



WETHERBY TOWN COUNCIL

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ANNUAL REVIEW 2020

THE COUNCIL

1. COUNCILLORS

Elections to the Council were held on 2nd May 2019, but there have also been subsequent changes to the make-up of the Council.



The following people have been Councillors during the Civic Year:

North Ward

Harry Chapman – harry.chapman@wetherby.co.uk
Norma Harrington – norma.harrington@wetherby.co.uk
Victor Hawkins – victor.hawkins@wetherby.co.uk
Connor Mulhall – connor.mulhall@wetherby.co.uk
Neil O'Byrne – neil.obyrne@wetherby.co.uk

West Ward

Dean Buckle (co-opted on 12th November 2019) – dean.buckle@wetherby.co.uk
David Frame – david.frame@wetherby.co.uk
Galan Moss – galan.moss@wetherby.co.uk
Tom Smith MBE (co-opted on 20th January 2020) – tom.smith@wetherby.co.uk
There remains one vacancy on the West Ward.

Nish Kanabar – resigned on 6th September 2019
Gerald Wilkinson – died on 4th October 2019
Ryan Stephenson – resigned on 3rd March 2020

East Ward

Sam Bennett – sam.bennett@wetherby.co.uk
Paul Bradley – paul.bradley@wetherby.co.uk
Alan Lamb – alan.lamb@wetherby.co.uk
Jo Maltby – jo.maltby@wetherby.co.uk
Dawn Payne – dawn.payne@wetherby.co.uk

**E-mail addresses are provided for those Councillors who remain on the Council for the 2020/21 Civic Year.*



2. THE MAYOR OF WETHERBY

Councillor Galan Moss was re-elected as Mayor of Wetherby for a second term at the Annual Town Council meeting on 14th May 2020.

Councillor Neil O'Byrne was elected as Deputy Mayor.

Since then Councillor Moss, assisted by his wife Sandra in her role as Mayoress, has attended over 43 very varied engagements ranging from school fetes, to carol concerts, to the 'Big Lunch' in Sandringham Park, to army cadet presentation days. Councillor Moss has also helped several of Wetherby's more mature residents celebrate their 100th birthdays.

During his two year term of office Councillor Moss has been pleased to develop relations with Snaith & Cowick Town Council, attending several engagements in the town where he was born and brought up. The Mayor of Snaith & Cowick has been welcomed to Wetherby on several occasions.

Councillor Moss was delighted to be able to distribute £1,000 to the PTAs (Parent Teacher Associations) of the four Wetherby primary schools which were his chosen mayoral charity for 2018/19. The presentation took place on 24th September 2019.

The mayoral charity for 2019/20 is Wetherby Sports Association. Located off Lodge Lane near the Ings. This provides a community hub for sports clubs and societies in Wetherby that would otherwise struggle to fund a place of their own.

The presentation of a cheque for £700 will take place once coronavirus restrictions have been lifted.



3. GERALD WILKINSON – A TRIBUTE

Gerald Wilkinson sadly died on 4th October 2019, having served as a member of Wetherby Town Council since 1991 and as Mayor of Wetherby from 9th May 1997 to 9th May 2000. At the time of his death, Gerald was also a Ward Member sitting on Leeds City Council and had lived in the Outer North East area of Leeds for over 40 years.

Born and educated in Bradford, Gerald served his National Service in 1952-1954. Following National Service, he pursued a career in the textile trade, moving around the country, eventually settling in Wetherby with his family. With his knowledge of the textile trade, he opened a soft furnishing shop called Goggies in the town, which ran successfully for 12 years.

Gerald's colleagues on Wetherby Town Council paid tribute to him and the work he undertook for the town. Councillor Alan Lamb, who knew Gerald for 25 years said that it had been a privilege to work with him.

"Gerald was a wonderful friend and a terrific councillor for Wetherby. He was a gentleman. We had difficult issues to wrestle with as councillors, but he was always polite and dignified - I don't think I had ever even heard him swear! There is nothing bad to say about him - if every politician were like Gerald, the country would be in a much better state - he was the hardest working councillor I have ever met."



Councillor Wilkinson was instrumental in helping to secure funding for the Town Council's 2018 refurbishment of its playgrounds, providing liaison with Leeds City Council. He is pictured here on the swings at Mason Field in the 1980's and on 13th October 2018.



4. 2019/20 ACTION PLAN – OUTCOME

A significant proportion of the Council's efforts and resources during 2019/20 were diverted to the Yorkshire 2019 Para-Cycling International event on 21st September (see later in report). A number of actions from the 2019/20 plan have been carried forward.

At the meeting on 11th February 2020 it was resolved that a strategic review of all the Town Council's activities should be undertaken with a view to drawing up a business plan using the aspirations in the Neighbourhood Plan as a basis for activities in the next few years. The preparation of the business plan has been hampered by the Coronavirus pandemic.

Key:		
Town Council		√ = Completed
Welcome to Wetherby		O = Ongoing
Administration		N = Not Completed
Community & Events		
Property		

Item	Update	Notes
WTC Newsletter Publication	O	
Newsletter - W2W For Business	O	Multiple communications over Y2019.
Compliance with Transparency Code	O	
Promote Public WIFI	√	Banners displayed. Discussions with Intechology WIFI and Sports Telecomm re. app content.
Repairs to Scaur Bank Playground	√	Expected in next couple of weeks. To be completed before summer holidays.
2019 Civic Service – 12/5/19	√	Completed.
Induct New Councillors	√	Cllrs Maltby, Mulhall and Bradley inducted.
Annual Town Meeting - 23rd May 2019	√	Completed.
Big Toe Land Acquisition	√	Main area of land purchase completed on 9/5/18, Lease with LCC approved at Property Committee on 28/5/20.
Host Privas Work Experience Placement	√	Successful placement completed with Antony Exbrayat
Improvements to Bath House	O	Maddison James Associated (historic buildings specialist) appointed as Project Manager.
Para World Road Race Cycling, 21/9/19	√	Event successfully held.
Online Business Directory	O	Ongoing discussion with Wetherby Business Association.
Employment Review - ELAS	O	Staff Handbook now in final version ready for adoption
Update Cemetery Rules & Regulations	O	Work commenced
Remembrance Sunday	√	Office Administrator verified wreath order requirements.
Paint Church on the Corner (Interior)	N	



Raby Park Access	O	Survey of residents carried out - Jan 2020. Further investigations with LCC required.
Reserves Policy	O	
Structural Survey of Town Hall	O	Survey carried out. 1st draft to be considered at Property Committee on 28/5/20. Roof survey required.
Jubilee Award	√	
Mayoral Christmas Cards	√	
Benches Policy	N	
Review of Banking Arrangements	N	
Budget Preparation & Adoption	√	
Use of Council Facilities Policy	N	
Christmas Window Dressing Competition	√	
Retention of Information Policy	N	
Christmas Market	√	
Apply for Local Council Award Scheme	N	
Exercise Equipment on Scour Bank	O	Deputy Clerk has met with suppliers. Schemes awaited.
Review Risk Assessment	N	Investigate risk assessment software.
2020 Civic Service	√	
Obtain Valuations of Buildings	N	
Preparation for Financial Year End	√	



PLANNING & DEVELOPMENT

The Council's Planning Committee has met 17 times during the 2019/20 Civic Year. It has considered consultations on 104 planning applications and on 19 proposals for works to protected trees.

1. SIGNIFICANT APPLICATIONS

The following represent updates on significant proposals within, or in close proximity to, Wetherby:

17/02594/OT | Outline application for 800 dwellings, primary school, convenience store, Public Open Space and landscaping | Land Off Racecourse Approach Wetherby LS22

On 29th August 2019 Leeds City Council Plans Panel approved an outline planning application by developers, Taylor Wimpey, to build 800 new houses on land adjacent to Racecourse Approach, which forms the first part of a 1,100 houses development.

Wetherby Ward Councillor Alan Lamb, together with local residents, speaking on behalf of the Better Wetherby Partnership, argued that the application was flawed in several areas. Problems highlighted included lack of access to the site from York Road, lack of public transport, concerns about road safety and pressures upon already overstretched local services including health and schools. Of serious concern was the likely impact of increased traffic from the development adding to already major problems of congestion and lack of parking spaces in the Town, with the associated harmful impact on air pollution caused by emissions from these additional vehicles to the health and well-being of local people. Climate change challenges and efforts to reduce carbon in new housing developments were also raised.

However, despite these concerns, a majority of the Panel voted to support a motion that the matter be delegated to the Chief Planning Officer with a directing proviso that no work could commence until outstanding major issues, especially relating to access had been resolved.

These matters have not yet been resolved.

Appeal Land Comprising Field At 439236 449205 Harrogate Road Stockeld North Yorkshire, Outline application for the erection of up to 210 dwellings and associated infrastructure, with access to (but not within) the site considered.

This application was submitted by Stockeld Park and Hallam Land Management in 2017. The application site sits on the North Yorkshire side of the boundary with Wetherby. The Public Inquiry was necessary as Stockeld Park and Hallam appealed against the rejection of their application by Harrogate Planning Committee in September 2019.

Wetherby Town Council had objected to the application at all stages of its determination and was represented at the four hearings by Harrogate Borough Council's Planning Committee. The Council's objections focussed on three main points:

- The application site is located in the green belt between Wetherby and Spofforth which should be retained as a clear divide between the two settlements.
- The application was premature to the outcome of the site allocations process being undertaken by both Harrogate Borough and Leeds City Councils.
- There is great concern about the ability of Wetherby's services and facilities to cope with the additional demand that this development would undoubtedly generate. Whilst the application site is in the Harrogate District it is in such close proximity to Wetherby that it is likely that residents would have used the town's facilities and services such as schools, roads, doctors and shops.



The appeal was heard, in Harrogate Borough Council's Civic Centre, over four days from 17th December 2019. A minibus from Wetherby to Harrogate, organised through the Town Council, ensured that anyone interested in attending was able to do so.

The Town Council was represented through the Better Wetherby Partnership who were designated as a Rule 6 Participant and therefore had a formal role in proceedings.

In dismissing the Appeal, the Inspector upheld the decision made by Harrogate Borough Council to refuse the application and highlighted the following issues (amongst others!):

- The character and appearance of the surrounding area.
- Highway safety and the road network, including whether future occupants of the proposed development would be dependent on private vehicular modes of transport.

The Town Council has expressed its grateful support to the Better Wetherby Partnership for all the hard work of its members in securing this outcome.

19/07106/FU | Erection of petrol filling station with new vehicular access, ancillary shop and food outlet; car wash; electric charge points; air and water lines; ATM; underground fuel tanks | Land Off Privas Way Wetherby LS22 6RN

The Town Council considered this application at its meeting in December 2019. It was agreed that whilst the Town Council is not averse to the principle of another petrol filling station in the town it objects to this particular application on the following grounds:

- The site is outside the current development limits.
- Concerns about highway safety due to the proximity of junctions on Privas Way.
- A retail impact assessment was not carried out to accompany the application.
- The proposals would have had an adverse impact on neighbouring properties.

2. NEIGHBOURHOOD PLAN

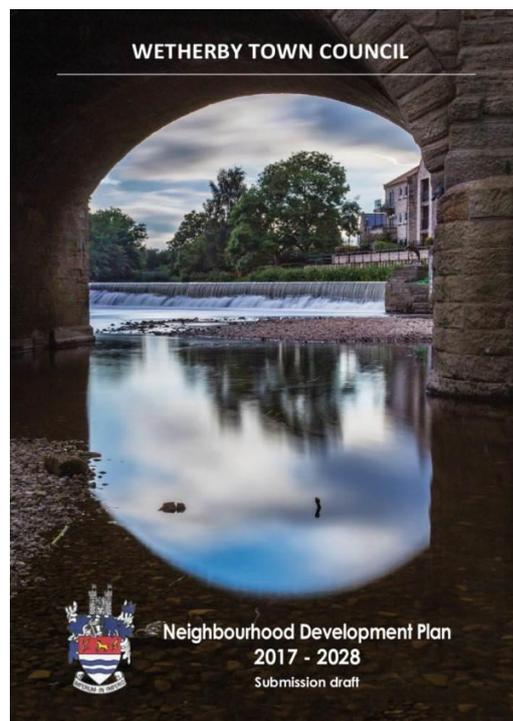
Over the past few years Wetherby Town Council has been working with local community representatives and organisations to draw up a Neighbourhood Plan for the town.

Neighbourhood plans are prepared by local communities and help Leeds City Council to decide on planning applications.

They can also identify local projects which help to improve sustainability.

A referendum was held on 30th January 2020 when it was agreed by 1,973 votes to 281 that the Wetherby Neighbourhood Plan should be used by Leeds City Council to help it decide planning applications in the neighbourhood area. The turnout for the referendum was 24.26%.

The Town Council is intending to use the Neighbourhood Plan as part of a strategic review of all its activities. This will be undertaken with a view to drawing up a business plan using the aspirations in the Neighbourhood Plan as a basis for activities in the next few years.



3. BETTER WETHERBY PARTNERSHIP

The Better Wetherby Partnership is a consortium of local people from a variety of organisations, including Town Council representatives, who contribute to initiatives designed to help make Wetherby and the surrounding villages better for present and future generations. A current focus is the concern about the negative impact on Wetherby and the local environment resulting from large-scale house building.

The Partnership's aim is to ensure that all new developments respect the community-led sense of place currently enjoyed, whilst contributing positively towards the local economy, character and scale of our historic and attractive market town.

It was agreed that to facilitate the outstanding work being carried out by the Partnership, particularly in relation to challenging the Spofforth Hill Planning Inquiry, the Town Council would make a financial contribution of £2,500.



CLIMATE EMERGENCY

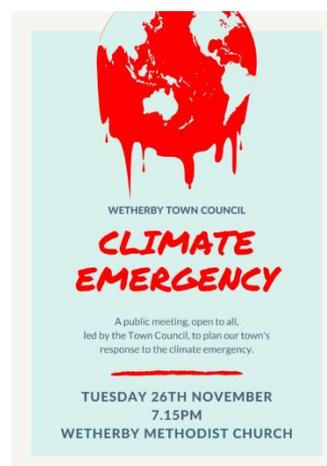
Leeds City has a target to be carbon neutral by 2050 at the latest; something which will require local councils and organisations as well as individuals to work together to reach this target.

With this in mind, Wetherby Town Council unanimously declared a climate emergency at its meeting on 12th November 2020 and set up a new committee as part of its aim to tackle environmental issues in Wetherby. Councillors Chapman, Frame, Hawkins, Mulhall and Payne are members of the group which also has non-Councillor members. The Chair of the Working Group is Councillor Connor Mulhall.

The goal of the Group is to:

- Develop a plan and co-ordinate action for working towards making Wetherby Town Council, and the wider Wetherby community, sustainable and carbon neutral.
- Set targets and measure progress against that goal.
- Work with other organisations towards the same aims in wider or separate areas.

A public meeting was then arranged to kick-start the process of working out how Wetherby can act, and this took place on Tuesday 26th November. Councillor Connor Mulhall explained that the Town Council's objectives to address climate issues are to lead by example, to enable and facilitate other actions within the town and to encourage others to act.



The meeting, attended by 48 members of the public, heard from three key speakers, including Penny Stables who outlined the work of the Boston Spa and Wetherby Area Green Group. Their priority areas to be addressed include protecting and increasing trees, creation of wildlife corridors, making cycling safer and reducing waste (including food waste). Members of the group are working to progress the group's aims.

Ingrid McLaughlin of the Better Wetherby Partnership explained concerns about air quality in Wetherby. Preliminary monitoring exercises being carried out by members of the Partnership already indicate levels of nitrogen dioxide within the town which could be harmful to children. The group is currently working towards more extensive air quality monitoring, whilst considering how air pollution can be reduced through improved public transport, cycleways, and improved home insulation.

A report from Mark Barrow, who has been monitoring the health of the River Wharfe for several decades, revealed shocking levels of pollution in the river caused by the discharge of raw sewage and the presence of large amounts of plastics. Increased phosphate levels have a detrimental effect on wildlife, and ultimately affect the biodiversity of the wider environment. Representation to Leeds City Council has led to the matter being referred to the relevant Scrutiny Panel which has the power to call in such authorities as the Environment Agency.

As a starting point for a Climate Emergency Action Plan, Wetherby Town Council has identified several areas for action, including carrying out an environmental impact assessment for all decisions it makes; auditing the Town Hall's energy performance and replacing Town Hall lights with LED bulbs as and when they need changing.

The steps taken so far by Wetherby Town Council were outlined and a further 25 suggested actions were put forward by those in attendance.



These ideas were incorporated into an action plan which is now being monitored and implemented by the Council's Climate Emergency Working Group. Suggestions in the action plan include possible changes to improve the energy efficiency of the council's buildings, implementing tree planting schemes or holding eco-events.

Actions have been divided into the following categories:

- Actions identified by the Town Council.
- Eco-initiatives.
- Educating and informing the public.
- Energy efficiency.
- Planning.
- Recycling.
- Roads and transport.
- Schools.
- Trees, planting and wildlife.
- Miscellaneous.



YORKSHIRE 2019 PARA-CYCLING INTERNATIONAL – 21ST SEPTEMBER 2019

A selection of the world's finest para-cyclists headed for Wetherby on Saturday 21st September 2019 as they took part in the ground-breaking Yorkshire 2019 Para-Cycling International event which saw riders from every Paralympic road classification do battle on Yorkshire's roads.

The event saw 26 races all being held on the same day, taking in three start locations including Wetherby, with all the races heading through the town on their way to the finish line in Harrogate.

The event marked the very first time para-cycling races had taken place alongside the UCI Road World Championships, which followed in Harrogate from the following day, Sunday 22 September, to 29 September.

With race starts in Wetherby, Tadcaster and Beverley, the Yorkshire 2019 Para-Cycling International featured men's and women's time trial races across all four para-cycling classifications, with riders travelling through Wetherby from 1.30pm in the afternoon.



Wetherby was delighted to welcome top British riders to its start line, including Leeds-based Paralympian David Stone MBE. Of the field that came through Wetherby, the start list featured Britain's most successful ever female Paralympian Dame Sarah Storey, Paralympic medallists Adam Duggleby MBE and Stephen Bate MBE, along with Ireland's Katie-George Dunlevy and accompanying pilot Eve McCrystal, who won gold and silver medals at the recent world championships.

The route through Wetherby took in Wighill Lane, Rudgate, York Road, North Street, High Street, Market Place, Westgate and Spofforth Hill, with the focal point being the Wetherby start location on Market Place.

A range of activities were organised by Wetherby Town Council and Leeds City Council taking place throughout the day to support the race action. Starting at 10am, there were music performances and entertainment at the Horsefair Centre, while the Market Place saw all those racers starting in Wetherby being introduced as they signed on before taking to the start line and waved off by the Mayor, Councillor Galan Moss.





A big screen in the Market Place relayed all the action from the races live, while a family fun and sports zone ran with a fairground in the One Stop Centre carpark off Westgate. Free activities included a British Cycling junior activity, wheelchair and mini-tennis; Boccia; adapted table tennis, physical activity information stalls and information on Open Country as well as being the location for the UK Sport cheer station.



Event Guide

Saturday 21st September



What's on:

Music & Entertainment
at the Horsefair Centre
10:00am Collingham Band
12:30pm Daytones Harmony Chorus
2.15pm Elysian Singers
3.15pm Rock Choir

Fairground
Open all day, off Westgate
10 - 11am Quiet hour
with no lights or music

Family Fun & Sports
10:00am - 4:00pm at the Sportszone
near the Fairground off Westgate

- British Cycling Junior Activity
- Wheelchair and Mini Tennis
- Boccia
- Adapted Table Tennis
- Physical Activity Information Stalls
- Open Country
- UK Sport Cheer Station

Market Place Fanzone with Big Screen, live race coverage



Race Information

- 12:00pm Beverley race starts
- 1:00pm - 2.30pm Athletes warm-up at Wetherby High School
- 1:35pm First cyclists come through town
- 2:00pm Tadcaster race starts
- 2:00pm - 3.00pm Athletes sign on at the Market Place stage.
- 3:00pm Start of the 41km C1-3 Women's Race
- 3:05pm Start of the 28km T1-2 Men and Women's Race
- 3:10pm Start of the 41km H1-2 Men's and H1-4 Women's Race

Artisan Market
Open all day, off Church Street



For more information visit www.yorkshire2019.co.uk
You can even use our free wifi service!





The Council was delighted to have been a part of such a successful and prominent event for the Town.



CHALLENGES

The Town Council has experienced several challenges over the past year including long-term staff absence, unplanned for events of international significance and natural disasters. Most recently the Council has responded to the challenges presented by the Covid-19 pandemic.

1. FLOODING AT SCAUR BANK

At the time of writing the 2019 annual report the Council was working to repair the Scaur Bank playground after floods in March 2019.

After allowing the site to dry out works were required to some of the foundations of the newly installed equipment as the floods had caused settlement issues. Discussions and site visits took place with the equipment manufacturer to determine what works were required and who was responsible for carrying them out.

After completion of the works the site could then be cleaned down and the bark safety surfacing replaced.

The site was finally re-opened to the public on 19th July.

Then this happened.....



The site was flooded again, twice, over the weekends of 9th and 23rd February 2020.

Information from the Met Office records that February 2020 was the UK's wettest February on record in a series dating back to 1862. Overall, the UK had 209.1mm of rain which is 237% of the average for February.

Levels of rainfall was more than twice the average across wide areas of all regions. Some areas, including West Yorkshire, recorded more than three times the average.

The Scaur Bank playground remains closed at the time of writing this report. Although the site has dried out, social distancing requirements have made it difficult to arrange the necessary remedial works.

2. CORONAVIRUS / COVID-19 PANDEMIC

On 31 December 2019, Chinese authorities notified the World Health Organisation (WHO) of an outbreak of pneumonia in Wuhan City, which was later classified as a new disease: COVID-19. The first confirmed cases were recorded in the UK on 29th January and since then gradually then suddenly, the government has implemented unprecedented restrictions on the public in order to halt the spread of the virus.

These restrictions have had a major impact on the work of the Town Council which met on 19th March 2020 to agree a risk assessment and business continuity plan. The Council's response to the challenges posed by Coronavirus has included:

- Closing the Town Hall.
- Hosting 'essential' traders on the weekly Thursday market; the egg, greengrocer, bread and grocery stalls only.



- Enabling socially distanced funerals at the cemetery.
- Facilitating home working for administration staff.
- Allowing staff to take leave to facilitate voluntary self-isolation.
- Providing job security for those members of staff who have been unable to undertake their usual roles.
- Putting the Council's playgrounds and adult exercise equipment out of use but carrying out routine maintenance on its other parks and gardens to facilitate permitted exercise.
- Moving to 'virtual' meetings using Zoom.us technology.



Screenshot taken from online Town Council meeting held on 12th May 2020.



WELCOME TO WETHERBY

The 2019/20 year has seen significant changes to the membership of the Group.

Members are now:

- Councillor Dean Buckle
- Simon Donkin
- Councillor Norma Harrington
- Councillor Victor Hawkins (Chair)
- Ian Leadley – representing the Old Men’s Parliament.
- Councillor Connor Mulhall
- Councillor Tom Smith
- Claire Stubbs

The Council give grateful thanks to all those who have contributed to the Group and looks forward to the next phase of its work.

The main focus for the Welcome to Wetherby group during 2019/20 was the Yorkshire 2019 event on 21st September.

After the Christmas Window Dressing Competition, the group began working on an event to celebrate and commemorate the 75th anniversary of VE Day over the early May Bank Holiday in 2020. Unfortunately, these plans had to be postponed due to the Coronavirus outbreak. It is currently planned that an event in May 2021 may incorporate the proposals for VE Day 75, combined with a celebration of the lifting of coronavirus restrictions.

1. LOGO

The changes in Welcome to Wetherby’s membership provided an exciting opportunity for the group to refresh, re-brand and build on the excellent work already undertaken. A new logo marked the start of this new chapter in the team’s work.



Preliminary ideas were considered at a group meeting, when it was agreed that the bridge, as an iconic Wetherby structure, should feature in the new logo.

Quotations for developing the new logo were sought and a local firm of graphic designers, FDB Design, was appointed.

The project was put in the capable hands of St.John Batty who says that:

“At FDB Design we were delighted to be considered for such a fantastic project.

I am fortunate enough to both live and work in such a beautiful part of Yorkshire and cross the bridge into Wetherby on an almost daily basis.

With this in mind, we set about creating various styles and colours of the bridge including the two smaller arches. We also wanted to incorporate the War Memorial Angel as we felt this too was a really important feature which should be included and it fell perfectly into place as the Y at the end of Wetherby.

We wanted the design to reflect the prestigious and vibrant feel of the town and are proud to have been involved.”

The race was then on to get the final design approved so that it could be included on the infrastructure for the Yorkshire 2019 Para-Cycling International Races coming to town.

Images were supplied to Yorkshire 2019 and Leeds City Council in the nick of time and the new logo featured on the big screen, starting gantry and on the route side barriers.



2. CHRISTMAS WINDOW DRESSING COMPETITION

The 7th year of its Christmas Window Dressing Competition was hailed as a runaway success with over 11,000 people across the globe seeing what the town's wonderful independent businesses had to offer during this important trading period.

A record-equalling 28 businesses entered the competition, helped by a desire to win the £800 worth of advertising prizes that the sponsors put up. The range of entrants included a pleasing mix of town-centre retailers, service providers and a strong Deighton Gates contingent from the wider Wetherby area.

2019 saw the introduction of a new 'Public's Choice' category with photos of each entry being displayed on Welcome to Wetherby's Facebook page (@WelcomeToWetherby). After a week of judging, the album of photos had reached 11,099 people with 1,942 votes being cast through 'likes' on photos and in person at Wetherby Town Hall.

The winning retailer, with a whopping 534 likes was Touchwood, a family run business on the High Street which aims to meet the town's DIY and home requirements.

Proprietor Richard Gomersall was delighted that Touchwood won this new category, commenting that:

"Members of our staff manage our social media accounts and they kept reporting back to me that our window was getting more and more likes! The figure just kept going up!

Winning the Public's Choice *and* Junior Judges' Awards is a fabulous reward for the business and our team of staff who put the festive window together. We really appreciate this recognition but were just happy to take part in a competition which helps to promote the town's businesses."



The Welcome to Wetherby Special Award was given to The Decorating Centre on Ainsty Road for their window which embraced an eco-friendly theme.

Alison Beaumont from The Decorating Centre encouraged people to vote for their window:

"Our Elves have been busy up-cycling pallets and gathering pinecones to make a display that embraces the ethos of the environmentally responsible products stocked in store."

The Decorating Centre's ethos resonated with Welcome to Wetherby which, as part of Wetherby Town Council has recently declared a climate emergency, and also with members of the public who liked the fact that "beautiful windows don't have to cost the earth."



JUBILEE AWARD

The Council's annual Jubilee Award recognises the achievements of outstanding young people in Wetherby, who are under 20 years of age and who have made an impact, whether nationally, regionally or locally. The award was established in 2012 for the Queen's Diamond Jubilee and can be awarded jointly to a maximum of three special young persons.

5 year old Isabel Bennett was chosen as the youngest ever winner of the Town Council's Jubilee Award in December 2019.

Isabel was nominated by a family friend who said: "Isabel is just 5 years old and off her own bat wanted to do a coffee morning to raise funds for charity. Her cousin died as a baby of a childhood cancer condition. Isabel saw Macmillan's coffee morning appeal and had her own idea to raise money for her cousin's charity, which raised over £300!! She is a bright and caring little girl and deserves to be recognised."



Runner-up, Louisa Jacobs, was nominated by her teacher at St. Joseph's Catholic Primary School:

"The main reason why I want to nominate Louisa is that she donated

her hair to the Princess Trust which makes wigs for children undergoing cancer treatment. Louisa absolutely hates the hairdresser and getting her hair cut and had the most beautiful long red hair. She decided she wanted to raise money for cancer and so took on the challenge and faced her fear to help other people, very inspiring when she was only 5 at the time. She truly is a delight and deserves to be recognised for her kindness and determination to help others at such a young age."

As Isabel's family is closely connected to Wetherby Town Council, with both her Mum and Grandma serving as Councillors, the anonymised nominations were sent to an independent panel of judges. Isabel was chosen as a worthy winner for holding an event which involved so many people in helping to raise money for Macmillan.

Isabel's mother, Samantha Bennett, commented that she was so proud of her daughter who: "Had helped to arrange all the details of the coffee morning. She invited lots of people that she knows and helped with the raffle and refreshments. It was a great event which really helped all our family with the grieving process."



OTHER POINTS OF INTEREST

It is invariably difficult to try to encompass all the work undertaken by the Council and its committees during the course of a year within the confines of one report.

The following are other points of interest which have occurred during the 2019/20 Civic Year:

- The Town Council has worked with local representatives of West Yorkshire Police to try to reinvigorate the Wetherby Ward Police And Communities Together (PACT) meetings. A new format was trialled, starting at the Town Council meeting on 11th June when a presentation on preventing holiday crime was received.

Although the new format generated additional interest, it was decided that to give the important issues the time and attention they deserve, standalone PACT meetings should be held. These started on 7th January 2020. The Town Council continues to receive crime statistics each month and is represented at each PACT meeting.

- The Town Council took part in a 'litter summit' convened by Councillor Lamb on 25th July 2019 to discuss issues of concern around the appearance of the town centre. Stakeholders including representatives from Leeds City Council, Wetherby Town Council and Wetherby in Bloom attended to discuss current issues and possible solutions.

Since then the Town Council has increased its budget for 2020/21 to provide sufficient funding for an additional member of staff who would have a maintenance focus. The budget may be reallocated if necessary, e.g. it may prove more efficient to contract out street-cleaning, or to pay Leeds City Council to carry out additional works.

- In June 2019, the Town Council welcomed French undergraduate Antony Exbrayat from Wetherby's twin town of Privas for a month-long work experience placement. Antony spent time in the Council's parks and gardens with the Town Handyman and also working in the Town Hall offices. Speaking at the start of his placement, Antony said:

"I am hoping to gain many things from this journey. First of all, I am happy to participate in the maintenance of the links between our two towns. Furthermore, I am here to discover the British culture, the customs, the work environment etc..."

It is always interesting to see how things happen in a foreign country.

Above all, what I wanted to do was improve my level of English and there is no better way to do that than a total immersion."



- The Town Council has been working with Ward Councillors, local residents, the Friends of Sandringham Park and Leeds City Council on proposals to reduce anti-social behaviour in Sandringham Park. Temporary CCTV, paid for by the Ward Councillors, has now been installed. Leeds City Council is planning maintenance works to their playground which is sited within the park.

- The Town Council has continued its program to improve its governance affairs. The following is an excerpt from the interim report from its new Internal Auditor – [Angle Community Development Services](#):

"I have been very impressed with Wetherby Town Council and its approach to its governance and financial management. My assessment has found a Council that is being very well managed day to day by an excellent Clerk who is clearly striving for and indeed achieving very high standards in their approach to managing the Council's governance and finance. That high level of day to day management was evident both in relation to the Town Council and the Town Hall charity."



FINANCIAL STATEMENTS FOR THE YEAR TO 31ST MARCH 2020

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020

2019 £		2020 £
Operating Income		
264,667	Administration	278,724
2	Property	0
941	Town Hall	0
25,320	Cemetery	33,074
591	Welcome to Wetherby	1,596
3,184	Paths Partnership	4,108
161,284	Planning & Development	30,085
29,603	Markets	27,884
92,229	Reimbursements	13,828
577,822	Total Income	389,299

Running Costs		
21,641	Administration	20,539
56,643	Property	53,962
134,524	Personnel	143,290
59,232	Town Hall	58,291
12,874	Cemetery	18,340
830	Welcome to Wetherby	2,114
250	Christmas Lights	0
2,315	Civic & Events	3,489
1,315	Paths Partnership	2,160
368	Planning & Development	4,164
27,098	Markets	24,725
250	Twinning	250
193,677	Reimbursements	22,456
511,014	Total Expenditure	353,779

General Fund Analysis		
92,023	Opening Balance	78,079
577,822	Plus: Income for Year	389,299
511,014	Less: Expenditure for Year	353,779
80,751	Transfers to / from Reserves	26,292
78,079	Closing Balance c/f	87,307

- Full copies of the Council's financial information for the 2019/20 financial year are available on request.
- 'Reimbursements' refers to income or expenditure which has no net effect on the Council's revenue budget.



BALANCE SHEET AS AT 31ST MARCH 2020

2019 £		2020 £
Current Assets		
423	Debtors	596
3,017	VAT Control a/c	4,237
324	Prepayments	545
119,674	Unity Trust Current Bank a/c	38,986
157,831	Unity Trust Savings Bank a/c	258,551
140	Petty Cash	102
0	Accruals	1,855
335	Pensions	0
281,444	Total Assets	304,873

Current Liabilities		
11,113	Creditors	1,298
3,593	Accruals	0
2,257	PAYE & NI	2,609
965	Town Hall VAT	965
16,963	Total Liabilities	4,872

197,674	Total Assets Less Current Liabilities	300,001
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Represented By:		
78,079	General Reserves	87,307
34,542	EM Res – Capital Fund (Cemetery Lodge)	34,542
17,132	EM Res – Neighbourhood Plan	13,486
1,765	EM Res – Welcome to Wetherby	1,765
5,600	EM Res – Replacement Van	6,100
21,480	EM Res - Property	21,480
5,400	EM Res – Election Fees	3,536
500	EM Res - Furniture	500
90	EM Res – Replacement Computers	90
975	EM Res – Youth Voice	975
97,548	EM Res – CIL Funds	127,633
948	EM Res – Civic Regalia	948
0	EM Res – Welcome to Wetherby (Bag Sales)	147
424	EM Res – Welcome to Wetherby (book sales)	804
0	EM Res – Defibrillator	200
0	EM Res – Civic Donations	490
264,481		300,001

*EM Res = Ear Marked Reserves

The above statement represents fairly the financial position of the authority as at 31st March 2020 and reflects its income and expenditure during the year.

Signed: (Chairman)

Date:

Signed: (Responsible Financial Officer)

Date:



NOTES TO THE FINANCIAL STATEMENTS

1. SECTION 137 PAYMENTS

Section 137 of the Local Government Act enables local councils to spend up to the product of £8.12 per head of electorate for the benefit of the people in the area on activities or projects not specifically authorised by other legal powers.

Payments made under this power, in the 2018/19 financial year, were:

<u>Payee</u>	<u>Description</u>	<u>£</u>
British Legion Poppy Appeal	Donation	60.00

2. BORROWINGS

At the balance sheet date, a loan of £169,925 was outstanding to the Public Works Loan Board.

3. LEASES

At the end of the year the following leases were in operation:

<u>Lessor</u>	<u>Annual Lease Payable</u>	<u>Expiry</u>
Montwhelan Ltd – York Road Depot	£12,000	2020

4. OUTSTANDING DEBTS

At the end of the year debts of £596 were outstanding and due to the Council as follows:

<u>Debtor</u>	<u>Detail</u>	<u>Amount (£)</u>
Leeds City Council	Ward Councillors' Contribution to Y2019	312.77
St. James' PCC	Church on the Corner – 4 th Quarter Rent	283.25

5. RELATED PARTIES

Wetherby Town Council holds trusteeship of Wetherby Town Hall and pays a monthly amount of £3,300 (£39,600 per annum) to the Town Hall.

This is to cover rent of the Council's offices of £4,100 per annum and a grant of £35,500 for services and repairs to the Town Hall.

All Councillors of the Town Council, as a whole, act as Trustees of the Town Hall.

A separate bank account and receipts and payments book is maintained for the Town Hall.

During the 2016/17 financial year the Town Council and Trustees of Wetherby Town Hall instructed that a review of the administrative arrangements of the Town Hall, and the Council's involvement therein, be carried out. This review is ongoing as at 31st March 2020.

6. DEVIL'S TOENAIL BIKE SKILLS PROJECT

As at 31st March 2020 the Town Council had incurred £28,049.39 of expenditure relating to the construction of the Devil's Toenail bike skills area.

Funding for the project has been secured from Sport England (£32,000) and Leeds City Council (£5,000). Claims to Sport England are submitted in arrears and as such, project costs to date have been taken from the Council's general reserves. The impact of this project is reflected in the reduced level of funds held at the end of the 2019/20 financial year. These will be restored upon receipt of the grant funding during the 2020/21 financial year.

7. ACCOUNTING POLICY

The accounts and financial statements have been prepared in accordance with Governance and Accountability for Local Councils - A Practitioners Guide (2019 edition).



FUNDS ANALYSIS FOR THE YEAR TO 31ST MARCH 2020

*EM Res = Ear Marked Reserves (funds set aside for a particular purpose).	Funds Brought Forward 1 st April 2019 £	Receipts in the Year £	Amount used in the year. £	Funds Carried Forward 31 st March 2020 £	Transaction Detail
General Reserves	78,079			87,307	Will increase once grant funding for Devil's Toenail is received from Sport England.
EM Res – Capital Fund (Cemetery Lodge) ¹	34,542			34,542	
EM Res – Neighbourhood Plan	17,132		3,645.54	13,486	Refers to costs incurred during the 2019/20 financial year, including those associated with the Neighbourhood Plan referendum. Also includes £2,500 donation to the Better Wetherby Partnership.
EM Res – Welcome to Wetherby ²	1,765			1,765	
EM Res – Replacement Van	5,600	500		6,100	Increased by amount included in 2019/20 budget.
EM Res – Property	21,480			21,480	
EM Res – Election Fees	5,400		1,864.23	3,536	Balance of cost of 2019 elections. Agreed at Budgets Committee meeting on 22/1/20.
EM Res – Furniture	500			500	
EM Res – Replacement Computers	90			90	

¹ The Capital Fund relates to the sale of Cemetery Lodge (Sexton House). This fund is shown separately as capital money and will be administered in accordance with the Capital Receipts Regulations 2003.

The fund was reduced by £20,000 in December 2013 and by a further £20,000 in October 2014.

The funds carried forward at 31st March 2017 include reimbursement of the transaction in October 2014 from the Council's general reserves, with consideration to be given as to whether to also reimburse the December 2013 transaction.

² Renamed from Jubilee Fund at end of 2016/17 financial year. Used to hold money generated by the group, through activities such as bag packing and event surpluses, to fund future activities.



EM Res – Youth Voice ³	975			975	
EM Res – CIL Funds	97,548	30,085.02		127,633	See separate CIL report. Ear-marked in accordance with minute reference 184-18.
EM Res – Civic Regalia ⁴	948			948	
EM Res – W2W Bag Sales⁵	0	146.66		147	Sales of bags during the 2019/20 financial year.
EM Res – W2W Book Sales ⁶	424	380.00		424	Sales of books during 2019/20 financial year.
EM Res – Defibrillator⁷	0	200.00		200	Earmarking agreed at 2020 Annual Town Council meeting. All future budget underspends to also be earmarked to provide a fund for the future replacement of defibrillator or other associated future costs.
EM Res – Civic Donations	0	489.65		490	To be paid over to Wetherby Sports Association in 2020/21 financial year.

³ Renamed from Youth Council at end of 2016/17 financial year.

⁴ Created to ring-fence Mayor's Allowance underspend from the 2017/18 so that it can be used to improve the Council's civic regalia in future.

⁵ Created to ring-fence proceeds from sales of Welcome to Wetherby bags. Will be used to fund purchase of new items in due course. See minute reference from 2020 Annual Town Council meeting.

⁶ Created to ring-fence proceeds from sales of Walking in Wetherby booklets. Will be used to fund re-print in due course. See minute reference 127-18c.

⁷ Wetherby Town Council agreed to take over ownership, and responsibility for associated costs, of the public access defibrillator located on the side of the Town Hall at its meeting on 10th April 2018 (minute ref. 73-18). The asset reference is STF1. £200 is allocated in each annual budget to cover future costs, with the underspend automatically ear-marked.



OUTTURN AGAINST BUDGET BY COST CENTRE

Cost Centre		Actual Year to Date	Current Annual Budget	Variance Annual Total	% of Budget Used
Administration	Expenditure	20,539	22,958	-2,419	89.5
	Income	278,724	278,291	+434	100.2
Property	Expenditure	53,962	67,394	-13,432	80.1
	Income	0	1,020	-1,020	0
Personnel	Expenditure	143,290	142,048	+1,241	100.9
	Income				
Town Hall	Expenditure	58,291	58,300	-9	100
	Income				
Cemetery	Expenditure	18,340	18,705	-364	98.1
	Income	33,074	28,065	+5,009	117.8
Welcome to Wetherby	Expenditure	2,114	500	+1,614	422.7
	Income	1,596	0	+1,596	
Civic & Events	Expenditure	3,489	3,135	+354	111.3
	Income				
Paths Partnership	Expenditure	2,160	0		
	Income	4,108	0		
Planning & Development	Expenditure	4,164	3,700	+464	112.5
	Income	30,085	0		
Markets	Expenditure	24,725	26,911	-2,186	91.9
	Income	27,884	32,162	-4,278	86.7
Twinning	Expenditure	250	250		100
	Income				
Reimbursements	Expenditure	22,456	0		
	Income	13,828	0		
TOTALS	Expenditure	353,779	343,901	+9,878	103.2
	Income	389,299	339,537	+49,761	114.7
Net Income over Expenditure		35,520	4,364	+39,884	

Overall, the Town Council finished the year £39,883 under-budget, however it is important to understand the detail behind this position which is given in the accompanying notes overleaf.



NOTES TO ACCOMPANY OUTTURN AGAINST BUDGET

1. ADMINISTRATION

Several, minor fluctuations contributed to this cost-centre finishing the year under-budget.

These included:

- £433 of additional bank interest being received. This is generated by the high level of CIL funding currently held by the Town Council. Bank charges were also higher due to an increase in the cost of processing cash transactions.
- £496 of unspent funds on computer costs. Although a mid-year virement was made to facilitate the purchase of a new computer for the Clerk, this wasn't completed due to the move to home working as a result of Coronavirus.
- Audit costs were reduced due to a change in Internal Auditor.
- There were additional advertising costs incurred due to undertaking a consultation on the provision of swings at Nidd Approach and launching the town wi-fi service.

2. PROPERTY

This cost centre finished the year significantly under-budget having only used 80.1% of budgeted funds for the following reasons:

- There was a £692 saving on waste removal. Due to long-term staff absence less work was carried out in the Council's green spaces, thereby generating less waste.
- Only 7.8% of the budget for playground maintenance was used, leaving £922 unused. This is because the majority of the Council's play equipment is relatively new having only been installed in 2018. The cost of remedial works required as a result of the flooding at Scaur Bank was claimed back through insurance.
- Quotations for planned tree works came in under budget and so only £2,375 of a £6,000 budget was used.
- Planned pest control works to tackle chafer bugs at Sandringham Park was not required, saving the Council £1,398.

The cost of covering long-term staff absence (£3,740) were covered by the Property cost-centre's contingency budget.

3. PERSONNEL

No additional notes as the cost-centre finished the year having incurred 100.9% of budgeted expenditure.

4. TOWN HALL

No further notes as the cost-centre finished the year having incurred 100% of incurred expenditure.

5. CEMETERY

Income and expenditure on items such as gravedigging and interment fees are outside of the control of the Council.

During the 2019/20 financial year receipts from the cemetery were, for the first time split into 5 categories (which had previously been three) to give a better understanding of where income is generated from. The information from 2019/20 will be used to inform the figures used in budgets from 2021/22 onwards.

A number of virements were made during the 2019/20 financial year to reallocate budget funding to cover the cost of purchasing a new lawnmower for use in the cemetery



(£7,950). Only £2,460 had originally been included and were to be earmarked to start a fund to use for the purchase of a new machine in due course. The demise of the existing machine hastened this requirement and the budget was adjusted accordingly used from savings elsewhere.

Electricity usage at the cemetery increased significantly to £199 during the 2019/20 financial year, from £719 in 2018/19. This remains to be investigated.

6. WELCOME TO WETHERBY

Performance against the budget for this cost-centre can appear skewed due to special events such as the Yorkshire 2019 Para-Cycling International event on 21st September which incurred £1,221 of expenditure, although the unbudgeted costs to the Council of putting on the event were only £625.53.

Welcome to Wetherby's core budget was £500 in the 2019/20 financial year. It finished the year having incurred £759 of expenditure. £250 of unplanned expenditure was incurred on the production of a new logo.

7. CIVIC & EVENTS

This cost-centre finished the year over-budget due to two civic services having been held in one financial year. This meant that £1,303 was spent on this nominal code, when only £600 was budgeted for. This will even out in future years.

8. PATHS PARTNERSHIP

The cost of routine maintenance works to public rights of way in the Wetherby area are covered by a grant from Leeds City Council but carried out under the 'P3' agreement by the Town Council's contractor.

The grant from Leeds City Council exceeds the cost of the works. The Town Council is to give consideration as to how to use the underspend (£1,948) at the 2020 Annual Town Council meeting.

9. PLANNING & DEVELOPMENT

Costs incurred in relation to the preparation, inspection, referendum on and adoption of the Neighbourhood Plan (£1,146) were not budgeted for, but it has been agreed that funds will be taken from earmarked reserves allocated to this purpose.

10. MARKETS

Both income and expenditure were below budgeted amounts for this cost-centre.

Income from tolls from the weekly Thursday market were lower than expected for several reasons:

- There were several markets cancelled / poorly attended due to adverse weather during the winter.
- There are several vacant pitches on the market as it becomes increasingly difficult to recruit and retain stallholders.
- There were several absences due to coronavirus which affected the last few markets of the financial year. The final market on 26th March 2020 was an 'essentials only' market, attended by three traders.

Expenditure related to the market was also lower than expected as a planned marketing campaign didn't take place but will be undertaken in the next financial year.



11. TWINNING

No additional notes as the cost-centre finished the year having incurred 100% of budgeted expenditure due to making a single donation to Wetherby Twinning Association.

12. REIMBURSEMENTS

This cost centre relates to items which are outside of the Council's normal revenue budget.

Items are processed through this cost-centre so that they do not skew the Council's normal planned income and expenditure.

Examples of items included during the 2019/20 financial year include:

- VAT reclaimed on behalf of Wetherby Town Hall and then paid over to the Trustees.
- Remedial works to the Scaur Bank playground which are to be reclaimed from the Town Council's insurance company.
- The cost of providing coaches to relevant planning meetings at principal authorities which will be recovered from the Ward Councillors.
- The cost of ongoing works for phase 3 of the Devil's Toenail project.



COMMUNITY INFRASTRUCTURE LEVY ANNUAL REPORT 2019/20

	£	£
Total CIL receipts brought forward from previous years.		97,547.56
Total CIL receipts in year.	30,085.02	
Total CIL expenditure in year.		0.00
Summary of CIL expenditure in year.		
Total CIL receipts in year, retained at the end of the year.		30,085.02
Total CIL receipts from previous years retained at the end of the year. <i>(Including receipts subject to a notice but not yet paid.)</i>		97,547.56
Total CIL receipts carried forward to next year.		127,632.58

Receipts subject to notices served in accordance with Regulation 59E

Total CIL receipts subject to notices served in accordance with regulation 59E during the year.		0.00
Total CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the year.		0.00



SMALL GRANTS SCHEME

Each year, Wetherby Town Council allocates a small amount of funding to be distributed as grants to local not-for-profit, charitable or voluntary organisations. In 2019/20 the Council had up to £1,000 for distribution on a first come, first served basis.

The following grants were given during the 2019/20 financial year:

1. £250 – WETHERBY ARTS FESTIVAL

A grant in support of the 2019 Festival held from 11th to 20th October 2019. The funds were used to assist with the costs of promoting the event (printing, postage, design work and banners).

The Town Council considers the Festival to be one of the key events in the Wetherby calendar and so this award is one of the two largest that is made each year.

2. £39.95 – OPEN COUNTRY

Open Country have 5 tandem cycling clubs which support people with disabilities to access the countryside and enjoy the wide range of health benefits of experiencing Yorkshire's beautiful landscapes.

The Council's grant of £39.95 was used to purchase a set of new rear lights for the Wetherby tandem cycling club.



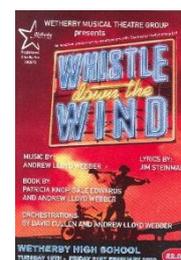
3. £50 – ST. JAMES' CHURCH, 'MAN WITH A PAN'

The 'Man with a Pan' initiative was organised in response to needs identified by Age UK and comprised of a 6 week cookery course for vulnerable, isolated older men who may live alone or care for someone. The course focussed on basic cooking skills, healthy eating, budget cooking and nutritional meals.

Feedback after the course was positive; the course had filled quickly, with a waiting list. A diverse group of participants gelled well and formed good interpersonal relationships as the course progressed. Funding from the Co-op Community Fund has given the possibility of continuing the course in 2021 with even wider community outreach.

4. £100 – WETHERBY MUSICAL THEATRE GROUP

An application was received to assist with the production costs of the Group's production of their musical "Whistle Down the Wind". The production was chosen because the cast involves a significant number of young people from the age of 8 to 18 years. The Theatre Group was delighted that all the children who took part, apart from one, come from the Wetherby area.



5. £100 – WETHERBY PARKRUN

This grant was given to support the weekly event, run by volunteers, with the cost of storing their equipment at Wetherby Sports Association.

