



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 3 MARCH 2020 AT PM IN THE ARK, KIRKGATE

PRESENT:	CHAIRMAN	D Bowgett
	COUNCILLORS	S Cobb, G Lodge, M Middlemiss, R Sweeting (Part)
	CLERK	Jane Crowther
	DEPUTY CLERK	Jo Mottershead
	ALSO PRESENT	One member of the public

F135 APOLOGIES – (Item 1) – Members approved apologies for absence – Councillors I Edmondson, M Mundy & C Stephenson.

F136 DECLARATIONS OF INTEREST – (Item 2) - To receive and record declarations of interest at this point or at any other point on the agenda.

F137 PUBLIC SESSION – SUSPEND STANDING ORDERS – (Item 3) - To allow members of the public to speak on any matter as it relates to the town.

F138 REIMPOSE STANDING ORDERS – (Item 4) -

F139 CLERKS REPORT – The Clerk updated members regarding Finance & General Purposes matters not itemised on this agenda.

The Clerk reported that Councillor M Mundy had agreed to attend the YLCA New Councillor Training.

RESOLVED - Councillor M Mundy to attend the above training.

F140 CEMETERY MATTERS – (Item 5) -

F140.1 Memorial Applications – Members considered and agreed the following memorial applications for the Cemetery:-

- **AIV e19** **Plaque and Kerbs**
- **AIV i3** **Plaque and Kerbs**
- **AVI b4** **Replacement Memorial and Additional Inscription**
- **AIV h47** **Additional Inscription**
- **AVI h12** **Headstone and Kerbs**

F140.2 Cemetery Inspection Report – Members update of Cemetery Inspection held earlier in the day.

Councillor D Bowgett reported that the tree contractor had done a good job.

The inspection revealed the requirement for repairs to the boundary wall.

ACTION – Clerk to seek quotes for the above wall repairs.

Children had been seen playing ball games against the Chapel walls.

RESOLVED – That the Cemetery Rules be updated to include “No leisure activities are permitted ie. ball games, skateboarding”

ACTION – Clerk to deal.

There were a few sunken graves these were to be filed in as part of an ongoing programme.

Councillor R Sweeting joined the meeting.

FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 3 MARCH 2020

Members agreed to suspend standing orders for a Public Session.

F141 PUBLIC SESSION – SUSPEND STANDING ORDERS – (Item 3) - To allow members of the public to speak on any matter as it relates to the town – A resident raised the following issues:-

- The toilets at the Bus Station had been out of order for several days.

ACTION – Councillor R Sweeting to contact SDC

- Why had the River Viewing platform plans not been pursued?

Councillor Sweeting left the meeting

Councillor D Bowgett reported that the planning application for the project had been resubmitted.

Councillor Sweeting re-joined the meeting.

Councillor Sweeting reported that the plans had been put on hold until Flood Defence plans had been established.

- The resident reported that raw sewage had been found in flood water in a public house adjacent to the river, he had been informed that this had come downstream from Otley.

ACTION – Clerk to contact The Environment Agency to ascertain if the above information was accurate.

F142 REIMPOSE STANDING ORDERS – (Item 4) -

F143 CEMETERY MATTERS – (Item 5) -

F143.1 Cemetery Sub Committee –

- a. Members update of meeting on 10 February 2020.

Councillor D Bowgett reported that a large proportion of the Cemetery Reserves had been used for Cemetery improvements and maintenance. The Sub Committee had recommended the following increases to Cemetery Fees: - a one off uplift in 2021/2022 followed by an increase of 4% in 2022/23 and 2023/24.

A summary of proposed Cemetery fees was circulated to members.

RESOLVED – Following a unanimous vote members agreed the above recommendation.

- b. Members approved and noted the minutes of the 10 February 2020 meeting.

F144 PLANING – (Item 7) -

F144.1 - Receipt of Electronic Planning Applications - Members considered the option for the receipt of planning applications by email and viewed online for Council and Committee meeting purposes.

Members were informed that application information would be sent to the Council by email, this would require members to view applications online prior to meetings. On request larger plans could be received by post.

RESOLVED – Following a unanimous vote members agreed that a recommendation be made to Full Council on 17 March 2020 for the Council to receive planning applications from SDC electronically.

ACTION – Clerk to deal

F145 CORRESPONDENCE – (Item 8) - members noted and make commented as required:-

F145.1 - Correspondence tabled at the meeting:-

- a. Citizens Advice – Mid North Yorkshire – Thank you letter for Grant Aid.

F145 ONLINE BANKING – (Item 9) - Members update of Council online banking proposal.

FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 3 MARCH 2020

The Clerk reported that she and Councillor Mundy had been working on a policy document and considered changes required to the Financial Regulations and any cost implications to the Council.

A draft proposal would be brought to the next F&GP meeting.

- F146 CIL & 106 MONIES – (Item 10)** - Members discussed and agreed a way forward for the monies. Councillor Bowgett reported that the monies were required to be spent by May 2022.

To date funds had been donated to TRCIC for a Traversing Wall. TRCIC had a list of additional proposed projects.

Councillor Sweeting felt that the available monies should be advertised to allow all revenant groups and associations the chance to apply.

RESOLVED – That CIL and 106 Monies, and Grant Aid be advertised in Tadcaster Today and on the Councils Website.

ACTION – Clerk to deal

The Clerk reported that the criteria for the above monies could be used for improvements to the riverside following the cancellation of the Riverside Project.

Councillor Middlemiss reported that play areas in the town are in need of maintenance and updating.

ACTION – Clerk and Councillor Sweeting to contact SDC for an update of planned upgrades of Tadcaster play areas.

- F147 GENERAL DATA PROTECTION REGULATIONS – (Item 11) - Data Information Audit –** Members update.

The Clerk reported that shredding of unrequired paperwork was ongoing.

- F148 INSURANCE POLICY – (Item 12) -**

a. Civic Regalia – Members update of information on Tadcaster Town Council Civic Regalia insurance.

The Clerk circulated information confirming the All Risk line of insurance cover of the Councils Civic Regalia.

b. Valuation of the Ark Report – Members considered and discussed the report.

The Clerk reported that the valuation had been sent to the Councils Insurance Company.

- F149 INCIDENT POLICY – (Item 13) -** Members discussed an Incident Policy.

RESOLVED – Members approved and adopted the above policy.

- F150 BUSINESS AND EFFICIENCY GROUP – (Item 14) -** Members update of meeting held earlier in the evening.

D Bowgett reported that the group had recommended that Regeneration funds from Council Reserves continue for one more year and then be reviewed on an annual basis.

RESOLVED – Members agreed to the above recommendation.

The group recommended that a letter highlighting concerns regarding the current Council Tax system following the removal of the three year government deal Parish Support Grant and Council Tax be sent to the MP.

RESOLVED – That the above recommendation be taken to Council on 17 March 2020.

RESOLVED – That the next BEG meeting be held prior to the first Council meeting of the new Council year.

- F151 FINANCE – (Item 15) -Payment of Accounts –** Three Councillors approved and signed the cheques and stubs. Schedule circulated at the meeting:-

			NET	VAT	TOTAL
1	9383	Pullan Landscapes	805.00	161.00	966.00
2	9384	SLCC	40.00	0	40.00
3	9385	SLCC	40.00	0	40.00

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- F152 TADCASTER TOWN COUNCIL NEWSLETTER – (Item 16)** - Members to put forward suggestions for the next edition of the newsletter from this meeting: - CIL, S106 and Grant Aid funding information, the 400 year anniversary of the Mayflower voyage.
- F153 WEBSITE AND MEDIA ITEMS – (Item 17)** - To suggest appropriate matters from this meeting to place on the website and before the media – CIL,S106 monies and Grant Aid funding information.
- F154 MINOR MATTERS AND AGENDA ITEMS FOR THE NEXT MEETING** – 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
- F157 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