



# WETHERBY TOWN COUNCIL MINUTES OF THE WELCOME TO WETHERBY COMMITTEE MEETING

**Date:** Tuesday 13<sup>th</sup> February 2024  
**Time:** 3.30pm  
**Location:** Micklethwaite Room, Wetherby Town Hall, Market Place, Wetherby, LS22 6NE.

**Present:** Councillor Ager–Mills  
Councillor Buckle (Chair)  
Councillor Harrington  
Councillor Lavocah  
Councillor Smith

**In attendance:** Iona Taylor, Clerk  
Rowann Fitzpatrick, Assistant Clerk  
Helena Briden, Communications and Events Officer

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## MINUTES

1. **New Councillor**  
New Councillor and Committee member, Councillor Elaine Smith, was welcomed to the meeting.
2. **Apologies** – None.  
*Local Government Act 1972, s 85 (3)*  
*\*The Clerk joined the meeting at 3:33pm\**
3. **Declarations of interests and requests for dispensations** – None.  
*Localism Act 2011, s 31*  
*Members' Code of Conduct, para. 13-18, 19-20*
4. **Public participation** – None.  
*Public bodies (Admission to Meetings) Act 1960, s 1 (3)*
5. **Minutes.**  
*Local Government Act 1972, Sch 12, para. 41(1)*  
It was **AGREED** that the minutes of the Welcome to Wetherby meeting held on *Tuesday 9th January 2024*, and to be approved at Full Council on *Tuesday 13th February 2024*, be accepted.
6. **Matters arising from the last meeting.**
  - 6.1. **Business surveys.**  
It was **NOTED** that, as per the recommendation sent to the Markets Committee from the Communications Committee on *Tuesday 23rd January 2024*, that the Markets survey will be taking precedence. The Business surveys will be on hold while the Markets survey proceeds.  
  
The recommendation outlined that the Markets survey will capture data from three angles: from members of the public, from local businesses, and from Wetherby market traders.  
  
While most surveys will be completed online, councillors were asked if they could provide in-person aid to members of the public who wish to fill in a paper-based survey as part of their councillor surgery duties.

**7. 80<sup>th</sup> Anniversary of D-Day.**

*Local Government Act 1972, Section 144*

Councillor Ager-Mills confirmed that she had received new quotations for Skylights to use as part of the 80<sup>th</sup> anniversary of D-Day. Quotations to be shared with committee members post-meeting.

It was raised by Councillor Ager-Mills that there may be training or regulations to consider, in order to ensure the sky lights are safely operated. Clerk to check that the Town Hall meets all the requirements and safety regulations to ensure the Town Council would be covered if staff operated the skylights.

The Communications and Events Officer confirmed she will be meeting with a representative of the Royal British Legion to discuss how we can support them with their provisions for the 80<sup>th</sup> Anniversary of D-Day.

**8. Bonfire Night.**

*Local Government Act 1972, Section 144*

The Communications and Events Officer updated the committee on the provision of the Funfair and Fireworks Event which replaced the 2023 Bonfire Night.

Of note is that Leeds City Council Parks and Countryside raised concerns at the event finishing past 9pm. Committee members commented that events have run past 9pm previously. Councillor Harrington to work with the Communications and Events Officer to consult with Leeds City Council Parks and Countryside on this issue.

It was **AGREED** that the Communications and Events Officer should check the cancellation costs involved, in the event that the Funfair and Fireworks Festival is unable to progress.

It was **NOTED** that Leeds City Council SAG has marked the event as a medium risk event due to the expected attendee numbers.

**9. 200<sup>th</sup> Anniversary of the sale of Wetherby.**

*Local Government Act 1972, Section 144*

The Communications and Events Officer has continued to meet with the civic society and attend Wetherby 200 meetings to discuss the 200<sup>th</sup> Anniversary of the sale of Wetherby event. It was raised that a projector could be bought for approx. £2,200 used to project relevant imagery onto the Town Hall as part of the event. Each custom slide to project different images costs a couple of hundred pounds.

It was **NOTED** that the idea was well received by members of the civic society and Wetherby 200 meeting members. It was **AGREED** that the Communications and Events Officer will consider image options for projection slides, confirm costs and funding options.

Councillor Smith raised that she would like to start a 'Knit and Knatter' group in the Town Hall with the aim to create knitted poppies and decorations to exhibit outside the Town Hall as part of the November remembrance commemorations.

Councillor Smith to arrange room hire with the Wetherby Town Hall.

**10. Items for information.**

**10.1. Better Wetherby January Newsletter 2024.**

The correspondence from Better Wetherby's January 2024 newsletter was **RECEIVED** and **NOTED**.

**10.2. Wetherby Maps.**

It was **NOTED** that new town maps have been printed at £35 per map and are in the process of being installed around Wetherby. The Town Councils Grounds Maintenance contractor has been requested to help with installation of some of these maps, where map stands require more than one person to safely install.

The changes to the map that have been raised by the public, including the clarity of access into Wilderness Car Park and the second one-way access into Wetherby Morrisons Car Park were **RECEIVED** and **NOTED** by the committee.

The printing of the new leaflets is on hold until information on the Parking consultation has been received.

**11. Next meeting.**

The next meeting of Welcome to Wetherby was confirmed to take place on *Tuesday 12th March 2024* at 3:30pm in Wetherby Town Hall.

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*The meeting closed at 4:18pm.*

*These minutes were recorded and prepared by Rowann Fitzpatrick, Assistant Clerk.*