



# WETHERBY TOWN COUNCIL PROPERTY COMMITTEE MEETING MINUTES

**Date:** Monday 4th March 2024  
**Time:** 5:30 pm  
**Location:** Bramham Room, Wetherby Town Hall, Market Place, Wetherby, LS22 6LP  
**Present:** Councillor Bradley  
Councillor Chapman  
Councillor Moss  
Councillor Mulhall (Chair and Deputy Mayor)  
Councillor O'Byrne (*From 5:33pm*)  
Councillor Payne (Mayor)  
**In attendance:** Iona Taylor, Clerk  
Rowann Fitzpatrick, Assistant Clerk

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## MINUTES

1. **Apologies.**  
*Local Government Act 1972, s 85 (3)*  
It was **RESOLVED** that apologies be received, and reasons for absence accepted, from Councillor Frame.
2. **Declarations of interests and requests for dispensations** – None.  
*Localism Act 2011, s31*  
*Members' Code of Conduct, para. 13-18, 19-20*
3. **Public participation** – None.  
*Public bodies (Admission to Meetings) Act 1960, s 1 (3)*
4. **Minutes.**  
*Local Government Act 1972, Sch 12, para. 41 (1)*  
It was **RESOLVED** that the minutes of the last Property Committee meeting, held on the *Monday 5th February 2024*, be approved.
5. **Matters arising from the last meeting.**
  - 5.1 **Sandringham Park Playground.**  
It was NOTED that the preferred supplier has been contacted to begin final amendments to the proposal.  
  
The Clerk has identified several funding opportunities, including public donation from local businesses and a number of grant applications. However, even if all identified sources of funding are successfully applied for and received, it was **NOTED** that there would still be a deficit of £4,546 to consider.  
  
\*Councillor O'Byrne joined the meeting at 5:33pm\*

**6. Facilities report.**

The Committee were updated on the management of Wetherby Town Council's property as recorded in the PPM tracker.

Notable mentions include:

**6.1 Bridgefoot Gardens**

The Council's grounds Maintenance Contractor quoted £246 + VAT to repair the potholes in Bridgefoot Gardens.

Following a discussion, it was **APPROVED** to proceed with the repair.

**6.2 Scaur Bank.**

It was **NOTED** that the corroded railings in Scaur Bank have now been removed to concerns to the safety of the public.

**6.3 Mason Field.**

It was advised by an arboriculturist that there is evidence of root lifting on the tree 281. A minor crown reduction was advised to reduce leaning of the tree and avoid felling.

**6.4 Sandringham Park.**

It was **NOTED** that some issues with the adult exercise equipment at Sandringham Park have been raised with the clerk. Supplier of the equipment will need to have a look at it to offer solutions.

**6.5 Millenium Field.**

Waiting on better weather and ground conditions to repair and maintain the paths.

**6.6 Nidd Approach.**

An approximate quotation of £1,300 was received by the committee for the removal and repair of the rotted wooden fencing at the front of the site. It was **NOTED** that this fencing should last around 15 years.

**6.7 Devils Toenail.**

Wetherby Bike Trail Representatives identified that the track condition at the Devils Toenail Bike track has rotted and requires resurfacing. It was estimated that 2-3 loads of 40-60 tons of material would be required to resurface the entire track. The Clerk has requested the cost of materials however it is expected to cost close to £5,000.

**7. Walton Road Tree Planting Scheme.**

It was **NOTED** that trees are provisionally arranged to be planted along Walton Road on *Sunday 10th March 2024*. Residents local to the planting scheme have been sent letters informing them of the scheme.

**8. Annual Playground Inspections.**

It was received and noted that the annual external inspection of the Council's playgrounds, skate park, and adult exercise equipment and bike facilities will take place on *Thursday 7th March 2024* by Wicksteed Leisure Ltd at a cost of £574.

## 9. Wetherby Cemetery.

### 9.1 Cemetery gate.

Committee members were informed that substantial damaged to the Cemetery gate and walls had been caused by a vehicle collision. This includes both gates being buckled, cracks along the wall, and, as advised by a local resident, damage to the wall on a neighbouring property. The gate has been made safe for the time being.

The committee discussed whether to claim through the driver's insurance or the council's property's insurance. It was noted that this would be a very expensive and time-consuming repair. The committee **RESOLVED** to defer its decision until after a full report of damage is completed and checked by an external specialist.

### 9.2 Cemetery bollards.

A quotation of £12,000 + VAT was received for the implementation of bollards in the cemetery. It was **AGREED** to progress as the site is currently unsecured.

It was raised whether this cost could be reimbursed by insurance as the need for bollards to make the area secure was identified during the recent vehicle collision with the Cemetery gates. Clerk to enquire.

### 9.3 Cemetery boundary hedge.

The committee received a proposal for the installation of a fence and re-hedging of the cemetery boundary hedges to reduce trespass via unauthorised cut-throughs. The estimated cost is £1,127.50 + VAT.

It was proposed by Councillor Mulhall, seconded by Councillor Chapman, to proceed with the option to install 18 metres of 1.8-metre-high fencing along the entire border.

### 9.4 Cemetery fees.

As proposed by Councillor Mulhall and seconded by Councillor Moss, it was **AGREED** that the provision of Cemetery fees be increased by 4% from the 2023/2024 charges.

## 10. Date of additional meeting.

Following a discussion, it was **APPROVED** for an additional Property Committee meeting to take place on *Monday 8th April 2024* at 5:30pm in Wetherby Town Hall.

## 11. Items for information.

### 11.1 Request from Wetherby Sports Association.

A request from the Wetherby Sports Association was received requesting the use of the old paving flags currently stored behind the workshop in the Cemetery.

It was **AGREED** that permission could be given subject to the Sports Association removing the paving flags themselves.

## 12. Next meeting.

The next meeting of the Property Committee will take place on *Monday 8th April 2024* at 5:30pm in the Wetherby Town Hall.

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*The meeting closed at 6:02pm.*

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