



Tadcaster Town Council

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www.tadcastertowncouncil.gov.uk

Monday to Thursday 9.30am to 12.30pm

Minutes of an Ordinary Meeting of TADCASTER TOWN COUNCIL

Date: Tuesday 12 May 2026

Time: 7pm

Venue: The Ark, 33 Kirkgate, Tadcaster, LS24 9AQ

In attendance: Cllr R Sweeting (Mayor), Cllr Bowgett (Deputy Mayor), Cllr G Butcher, Cllr J Chiswick, Cllr F Greig, Cllr D Mackay, Cllr K Poskitt and Cllr P Tunney.

Environment Agency representative – Nick Appleyard. 2 members of the public

Officers: J Crowther, Town Clerk. L Tate, Administration Assistant.

Late arrivals: None

Early departures: Nick Appleyard 19:41. 2 Members of the public 20:12

Prior to starting the agenda long service awards were presented to Cllr D Mackay (40 years) and Cllr R Sweeting (35 years). It was also recognised that Cllr Metcalfe has served 50 years, but was unable to attend tonight's meeting, tonight also marks 50 Years since Tadcaster Town Council was formed.

The meeting opened at 7pm

MINUTES

FC/27/1	ELECTION OF MAYOR/CHAIR AND DEPUTY MAYOR/VICE CHAIR 2026/2027 a) To elect the Mayor and Chair for ensuing Municipal Year. Congratulations given to Cllr Sweeting Resolution: to elect Cllr Richard Sweeting as Mayor and Chair for the ensuing Municipal Year. Unanimous. b) Appointed Chair to sign Declaration of Acceptance of Office and receive the Mayoral Chain. Completed and duly signed. c) To elect the Deputy Mayor and Vice Chair for ensuing Municipal Year. Resolution: to elect Cllr Gillian Butcher as Deputy Mayor and Vice Chair for the ensuing Municipal Year. Unanimous. d) Appointed Deputy Mayor and Vice Chair to sign Declaration of Acceptance of Office and receive the Deputy Mayors Chain. Completed and duly signed
FC/27/2	APOLOGIES a) To receive and record apologies for absence. Apologies were received in advance of the meeting from Cllr C Metcalfe, Cllr S Cobb and Cllr G Lodge. No apologies received from Cllr C Stephenson

	<p>b) To resolve to approve reasons for absence. Resolved: to accept and approve the reasons for absence received in advance of the meeting from Cllr C Metcalfe, Cllr S Cobb and Cllr G Lodge. Unanimous.</p>
FC/27/3	<p>DECLARATIONS OF INTEREST & DISPENSATION REQUESTS</p> <p>a) To note any written requests for dispensation the Clerk may have receive from members. None</p> <p>b) To consider any new dispensation requests. None</p> <p>c) To receive Declarations of Interests from members not already declared under the members Code of Conduct or members Register of Interests, in any business to be transacted. None</p>
FC/27/4	<p>OUTGOING MAYOR'S VALEDICTORY ADDRESS</p> <p>Its been a pleasure to Chair Tadcaster Town Council, there has been some difficult times, but we work well together as a Council. I am proud of what we have achieved this year, I have visited lots of towns and met some wonderful people during my time as Mayor.</p>
FC/27/5	<p>MAYORS ADDRESS</p> <p>I look forward to meeting lots of new people. I hope we will have a wonderful year and things will improve. I am a big believer in community - I will be holding a Civic Service on 19 July. I would like to showcase Tadcaster and show what a wonderful town we have.</p> <p>I would like to thank the office staff and the Councillors for their support and look forward to a wonderful year ahead.</p>
FC/27/6	<p>DEPUTY MAYOR'S ADDRESS</p> <p>I would like to thank the Council for your support.</p> <p>I will endeavour to do as good a job as David and I look forward to the year ahead.</p>
FC/27/7	<p>PUBLIC SESSION – Suspension of Standing Orders</p> <p>To allow members of the public and representatives from other organisations to speak on any matter as it relates to the town – Members of the public are requested to submit any questions in advance of the meeting to the Clerk. Standing orders will be reinstated on the closure of this agenda item.</p> <p>Resolved to: suspend Standing Orders 2(f) to allow members of the public to raise items of interest in the public session.</p> <p>Public 1: Gave an update on the riverbank work undertaken on 2 out days from his job at the Environment Agency. 7 people yesterday and 8 today made a big dent on removal of Himalayan Balsam. Starting as far up stream as they could, bordering Newton Kyme- finishing 200 yards short of the viaduct. The aim was to get down to the weir, but they ran out of time. It's a worthwhile activity and the long-term project. Volunteers saw lots of interest from members of the public, supporting what they were doing, including teachers and students from the Grammar school. He suggested that there is a small remaining area, which he was hoping the Angling society may be able to support with finishing. He would like to make it an annual project, hoping he can involve more people - Councillors thanked the team for their hard work, they would be pleased to let the work continue next year.</p> <p>Public 1- Pointed out that a lot of trees strangled by Ivy in the town and urged management of the ivy.</p> <p>Resolved: to reimpose Standing Orders 2(f). Unanimous.</p>

REPORTS FROM OTHER AUTHORITIES**a) Police and other authorities –**

- i. To note NYP report **Noted**

b) Tadcaster Flood Alleviation Scheme (TFAS) & Environment Agency

To receive an update regarding the TFAS. A representative from the EA in attendance to update members regarding TFAS.

Nick Appleyard thanked the member of the public for arranging the removal of Himalayan Balsam, he had been a part of the team today and felt it was very well organised and enjoyable.

Nick Appleyard moved on to a verbal update on the TFAS- There have been a positive few weeks, Helen the new project manager is working behind the scenes, she is a great support to present the project at the right level. There has been funding approval for funds needed for the planning and submission, there is the ability to bid for more money too. The addendums are well underway to get the scheme to planning. The pauses have allowed time to engage with stakeholders, local people and allows them the make subtle changes to the plan, which will make the TFAS a better proposal.

NYC have driven the plan and it is a priority. There are subtle changes and these are part of the consultation with stakeholders.

Nick specifically showed members plans for the area around the football club. The environment Agency will maintain the defence, not the Council or the football club. A councillor asked if the concrete base from the footbridge will be removed? -Nick said they would aim to remove it.

There may be a boundary change at the end of the defence.

Nick confirmed that Cllr Tunney would be attending the Flood and Coast 2026 Conference in Liverpool on the 9 to 11 June to speak about Tadcaster and the TFAS.

The chair thanked Nick for his hard work and is pleased that stakeholders are working with the Environment agency.

c) North Yorkshire Council Councillor – update from North Yorkshire Council Cllr Poskitt.

Apologies there was no report in advance.

Attended an interesting members session last week- the subject was the SEN Schools White Paper 2026 Reform and is closely involved with this. This is deeply impactful to lots of local families, anyone who knows families in a difficult situation please urge them to reach out.

Cllr Poskitt attended an active travel members session, discussing investment and how we make our streets safer. Selby area committee - how we make streets around schools safer- NYC are active in this area, reducing speeds, initiatives called safe school streets. Cllr Poskitt is working proactively with the active travel team.

Extraordinary Council meeting will go ahead regards the proposed changes to the junction at Toulston and the Grammar school, all the things they are putting in place- which is a significant package. Plans for the meeting are at an early stages,

	NYC have agreed to attend a meeting to present the package of changes. Date to be agreed.
FC/27/9	To APPROVE as a true and correct record, the MINUTES of the Council Meeting held on Tuesday 21 April 2026 . Resolved: to accept and approve as a true and accurate record the minutes of the 21 April 2026. Unanimous.
FC/27/10	COMMITTEE APPOINTMENTS FOR 2026/2027 - To appoint members to the two standing committees a) Environment Committee Resolution: to approve following members on the Environment Committee for the next municipal year: Council members (less Cllr Greig and Lodge). Unanimous b) Finance and General Purposes Committee Resolution: to approve following members on the Finance & General Purposes Committee for the next municipal year: Council members (less Cllr Metcalfe and Tunney). Unanimous
FC/27/11	CHAIR & VICE-CHAIR OF COMMITTEES 2026/2027 - To elect the Chair and Vice-Chair for the two Standing Committees. a) Environment Committee Resolution: for Cllr Bowgett to be elected as Chair of the Environment Committee for the next municipal year. Carried Resolution: for Cllr Poskitt to be elected as Vice Chair of the Environment Committee for the next municipal year. Carried b) Finance & General Purposes Committee Resolution: for Cllr Butcher to be elected as Chair of the Finance and General Purposes Committee for the next municipal year. Carried Resolution: for Cllr Lodge to be elected as Vice Chair of the Finance and General Purposes Committee for the next municipal year. Carried
FC/27/12	APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES 2026/2027 – To appoint members to serve on the following bodies:- Resolution: to appoint the following members to serve on external bodies during the municipal year 2026/2027: a) Yorkshire Local Councils Association (Selby)- Cllr Bowgett b) Swimming Pool Users Committee - Cllr Chiswick and Cllr Grieg c) Dawson & Oglethorpe Trust - Cllr Poskitt d) Tadcaster Twinning Association Committee- Cllr Sweeting and Cllr Bowgett e) Up for Yorkshire – No representative required - take off list. f) Tadcaster Community Library- Cllr Grieg g) Medical Centre - Patient Participation Group - No representative required - take off list.
FC/27/13	COUNCILLOR DETAILS a) Members to consider councillor contact details for public information. Noted b) Councillor Register of Interest - Members to confirm Councillors individual Register of Interest details on the Council website. Noted
FC/27/14	PLANNING Members to note and resolve to comment on the following applications received (North Yorkshire Council): a) Planning Applications:

Valid date	Planning Reference	Proposal	Address	Deadline
20/04/26	ZG2026/0133/HPA	Installation of two patio areas, 6mm tarmac driveway to replace stone /gravel driveway, reclaimed brick front wall with black steel railings, continuation of existing 2 - 2.5m fence and existing window extended below sill to form doors opening accessing roof terrace (part retrospective)	Meadow View, Inholmes Lane, Tadcaster	12/05/26 ext to 13/05
20/4/26	ZG2026/0360/HPA	Erection of single storey rear extension creating annex	35 Marlborough Drive, Tadcaster, LS24 9JU	13/5/26
21/4/26	ZG2026/0351/FUL	Fitting of roller shutter doors with advertising on them (retrospective)	Access Opening Systems Ltd, Workshop, St Josephs Street	13/5/26
16/4/26	ZG2026/0352/ADV	Advertisement consent for 1No non-illuminated fascia sign installed on roller shutter door canopy (retrospective)	Access Opening Systems Ltd, Workshop, St Josephs Street	13/5/26

ZG2026/0133/HPA - Permeable alternative to tarmac is preferred.
ZG2026/0360/HPA – No objections
ZG2026/0351/FUL - Out of character for the area, aesthetically not pleasing. The advertising element on the shutters is not needed. Not fitting to the town, the conservation area and not in keeping with the heritage building on that street.
ZG2026/0352/ADV- Out of character for the area, aesthetically not pleasing. The advertising element on the shutters is not needed, not fitting to the town, the conservation area and not in keeping with the heritage building on that street.

b) To note Granted Applications/Decision Notices since the last meeting:

Date received	Planning Reference	Proposal	Address	Decision
15/04/26	ZGPD/2026/0022	Permitted development enquiry to establish if planning permission is required for rear single storey rear extension	14 Wetherby Road, Tadcaster, LS24 9JN	Planning Permission will be required

Noted

c) To consider any Enforcement Issues & Concerns:

i. To note Prohibition of Waiting and Loading and Provision of Parking on Wetherby Road. **Noted**
The council support the above and agree it is needed in this area.

ii. To note Prohibition of Waiting and Loading and Provision of Parking on Stutton Road. **Noted**
The council support the above and agree it is needed in this area.

d) To receive an update for the Tadcaster Neighbourhood Development Plan (report from External Consultant and/or Officer) - No update.

FC/27/15 ASSET MANAGEMENT AND EVENTS

	<p>a) To review property and land in Town Council ownership. Noted</p> <p>b) To consider correspondence from Yorkshire Water regarding a sewer survey on Town Council riverbank land downstream of the bridge. Resolved – Members agreed for this survey, borehole and trial pit to go ahead. Unanimous</p> <p>c) To consider the exclusion of the press and public by virtue of the Public (Admissions to Meetings) Act 1960, due to the confidential nature of the business to be transacted.</p> <p>d) To receive an update on the Cemetery trees - No update</p>																																																																				
FC/27/16	<p>POLICY & GOVERNANCE</p> <p>To review the following policies:</p> <p>a) Members' Code of Conduct</p> <p>b) To review and sign the Code of Conduct, circulated to all members</p> <p>c) Model Standing Orders</p> <p>d) Model Financial Regulations</p> <p>Resolution: to approve the Members' Code of Conduct, Standing Orders and Financial Regulations. Unanimous</p>																																																																				
FC/27/17	<p>FINANCE</p> <p>a) To approve the schedule of payments to 12 May 2026 - (Two Councillors to approve and sign the Payment Schedule sheet to be paid by electronic payment. Schedule to be circulated at the meeting.)</p> <table border="1"> <thead> <tr> <th>Electronic Payments</th> <th>NET</th> <th>VAT</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Calcaria Domestic Cleaning</td> <td>104.17</td> <td>20.83</td> <td>125.00</td> </tr> <tr> <td>DCG Tree Surgery Ltd</td> <td>2159.00</td> <td>0.00</td> <td>2159.00</td> </tr> <tr> <td>Living Landscapes</td> <td>2014.88</td> <td>0.00</td> <td>2014.88</td> </tr> <tr> <td>North Yorkshire Council</td> <td>3259.67</td> <td>651.94</td> <td>3911.61</td> </tr> <tr> <td>PCM</td> <td>4987.57</td> <td>997.51</td> <td>5985.08</td> </tr> <tr> <td>Pullan</td> <td>185.00</td> <td>37.00</td> <td>222.00</td> </tr> <tr> <td>Tadsigns</td> <td>30.00</td> <td>0.00</td> <td>30.00</td> </tr> <tr> <td>TC Event Technology</td> <td>412.60</td> <td>0.00</td> <td>412.60</td> </tr> <tr> <td>TRCIC</td> <td>1238.09</td> <td>0.00</td> <td>1238.09</td> </tr> <tr> <th>Direct Debits</th> <th>Date</th> <th></th> <th></th> </tr> <tr> <td>Awareness Software Ltd</td> <td>26/05/26</td> <td>114.16</td> <td>50.64</td> </tr> <tr> <td>BT</td> <td>02/04/26</td> <td>211.91</td> <td>42.38</td> </tr> <tr> <td>Ricoh</td> <td>04/06/26</td> <td>173.78</td> <td>34.75</td> </tr> <tr> <th>Payments to Note</th> <th></th> <th></th> <th></th> </tr> <tr> <td>Administration</td> <td></td> <td>5463.19</td> <td>0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>5463.19</td> </tr> </tbody> </table> <p>Resolved: to approve the schedule of payments to 12 May 2026 as signed by Cllr Poskitt and Cllr Greig</p> <p>b) To consider any grant applications and evaluation forms presented to the Town Council. None</p>	Electronic Payments	NET	VAT	TOTAL	Calcaria Domestic Cleaning	104.17	20.83	125.00	DCG Tree Surgery Ltd	2159.00	0.00	2159.00	Living Landscapes	2014.88	0.00	2014.88	North Yorkshire Council	3259.67	651.94	3911.61	PCM	4987.57	997.51	5985.08	Pullan	185.00	37.00	222.00	Tadsigns	30.00	0.00	30.00	TC Event Technology	412.60	0.00	412.60	TRCIC	1238.09	0.00	1238.09	Direct Debits	Date			Awareness Software Ltd	26/05/26	114.16	50.64	BT	02/04/26	211.91	42.38	Ricoh	04/06/26	173.78	34.75	Payments to Note				Administration		5463.19	0.00				5463.19
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FC/27/18	<p>PROJECTS & MEDIA</p> <p>a) WEBSITE NEWSLETTER AND MEDIA ITEMS – To suggest appropriate matters from this meeting to place on the website, Newsletter, Facebook and before the media. Himalayan Balsam cleanup and a thank you for the team, The Council values the support of the local community. Member of the public asked to supply some words and pictures for the lead Councillor.</p> <p>b) To receive an update on the next edition of the Newsletter. Waiting on updates on TFAS for the newsletter</p>																																																																				

<p>FC/27/19</p>	<p>CORRESPONDENCE RECEIVED – for members to note as required.</p> <p>a) To note YLCA – White Rose Bulletin (17, 24 April, 1 May 2026), Law and Governance May 2026. Noted</p> <p>b) To consider a proposal from David Gluck, TRCIC for a new logo for Tadcaster. Members asked for feedback, members in favour and positive feedback</p> <p>a) To note Visit North Yorkshire - Tourism Business Update: Spring Highlights & What’s Next. Noted</p> <p>b) To note North Yorkshire Council Parish Liaison: The Updated Parish Charter. Noted</p> <p>c) To note North Yorkshire Council Parish Liaison: April 2026 Parish Update. Noted</p> <p>d) To note North Yorkshire Council Household Waste Recycling Centre Registration Scheme. Noted</p> <p>e) To note correspondence on the New Citizens Advice Hubs in Tadcaster and Wetherby. Noted</p> <p>f) To consider the exclusion of the press and public by virtue of the Public (Admissions to Meetings) Act 1960, due to the confidential nature of the business to be transacted.</p> <p>g) To consider correspondence from Tadcaster Swimming Pool Trust Cllr Poskitt in regular conversations with North Yorkshire Council and this includes a meeting with NYC and the Swimming Pool. Cllr Poskitt confirmed she will continue to request help from NYC.</p> <p>Resolution: to liaise with Cllr Poskitt and if required send a letter to North Yorkshire Council highlighting concerns regarding Tadcaster Swimming Pool for the future. Unanimous</p>
<p>FC/27/20</p>	<p>To consider agenda items for next meeting.</p>
<p>FC/27/21</p>	<p>To note date, time and location of next meeting. 16 June 2026, 7pm, The Ark</p>

The Mayor thanked everyone present and invited them to join at The Riley Smith Hall after the meeting for light refreshments.

The meeting closed at 20:27