WETHERBY TOWN COUNCIL

The Town Hall, Market Place, Wetherby, LS22 6NE
Tel: 01937-583584
E-mail: admin@wetherby.co.uk
wetherbytowncouncil.gov.uk

Dear Councillors,

You are hereby summoned to attend the next meeting of the Town Council which will be held **at 7pm**

on Tuesday 13th October 2026 in The Court Room,

The Town Hall, Market Place, Wetherby, LS22 6NE,

for the purposes of determining the agenda items listed below.

Yours sincerely

Dianne Rickaby (Mrs.)
Town Clerk.

7th October 2026.

AGENDA

Mayor to open the meeting at 7pm

Housekeeping - *All Councillors and members of the public are asked to ensure that mobile phones are switched off before the start of the meeting. Fire evacuation areas will be identified.*

113 26-27 **Questions or comments from members of the public.**
Not later than 7.15pm.

114 26-27 **Reports from Ward Councillors.**

a) **Councillor Alan Lamb**

b) **Councillor Norma Harrington**

c) **Councillor Penny Stables**

115 26-27 **To receive any declarations of interest and consider requests for dispensations**

116 26-27 **To receive apologies and approve reasons for absence**

117 26-27 **Town Council Minutes**
To approve the minutes of the Town Council meeting held on 8th September 2026.
(circulated)

118 26-27 **Mayor's update –** To receive a verbal update on any civic engagements attended or Mayoral matters.
(For information only).

119 26-27 **Town Clerk's update report –** Town Clerk to verbally advise of any matters arising outside of the committees for Councils information.
(For information only).

120 26-27 **Mayor's Safer Community Fund – CCTV**
To note funding criteria for the Mayor's Safer Communities Fund and receive recommendations from the Town Clerk. To consider applying for funds to supply new CCTV Cameras on Wetherby Town Hall.
(Paper to follow).

121 26-27 **Events Committee – Committee membership.**
To agree councillor representation on the Events Committee. One space available to be filled.

122 26-27 **Community Safety Response.**
To receive and consider a report from Councillor Mulhall for the establishment of a Community Response Plan (CRP) to enable rapid response emergencies, natural disasters or man-made incidents that affect the community.
(Paper circulated) – Report to follow.

123 26-27 **Financial Matters, reports and updates**

a) **List of Payments (WTC)**
To consider and approve a list of payments reviewed at the Budgets & Governance meeting prior to this meeting for the period between the *10th September 2026 to 13th October 2026*.
(Paper circulated)

b) **List of payments (Town Hall CIO)**
To consider and approve the list of payments reviewed at the Budgets & Governance meeting prior to this meeting for the period between the *10th September 2026 to 13th October 2026*.
(Paper circulated)

c) **Grant Application – Christmas Lights Team**
To consider a grant application received from the volunteer group 'Wetherby Christmas Lights Team' towards the upkeep, maintenance, and purchase of Christmas Lights in Wetherby. Requested amount of £1,000.
(Paper circulated).

d) **Budget Preparation Workshop.**
To agree a date for a workshop to commence the budget preparation for the 2027-28 year.

124 26-27 **Budgets & Governance Committee**

To receive the notes of the inquorate Budgets & Governance Committee meeting held on the 8th September 2026.
(Paper circulated).

125 26-27 **Staffing Committee**

Minutes of the Staffing Committee meeting held on the 15th September 2026, to be approved by committee members and received by the Council.
(Paper circulated).

126 26-27 **Staffing Report**

To receive a staffing report on the Council's Staffing Review and to accept and approve recommendations from the Staffing Committee.
(Paper circulated).

127 26-27 **Planning Committee**

a) **Planning Committee – 21st July 2026**
To receive the minutes of the Planning Committee meeting held on the 21st July 2026, as approved by committee members at the Planning Committee held on the 13th October 2026.
(Paper circulated).

b) **Planning Committee – 15th September 2026**
To receive the minutes of the Planning Committee meeting held on the 15th September 2026, as approved by committee members at the Planning Committee held on the 13th October 2026.
(Paper circulated).

c) **25/02220/EIAMAJ - Moto Wetherby Motorway Service Area**
To receive and consider amendments to application: 25/02220/EIAMAJ - for the Construction of a HGV and eHGV parking extension to the existing Motorway Service Area (MSA), comprising of charging bays and ancillary equipment, a primary substation, a new access route from the existing MSA, landscaping and associated works.
Members are directed to: https://publicaccess.northyorks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SYOCVJLTH0C00

128 26-27 **Property Committee**

a) **Property Committee – 28th July 2026.**
To receive the minutes of the Property Committee meeting held on the *28th July 2026*, as approved by committee members on the 29th September 2026.
(Paper circulated).

b) **Property Committee – 29th September 2026.**
Minutes of the Property Committee meeting held on the 29th September 2026, to be approved by committee members and received by the Council.
(Paper to follow).

129 26-27 Community Infrastructure Levy (CIL) Committee

a) CIL Minutes – 29th September
Minutes of the Community Infrastructure Levy (CIL) Committee held on 29th September 2026, to be approved by committee members and received by the council.
(Paper circulated).

b) CIL Application - Living Potential Care Farm.
To receive and consider the CIL Committee's recommendation to award £63,461.00 to Living Potential Care Farm for works to increase accessibility within, and to, the Community Garden.
(Paper Circulated).

c) CIL Application – Wetherby Town Hall CIO
To receive and consider the CIL Committee's recommendation to award up to £3000 to Wetherby Town Hall CIO for equipment to improve community use of the Town Hall.
(Paper Circulated).

130 26-27 Town Hall Management Committee - Minutes of the Town Hall Management Committee held on 29th September 2026, to be approved by committee members and received by the Council.
(Paper circulated).

131 26-27 Events Committee – Minutes of the Events Committee meeting, held on the 15th September, to be approved by committee members and received by the council.
(Paper circulated).

132 26-27 Police Matters – Council to receive updates on:

a) Police matters.

b) PACT information - *September 2026*
(Paper to follow).

133 26-27 Highways – To receive any information on future highway works that were not circulated previously to members.

134 26-27 Correspondence – for information only

a) Wetherby & District Foodbank - Summer Quarter Update
To receive and note.
(Paper circulated).

135 26-27 Next meeting to be held on the 10th November 2026.
Items for consideration at the next meeting to be sent the Town Clerk by the 3rd November 2026.

All Councillors and members of the public are asked to ensure that mobile phones are switched off before the start of the meeting.

Councilors must declare any interest on specific agenda items and these interests will be noted in the minutes. They must disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. They must also declare any other significant interests which they wish to declare in public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol and code of practice for the use of recordings by third parties is available from the Town Clerk.