



## Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

# MINUTES OF THE ENVIRONMENT COMMITTEE MEETING

HELD ON TUESDAY 21 MAY 2019 AT 7 PM IN THE ARK, KIRKGATE

<b>PRESENT:</b>	<b>CHAIRMAN</b>	<b>M Middlemiss</b>
	<b>COUNCILLORS</b>	<b>D Bowgett, J Chiswick, S Cobb, C Metcalfe (Part), C Stephenson and R Sweeting.</b>
	<b>CLERK</b>	<b>J Crowther</b>
	<b>DEPUTY CLERK</b>	<b>J Mottershead</b>
	<b>ALSO PRESENT</b>	<b>D Gluck – TRCIC, 2 members of the public</b>

- E1 APOLOGIES – (Item1)** - apologies for absence were approved for Councillors I Edmondson, F Greig, and D Mackay.
- E2 DECLARATIONS OF INTEREST – (Item 2)** - To receive and record declarations of interest at this point or at any other point on the agenda - None.
- E3 PUBLIC SESSION – SUSPEND STANDING ORDERS – (Item 3)** - members of the public raised the following matters:-
- Selby District Councillors were asked if the Peace Centre land remained up for sale as the plans had not been submitted owing to the recent elections.  
Councillor C Metcalfe joined the meeting
- ACTION – The above resident to send plans of the above to Councillor Sweeting.**
- A resident felt that as the annual Christmas market was a great success and the weekly market was dwindling it was suggested that an Artisan be considered which would attract people to the town.  
D Gluck reported that the TEMPT were looking at a proposal to hold a market on the cobbles in Kirkgate on the same day as the weekly market.
  - A resident referred to item 14 on the agenda, Tadcaster Viaduct Principle Inspection, he felt that the Viaduct was a Mill Stone around the Councils neck and consideration should be given to passing the ownership to English Heritage.
- ACTION – Clerk to raise the above suggestion as an agenda item at the Environment Committee Meeting on 2 July 2019.**
- E4 REIMPOSE STANDING ORDERS – (Item 4)**
- E5 CLERKS REPORT – (Item 5)** – The Clerk updated members regarding environmental matters not itemised on this agenda as follows:-
- The ownership of Dorchester Road Footpath was imminent and upgrade works were due to start anytime.
- E6 TADCASTER & RURAL COMMUNITY INTEREST COMPANY – (Item 6)** - David Gluck in attendance to update members regarding:-
- a. TEMPT -**
- The date for the Soap Box Challenge had been delayed and a new date was to be arranged.
  - Plans for the UCI were ongoing there was to be a meeting at SDC in the near future. There were plans for activities throughout the event.
- A Disability Action Group had been set up to ensure that the town would be as Disability friendly as possible.

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**b. Tadcaster Plaque Scheme** – A Heritage Lottery Fund application had been declined. The fund could be reapplied for in the future.

Members felt that the scheme would be good way of utilising Town Council and CEF money.

D Gluck suggested that the way forward could be too proposed to the Business and Strategy Action Plan to cost up for the cost of production for 6 plaques.

D Gluck reported that as part of the scheme to upgrade the Town Trail Panels the panel at Manor Farm would be more beneficial if it was moved to the St Joseph's side of the site. He suggested that TRCIC paid for ½ the cost of relocating

**ACTION - Clerk to seek a quote for relocating the panel and report back to the next Environment meeting on 2 July.**

**Tadcaster Neighbourhood Plan** – D Gluck reported that following the Councils decision to progress with looking at possibilities of a Neighbourhood Plan a working group had met to discuss plans. The first step would be to make a request to SDC Planning.

**RESOLVED – That the Working Group meets to discuss a proposal for the Councils intentions for a plan and understand the Legal Procedures and risks, and bring findings back to the Council meeting on 18 June 2019.**

**Tadcaster Branding** – D Gluck reported that the matter had not progressed, a meeting was to be arranged with an SDC consultant.

Members agreed to move Item 23b to this stage of the meeting.

**CIL & S106 monies – (Item 23b)** - Members to discuss and agree a way forward for Councils use of CIL and S106.

The Clerk circulated statements to members.

The Clerk reported that a proposal by TRCIC for a funding from S106 money for a Traversing Wall at Manor Farm had been received the amount had increased from the previous proposal.

D Gluck reported that the proposal for the scheme had improved.

Councillor C Metcalfe enquired if the S106 money could be given to a 3<sup>rd</sup> party?

The Clerk was unsure and would need to seek additional information and advice.

**RESOLVED –**

- **Members agreed in principle to the above proposal**
- **Clerk to enquire if S106 monies can be given to a 3<sup>rd</sup> party.**
- **That the proposal be taken to the Council meeting on 18 June 2019.**

**ACTION \_ Clerk to deal.**

The Clerk reported that the S106 money also fitted the criteria to be used for the play area scheme within the Riverside Project.

**E7 PLANNING – (Item 7)** - Members noted and comment as required on the following applications received from Selby District Council:-

**a. Planning Applications –**

**3 & 4/19 – Listed and FUL applications - The Brewery High Street** – Listed & FUL building consent for formation of a new ramp 1 in 20 replacement of existing windows with 4no windows (match existing 4-pane sash window) repair existing windows to rear (replace if beyond repair) replace existing doors to front and rear and internal alterations.

**RESOLVED – Members had no objection to the above application.**

**ACTION – Clerk to reply to SDC accordingly.**

**b. Granted Applications –**

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

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**33/18 – 10 Broom Road** – Proposed erection of a small rear extension creating enlarged dining room.

**35/18 – 22 Manor Road** - Proposed two storey side extension and dormer.

### c. Refused Applications -

**36/18 – 99 York Road** - Proposed installation of new vehicular access to gain access to drive

## E8 **CORRESPONDENCE – (Item 8) -**

### **8.1 For members to note and make comments as required:-**

a. **Yorkshire Local Councils Associations** – Training Programme – members to agree attendance.

**RESOLVED – Councillor J Chiswick to attend the New Councillor Training Course.**

#### **ACTION – Clerk to deal**

The Clerk reported that the YLCA were looking at formulating a GDPR training course for Councillors.

b. **Yorkshire Local Councils Associations** – White Rose Update - April Newsletter Noted

c. **Westfield Terrace/Viaduct Walk Fencing** – Members discussed a request for the reinstatement of fencing on Viaduct Walk/Westfield Terrace.

**RESOLVED – That the above fencing would not be replaced.**

## E9 **ENVIRONMENT COMMITTEE TERMS OF REFERENCE – (Item 9) -** Members considered and reviewed the Terms of Reference for the Environment Committee.

**RESOLVED – Members approved the above Terms of Reference.**

## E10 **EMERGENCY PLANNING SUB COMMITTEE – (Item 10) -**

a. **Councillor Membership** – Members elected Councillors to serve on the Emergency Planning Sub Committee.

**RESOLVED – Councillors D Bowgett, S Cobb, D Mackay, M Middlemiss and R Sweeting to serve on the above committee.**

b. **Terms of Reference** – Members considered and reviewed the Terms of Reference for the Emergency Planning Sub Committee.

**RESOLVED – Members approved the above Terms of Reference.**

c. **Minutes** - Members approved the minutes of the meeting on 26 February 2019.

## E11 **RIVERSIDE PROJECT – (Item 11) -**

a. **Update** - Member's update of the Riverside project received from Selby District Council.

The Clerk reported that following a conversation with SDC the scheme would go ahead in the summer months. The plans had permitted development and this was being rechecked. Final figures for the scheme were still awaited.

Councillor C Metcalfe felt extremely disappointed that the update was repeated from previous months. The procurement exercise had taken months and there were still no signs of a start date in the summer months. He proposed that a letter of disappointment be sent to SDC Chief Executive expressing the Councils dissatisfaction of the lack of progress, and demand that every effort be made to ensure that resources are made available to make the scheme deliverable in the summer months.

**RESOLVED – The Council to send the above letter to SDC Chief Executive.**

#### **ACTION – Clerk to deal**

The Clerk reported that NYCC were seeking the Councils ongoing views regarding plans for the Riverside Viewing Platform as a judicial review had been threatened by a local land owner regarding a Case Law.

Councillor C Metcalfe reported that SDC were keen to go forward with the scheme and NYCC were checking that the Town Council were still behind the scheme.

Councillor R Sweeting was against the scheme as the platform could attract Anti-Social behaviour.

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The Clerk reminded members that the Council had on three occasions voted strongly to support the plans.

### **SUSPEND STANDING ORDERS –**

A resident reported that the platform could interfere with the Environment Agency future flood defence plans and felt that a decision for the platform be agreed following an agreement of flood defence plans.

### **REIMPOSE STANDING ORDERS**

**RESOLVED - That the decision of Council to strongly support the above scheme remained.**

**ACTION – Clerk to reply to NYCC accordingly.**

**b. Councillor Representative –** Members noted the representatives as the Chairman and Vice Chairman of Tadcaster Town Council.

- E12 DRAFT PLANNING ENFORCEMENT MANAGEMENT PLAN – (Item 12)** - Councillor C Metcalfe updated members regarding the plan.

He reported that the document was important and affected how the public and Councils could ensure planning enforcement was effective. The plan was to be reviewed after six months. A planning case officer would be allocated to each case and would report back where appropriate. If enforcement cases were not felt to have been carried out correctly these could be reported to the Council Clerks.

- E13 FAIRFIELD ROAD CAR PARK WALL – (Item 13)** - Members discussed a way forward for the use of NYCC Community funding.

The Clerk reported that NYCC were unable to process the payment of an NYCC Community Fund for repairs to a wall and the Town Council had been asked to facilitate payment to the contractor.

**RESOLVED – The Council to pay the above contractor receipt of the funding from NYCC.**

**ACTION – Clerk to deal**

- E14 TADCASTER VIADUCT PRINCIPLE INSPECTION – (Item 14)** - Members update of a date for the inspection.

The Clerk reported that the principle inspection was to take place at the beginning of June 2019. The diving element of the inspection would rely on river levels.

- E15 STREET LIGHTING – (Item 15) -**

**a. Replacement Lantern –** Members discussed the replacement of a SOX lantern with an LED lantern.

The Clerk reported that the Council had previously agreed for the replacement of the SOX lighting with LED lighting on an individual basis. The Clerk had not been given the authority to spend the money as required.

**RESOLVED – That the Clerk be given the authority to spend money on new LED replacement lanterns as and when required.**

**b. Street Lighting – resident email -** Request for the reinstatement of night time street lighting in Tadcaster.

The Clerk reported that the criteria for night street lighting was on the NYCC website.

Following receipt of Police Crime Statistics and following the NYCC criteria members felt that there was not sufficient evidence for the town council to ask for the reinstatement of all night street lighting in the town and the Town Council had no powers.

**ACTION – Clerk to reply to the resident accordingly.**

- E16 VEHICULAR ACTIVATED SIGNS – (Item 16)** - Members noted the extension of the Temporary Vehicle Activated Sign (VAS) Protocol.

The Clerk reported that the Council would be required to purchase, position, pay for the fixing kits and maintain the VAS.

Members felt that the process for the signs needed to be explored.

**RESOLVED - That VAS be raised at the next appropriate meeting.**

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### ACTION – Clerk to deal

**E17 CCTV – (Item 17)** - Members update from North Yorkshire Police Fire & Crime Commissioner regarding the County Wide CCTV scheme.

The Clerk reported that the Police, Fire and Crime Commissioner would keep the Council updated of progress of the scheme.

**E18 LITTER BINS – (Item 18)** -

a. Riverside replacement bins – Members update of replacement litter bins on the riverside.

**RESOLVED – THE Council to provide a new bin for the above location.**

### ACTION – Clerk to deal

b. Toulston Litter Bin – Members to discuss and agree the replacement of the damaged bin.

**RESOLVED – To wait for a request for a replacement.**

**E19 QUAKER BURIAL GROUND – (Item 19)** - Members noted the unsuccessful Pocket Park application and discuss a way forward for the maintenance of the area.

**E20 CHRISTMAS ILLUMINATIONS – (Item 20)** - Members update of plans for 2019.

The Clerk reported that rope lighting in the bus station had been agreed by SDC and was due to be installed in the near future.

Crowd Funding was being investigated.

**E21 PLANTING – (Item 21)** -

a. Members update of 2019 planting. The Clerk reported that the hanging baskets in the bus station were to go up the 1<sup>st</sup> week in June.

The possibility of using additional permanent planting in flower beds was being explored as a way to reduce costs.

b. Members discussed an email received from a member of the Watering Volunteer Group regarding ideas for future watering & planting.

Councillors C Stephenson and D Bowgett reported that they were to lead volunteer watering groups in the town. Councillor J Chiswick volunteered to assist.

**E22 ALLOTMENTS** – To discuss any matters relating to the allotments. The Clerk reported that a date for the Allotment Competition was to be set and would be circulated to members.

**E23 FINANCE – Payment of Accounts –**

a. Three Councillors approved and signed the cheques and stubs. Schedule to be circulated at the meeting.

		NET	VAT	TOTAL
9195	Nycom	315.00	63.00	378.00
9196	North Yorkshire County Council	1643.70	328.74	1972.44
9197	D C Cleaning Solutions	144.00	0	144.00
9198	DCG Tree Surgery	1580.00	0	1580.00

b. **CIL & S106 monies** – This item was discussed at Minute E6.

**E24 TADCASTER TOWN COUNCIL NEWSLETTER – (Item 24)** - To put forward suggestions for the next Newsletter from this meeting none

**E25 WEBSITE AND MEDIA ITEMS – (Item 25)** - To suggest appropriate matters from this meeting to place on the website and before the media - None.

**E26 MINOR MATTERS AND AGENDA ITEMS FOR THE NEXT MEETING – (Item 27)** - to bring to the attention of the meeting, or the Clerk any relevant items of business for the next meeting of the **Environment Committee on 2 July 2019 – None**

**E28 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