WETHERBY TOWN COUNCIL
MINUTES OF THE COMMUNITY INFRASTRUCTURE LEVY (CIL) COMMITTEE MEETING

Date: **Tuesday 29th September 2026.**
Time: **4.30 pm**
Location: **Court Room, Wetherby Town Hall, Market Place, Wetherby, LS22 6NE.**

Present:
Councillor Harrington
Councillor Mulhall
Councillor O'Byrne (Chair)
Councillor Carr
Councillor Riddell
Councillor Smith

In attendance:
Assistant Clerk
Facilities Officer
Two representatives of Living Potential Care Farm *(one in attendance online)*

MINUTES

1. Apologies
Local Government Act 1972, s 85 (3)
It was **RESOLVED** that apologies be received, and reasons for absence accepted, from Councillor Coates

2. Declarations of interests and requests for dispensations – None.
Localism Act 2011, s 31
Members' Code of Conduct, para. 13-18, 19-20
Councillor Mulhall, Carr and Smith declared a non-pecuniary interest in Item 9, due to their representation on the Town Hall Committee.

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)
The minutes of the CIL Committee meeting held on *Monday 9th June 2026,* as approved by Full Council on *Tuesday 8th September 2026,* were **RECEIVED**.

5. Matters arising from the last meeting – None.

6. CIL funds balance.
An up-to-date balance of CIL funds held by Wetherby Town Council was **RECEIVED**.
It was **NOTED** that the current balance is £1,248,676.12, and that these funds will be moved to a high interest account with the aim that interest generated will be invested back into the Community.

7. Use of CIL funds.
All original funds that needed spending within five years have now been spent on completed projects. New projects are being identified for newly received and incoming funds.

8. CIL Funding Application – Application to increase the accessibility within, and to, Living Potential's Community Garden Space.

An application and a Management and Sustainability Plan from Living Potential Care Farm was circulated to the Committee. A presentation, outlining the project, how funds will be used, the estimated benefit to Wetherby, and the longevity and sustainability of the project was given by representatives of Living Potential Care Farm.

It was **NOTED** that the funds would be used towards the site's infrastructure to improve accessibility and conditions so that more external groups and associations can take part in workshops and visit the site. Improvements included new terracing, widened accessible drop off area and service, and a new accessible entrance with accessible toilets.

The application requested £63,461.00 and had acquired significant match funding. Works are expected to increase the number of participants and visitors to the site and widen the demographics who can use their facilities. The project is estimated to benefit up to 20,000 Wetherby residents over a 15-year project span.

The Committee queried the project's planning considerations and project sustainability. It was confirmed by the applicant that no planning permission was required for the works proposed and that Living Potential have a plan to become self-sustaining over the next few years, in part, through the increased accessibility works which will open further income streams to them.

Delivery timescales are weather dependant, but initial works could be completed as early as November 2026.

The Committee requested that the applicant consider the installation of a Changing Places Toilet as part of their plans to better improve accessibility to the site.

It was **RESOLVED** that in accordance with Section 1(2) of the public bodies (admission to meetings) Act 1960 as amended – because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted – to exclude members of press and public for the remainder of item 8.

Living Potential representatives left the meeting at 5:10pm.

Following a discussion, it was **RESOLVED** to make a recommendation to Full Council to award £63,461.00 to Living Potential Care Farm, and that delegated authority be given to the Town Clerk to make payments in instalments as necessary.

Living Potential representatives re-joined the meeting at 5:20pm.

9. CIL Funding Application – Wetherby Town Hall CIO.

An application from Wetherby Town Hall CIO was **RECEIVED** by Committee.
The application requested up to £3,000 towards new equipment to improve the buildings' facilities and ability to cater to a wider range of community uses, including a new clearer projector and screen. Additional match-funding is being sought for additional furniture and modular stage that that the Town Hall is better equipped to support the needs of the community.

It was **NOTED** that the Town Hall CIO is a charity and does not aim to make a profit but is working to become a self-sustaining community building.

It was **RESOVLED** to make a recommendation to Full Council to award up to £3,000 of CIL monies toward this project.

10. Items for information

10.1 Highways Impact Survey – The committee received correspondence from Leeds City Council's CIL Team clarifying the use of CIL Funds. It was **NOTED** that under current interpretation of CIL regulations, that the previously proposed Highways Impact Survey project would not comply with CIL criteria for expenditure.

10.2 CIL Policy and application – It was **NOTED** that a new webpage for the CIL application form has been created and will go live shortly. Promotional materials are being prepared to advertise and inform on the use of CIL funds.

11. Date of next CIL Committee meeting.

The date of the next meeting of the CIL Committee was confirmed as being held on *Tuesday 12th January 2027.*

The meeting closed at 5:30pm.
These minutes were recorded and prepared by the Assistant Clerk.