

**Town Clerk  
Mrs G Bell**

Tel No 01757 708449

E-Mail: [g.bell@selbytowncouncil.gov.uk](mailto:g.bell@selbytowncouncil.gov.uk)



Selby Town Council,  
The Town Hall,  
York Street  
Selby YO8 4AJ  
Tel: 01757 708449  
Email:  
[admin@selbytowncouncil.gov.uk](mailto:admin@selbytowncouncil.gov.uk)

1 December 2020

Dear Councillor

### **Land and Property Committee**

You are hereby summoned to attend the meeting of Land and Property Committee which has been arranged to be held on line on **Monday 7 December 2020**, commencing at 7.00pm.

**LOG IN – This is a Teams meeting and an invite has been sent to you.**

Yours sincerely

Gill Bell  
Town Clerk

To Councillors M Dyson, W Nichols, G Harding, S Shaw-Wright, M Davis, I Lawton,  
Mrs M Fagan, K Franks and F Matthews

**All Councillors for information.**

---

### **AGENDA**

**LP31 APOLOGIES FOR ABSENCE**

## LP32 DISCLOSURE OF INTERESTS

### LP33 MINUTES

**LP33.1** To **receive** the minutes of a meeting of the Land and Property Committee held on 7 September 2020. To **note** these minutes have been approved at September Council (Pages 6 to 9 attached).

**LP33.2** To **receive** updates from the minutes of the last meeting

#### Beekeepers Association

To **note** the Apiary is now complete and ready to be opened to members of the public.

#### Organic Waste

To **note** works are scheduled to start on this project week commencing 30/11/20

#### Play areas

To **note** the resource team continue to make small to medium repairs as a result of wood rot to timber structures.

Following a play area inspection on 30-11-20, the wood rot to some of the timber play equipment has become significantly worse and that 5 wooden beams will need replacing in the very near future. Any piece of equipment which is deemed to be unsafe will be removed immediately.

#### Lightning Conductor

To **note** the Clerk has contacted a company who specialises in erecting Lightning Conductors. A reply is awaited.

#### Allotments

To **note** the camera was sited in October and early indications suggest that it is proving a deterrent to ASB AND FLYTIPPING.

Another update will be realised for the next L&P

To **note** the Resource Manager has provided a cost of £4,640 to the Finance Manager for budget setting purposes, for further drainage improvements at Stonebridge allotments.

### LP34 COUNCIL POLICIES

To **note** there are no policies to be reviewed by Land & Property Committee:

## LP35 TOWN HALL

### LP35.1 Gardens

To **note** that Groundwork had started the works to the front garden before having to stop due to the 2<sup>nd</sup> lockdown.

### LP35.2 Quinquennial Survey

To **receive and consider** a draft schedule of works and specification for the Town Hall windows. (Pages 10 to 26 attached).

### LP35.3 Noticeboards

To **note** it is hoped the new noticeboards will be installed before the Christmas close down.

## LP36 CEMETERY

### LP36.1 War Memorial

To **consider** an application received from a relative of a soldier from Selby who was killed in WW1 seeking permission from the Town Council to install a war memorial onto the wall adjacent to the war grave section. (Pages 27 to 32 attached).

**LP 36.2** The Resource Manager has included an approximate cost for the re-siting of the 3 containers from the cemetery to the farm field as stated below;

- Heavy plant machinery to lift and move the containers £645.00
- To create 3 x substantial concrete bases for the above £2,300.00
- Total **£2,945.00**

Further considerations;

- The concrete bases should be installed 1month prior to the containers being re-sited, in dry weather.
- All containers must be fully emptied before transportation, this work would start early morning and is envisaged to take all day for the cemetery resource team. Once each container is moved then it will be refilled again.

## **LP37 CEMETERY CHAPELS**

To **note** that due to the current pandemic there has been no further work with this project.

## **LP38 1811 BUILDING**

### **LP38.1 Selby & District Foodbank**

To **note** that the lease is being drawn up by Crombie Wilkinson.

### **LP38.2 Heating System**

The heating system continues to be problematic, the Resource Manager and Caretakers have tried different settings to try and regulate the temperature to all rooms.

The main problems are;

- Two of the downstairs radiators get very hot even though the thermostatic valves are turned to frost settings, this is not ideal with all the food being stored there for the foodbank.
- The heating system seems to be 'all or nothing' with the upstairs being cooler than the downstairs.
- The heating and water controls are complex, when the college had the building the system was controlled remotely, however, no written instructions or manuals were given to the council after the handover, in fact very little was given in the way manuals etc regarding anything to do with utilities and alarms.

The Resource Manager will continue to alter settings to try and establish a more balanced temperature throughout the entire building, failing that, it may be beneficial to get a heating engineer to evaluate the heating system.

### **LP38.3 Boiler House**

To **receive** the report from the Resource Manager (Page 33 attached).

## **LP39 ALLOTMENTS**

To **note** that the Administration Officer has completed the initial visits to all sites. There a few minor issues to be dealt with and several allotments ready to be let.

## **LP40 BONDGATE COMMUNITY WOODLAND**

To **note** a request to site the mining wheel on the woodland has been sent to the Chair and Vice Chair of the Community Trust.

## **LP41 COMMUNITY POND**

To **note** a provisional start date has been scheduled for the week commencing 7<sup>th</sup> December 2020 subject to ground and weather conditions as well as any current lockdown restrictions.

## **LP42 PLAYAREAS**

To **note** that after consultation with Selby Disability Forum, the Chair and Clerk approved, using delegated powers, appointing Sutcliffe Play at a cost of £31,282.06 + VAT. The works to provisionally begin week commencing 4<sup>th</sup> January 2021.

## **LP43 TRAINING**

To **note** as soon as a start date is available for the horticultural courses the resource team will be asked if they would like to attend.

## **LP44 PRIVATE SESSION**

## **LP45 Cemetery**

To **receive** the report from the Resource Manager **and** a letter from a concerned resident (Pages 34 to 36 attached).

## **LP46 DATE OF FUTURE MEETINGS**

Monday 21 December 2020	Council Special Budget Meeting
Monday 18 January 2021	Finance & Staffing Committee
Monday 25 January 2021	Council
Monday 22 February 2021	Council
Monday 1 March 2021	Land & Property Committee
Monday 8 March 2021	Town Hall Management Committee
Monday 29 March 2021	Council