ARK, KIRK GATE

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

F118 APOLOGIES – (Item 1) – Members approved apologies for absence – Councillors D Bowgett, I Edmondson & C Stephenson.

F119 DECLARATIONS OF INTEREST – (Item 2) - To receive and record declarations of interest at this point or at any other point on the agenda – Councillors D Mackay and R Sweeting for item 9c.

F120 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

F121 REIMPOSE STANDING ORDERS – (Item 4) – None

F122 CLERKS REPORT – (Item 5) – The Clerk updated members regarding Finance & General Purposes matters not itemised on this agenda as follows:-

a. Online Banking - The Clerk had met with Councillor M Mundy to discuss how online banking would affect the Councils Policies and Financial Regulations.

RESOLVED – Members agreed for Councillor M Mundy to work alongside the Clerk to look at the above matters.

b. Office Computers - The Clerk reported that there had been problems with the office computers specialist advice had been given as follows:-

- That 365 software be installed at a cost of £90 per hour for approximately 3 to 4 hours to install and £10 per month ongoing costs.

- That a Computer Support contract be considered at a minimum cost of £78 per year

RESOLVED – That the above advice be recommended to the Council meeting on 11 February 2020.

ACTION – Clerk to deal.

F123 CEMETERY MATTERS – (Item 6) - Memorial Applications – Members considered and agreed the following memorial applications for the Cemetery:-

- AIV b19 Plaque and Kerbs
- AIV i13 Plaque and Kerbs
- DIV j26 Additional Inscription
- AIV j9 Plaque and Kerbs

F124 PLANNING – (Item 7) -

F124.1 – Planning Applications - Members noted and commented as required on the following applications received from Selby District Council:-

23/19 - Divisional Police Headquarters – Station Road – Proposed installation of 2.4m Security heavy weld mesh panel fencing including pedestrian and vehicle access gates.

RESOLVED – Members had no objection to the above application.

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24/19 – 9 Wharfedale Crescent - Proposed single storey extension to the rear and a small extension to the front.

RESOLVED – Members had no objection to the above application.

ACTION – Clerk to reply to SDC accordingly

F125 CORRESPONDENCE – (Item 8) - Members noted and commented as required:-

- a. **Yorkshire Local Councils Associations – White Rose Update – January 2020**
- b. **Selby District Council – Your recycling Service is Changing - a new wheelie bin system.**

F126 GRANT AID – 2019/2020 (Item 9) -

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

RESOLVED – Following a members agreed £200 Small Grant application for Tadcaster Historical
ACTION – Clerk to deal

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

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

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

ACTION – Clerk to deal

c. Members discussed the payment of a 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

F127 GENERAL DATA PROTECTION REGULATIONS – (Item 10) - Data Information Audit – Members update.

The Clerk reported that progress had been made and shredding of appropriate documents was ongoing.

F128 INSURANCE POLICY – VALUATIONS – (Item 11) - Members discussed a way forward for the valuation of Council owned property and Civic Regalia.

Members considered valuations for the Ark, The Cemetery Chapels and Civic Regalia.

The Clerk reported that the above was valued during 2013/14, the Insurance Company recommended that a valuation be carried out every 5 years.

RESOLVED – That a valuation of the Ark be carried out.

RESOLVED – That a valuation of the Cemetery Chapels and Civic Regalia was not necessary at the present time.

ACTION –

- **Clerk to deal**
- **Clerk to check the Councils insurance for if any item of the Civic Regalia was stolen.**

F129 FINANCE – (Item 12) -

a. **Payment of Accounts** – Three Councillors approved and signed the cheques and stubs. Schedule to be circulated at the meeting.

			NET	VAT	TOTAL
1	9360	Julian Hall First Aid Services	41.25	0	41.25
2	9361	RICOH	251.82	50.36	302.18
3	9362	Yorkshire Local Councils Associations	270.00	0	270.00

b. **Financial Quarterly Report –**

RESOLVED - Members approved the Financial Quarterly report to 31 December 2019.

Members thanked the Clerk for the production of the above report.

F130 TADCASTER TOWN COUNCIL NEWSLETTER – (Item 13) - Members put forward suggestions for the next edition of the newsletter from this meeting.

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- F131 WEBSITE AND MEDIA ITEMS – (Item 14)** - To suggest appropriate matters from this meeting to place on the website and before the media – None .
- F132 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** on 3 March 2020 – None .
- F134 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**