

## **MINUTES OF THE PROCEEDINGS OF SELBY TOWN COUNCIL MEETING HELD ON MONDAY 28 FEBRUARY 2022 HELD AT THE TOWN HALL**

**PRESENT:** Cllrs M Dyson (Chair), S Shaw-Wright, K Arthur, M Davis, S Andrew, G Lockley, F Matthews, J Proud and I Lawton

### **151 PUBLIC QUESTIONS**

There were no members of the public present.

### **152 APOLOGIES FOR ABSENCE**

Cllrs. M Fagan, J Shaw-Wright, K Franks, W Nichols, S Dunkley and C Laskey

### **153 DISCLOSURE OF INTEREST**

Cllr Matthews, Davis and Proud declared a non-pecuniary interest in Item 163.2 Planning Application 2022/0099/FULM.

### **154 MINUTES OF LAST MEETINGS**

154.1 The minutes of the meeting of the Town Council held on 31 January 2022 were considered.

Item 134.3 - Cllr Arthur updated that the works to the swing bridge had been postponed until 22 March 2022.

Item 134.4 - Cllr Matthews noted that 2 amendments to the wording in the Land and Property minutes had been approved. The Clerk clarified that these amendments had been made.

Item 141 - Cllr Davis updated that following the last meeting it had been agreed that in order not to hold up the grant application process herself, Cllr Lockley and the Clerk would meet on 8 April 2022 to trial the evaluation process and bring back suggestions to the policy to a later meeting.

#### **RESOLVED: That**

- i) the minutes of the Town Council Meeting held on 31 January 2022 were approved as a correct record**
- ii) Cllr Arthur's update on the ByPass Bridge be noted**
- iii) Cllrs Davis and Lockley and the Clerk meet to trial the Grants Evaluation process and bring back findings to a later meeting**

154.2 The minutes of the Finance and Staffing Meeting held on 7 February 2022 were considered and the recommendations to Council were considered.

It was approved to move recommendation v. FS45 to Private Session.

**RESOLVED: That**

- i) **The Minutes of the Finance and Staffing Meeting held on 7 February 2022 were approved as a correct record; and**
- ii) **The following Recommendations to Council were approved;**
  - a. **FS35.1 That the CCLA Dividend for 2021/22 of £3,923.65 be invested with the balance of the 12mth Term Deposit account**
  - b. **FS35.2 That the funds from the closed 6mth and 12mth Term Deposit accounts be moved into a savings account with Unity Trust Bank**
  - c. **FS36 The Finance Manager and Clerk, in agreement with the Chair and Chair of Finance and Staffing, to choose the best option based on costs and convenience**
  - d. **FS37 That the credit limit to the Corporate Multi Pay Card be increased to £2,000**

**155 CORRESPONDENCE RECEIVED**

Consideration was given to a request from Selby District Vision. Due to Covid-19 restrictions, the charity had been unable to use all the grant awarded in 2021 as planned and requested to be able to put the remaining funds towards a trip out for their clients.

**RESOLVED: That the request be approved.**

**156 ACCOUNTS**

156.1 A folder containing all payments made since the last Town Council meeting had been available to view by appointment at the Town Hall. The RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 – 31 January 2022 were considered.

The following payments made by the Clerk using delegated powers since the last meeting of Council for over £1,000 to be noted.

South Yorkshire Mowers - £1,020.00 – Mower Service  
Christmas Plus - £2,119.33 – Dismantle Christmas Display  
RLN Music - £1,843.66 – Act Fee

Cllr Matthews queried the removal of a base at Westbourne Allotments. The Clerk clarified that payment had been requested from the previous tenant and a response was awaited.

Cllr Shaw-Wright was concerned that an on-going Attachment of Earnings (AoE) was costing the Town Council both time and money due to the additional administration. It was agreed to consider a policy for managing future AoE's.

Cllr Shaw-Wright asked why the van repairs were carried out at a service depot outside the area. The Clerk will provide an update at the next meeting.

**RESOLVED: That**

- i) **The list of payments made between 1-31 January 2022 in the sum of £ 45,582.85, the credit card payments made in the sum of £ 983.69 and the petty cash payments in the sum of £73.44 be approved**
- ii) **The Clerk provide an update on the van repairs at the next meeting**
- ii) **The abovementioned accounts paid under delegated authority by the Clerk be approved.**

156.2 The balance at the Unity Trust Bank on 31 January 2022 was £1,111,391.31 (general funds £873,450.82 from deposit accounts £237,940.49) and the value of the funds on term deposit were:

- £112,363.13 (Bid Market Valuation as of 31 January 2022, Mid-Market Valuation £114,134.01) with Churches, Charities and Local Authorities (CCLA) Property Fund

**RESOLVED: that the Balance at Unity Bank and funds on long term deposit be noted.**

156.3 The virement to transfer funds from the Market Budget to the Staffing Budget for February 2022 for £5.27 was considered.

<b>Virements – Market Waste Budget £1,300</b>		
Details 2021/22	Cost £	Balance against Budget
Balance B/Fwd		£ 822.61
February	£ 5.27	
Balance		£ 817.34

**RESOLVED: that the virement to transfer funds from the Market Budget to the Staffing Budget for February 2022 for £5.27 be approved.**

156.4 It was noted that there was no virement to transfer funds from the Wedding Budget to the Staffing Budget for February 2022.

<b>Virements – Wedding Budget £1,800</b>		
Details 2021/22	Cost £	Balance against Budget
Balance B/Fwd		£1,492.86
February	Nil	
Balance		£1,492.86

## **157 SELBY NEIGHBOURHOOD PLAN UPDATE**

There were no further updates.

## **158 TRAINING**

There were no further updates.

## **159 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)**

There were no further updates.

## **160 BIG LOCAL**

Cllr Davis updated that the Big Local were putting together a new plan for the next 3 years.

**RESOLVED: that Cllr Davis's update be noted.**

## **161 POLICIES TO BE REVIEWED**

There were no policies to be reviewed.

## **162 ONGOING ITEMS – CLERK UPDATE**

### **162.1 Events –**

Fun Day – 19 June 2022 – Planning started for a full event – a Fun Day committee meeting has been arranged for 21 March 2022

Food & Drink Festival – 23 July 2022 – Planning underway

Beer Festival – 20 July 2022 – Planning started for the first Beer Festival since 2019.

Bonfire and Fireworks Display – 5 November 2022 – Initial planning underway

Cemetery Remembrance – 11 November 2022 – No updates

Remembrance Sunday – 13 November 2022 – No updates

Christmas Lights Switch-On – 3 December 2022 – Planning underway

### **162.2 Town Hall – No further updates**

### **162.3 Town Hall – Arts Centre – The trailer for the film, Flux Gourmet, that was part shot at the Town Hall last summer has now been released.**

### **162.4 Town Hall – Office – No further updates**

### **162.5 Cemetery – The Un-Paid Workforce have now started working in the Cemetery at the weekend and are helping the team edge the paths and clear the weeds.**

- 162.6 Longmann Hills Farmhouse – The heating problem has now been resolved at the Farmhouse.
- 162.7 Market – The Maternity cover Market / Events Manager has resigned and will finish on the 19 March 2022. The Market / Events Manager will start back from Maternity leave mid-May 2022.
- 162.8 Play Areas – No further updates.
- 162.9 Allotments – All payments have been received and agreements returned. There are only a very small number of available plots at the sites and it is hoped that these will be let by the end of March. Allotment inspection visits will re-commence in March.
- 162.10 Website – The Clerk continues to update the information on the website
- 162.11 Street Furniture – No further updates.
- 162.12 1811 Building – A couple of loose tiles were noted by the Caretaker and these have now been secured and visual check carried out of the remainder.
- 162.13 Highways – No further updates. Cllr Matthews raised concerns that a utility company had returned to dig up the paths again and that the pathways had been left in a disgrace. The Clerk was asked to write to NYCC expressing concern that there was no advance notification of these works happening causing disruption to residents. It was also agreed to include in the letter concern that the drains were not being cleared regularly. Almost all street corners off Doncaster Road had flooding after rainfall.

**RESOLVED That:**

- i. the Clerks updates on the above be noted
- ii. The Clerk writes to NYCC raising concerns on the abovementioned points.

**163 PLANNING CONSULTATION RESPONSES**

- 163.1 Planning Consultations dealt with under delegated authority since the last meeting of Council were considered.

**RESOLVED: that Planning Consultations dealt with under delegated authority since the last meeting of Council were approved.**

- 163.2 The Planning Application 2022/0099/FULM, for the demolition of existing buildings and structures, erection of a new vehicular bridge, proposed residential development with associated landscaping and infrastructure on Land off, Meadway, Selby was considered.

It was agreed to invite the developer to a meeting to give a presentation of the development.

**RESOLVED: that the Town Council invite the developer to a future meeting.**

#### **164 COUNCIL VACANCIES**

It was noted that it had been agreed at the last meeting to roll over the vacancies to the elections in May.

**RESOLVED: That as an Election was to be held in May, no co-options be made at this time.**

#### **165 PRIVATE SESSION**

**In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and press will be excluded from the meeting for the discussion of the following exempt business.**

##### **154.2 Item v. FS45 – Longman Hills Farmhouse**

An email from No.1 Letting was considered and the Clerk provided an update on the new problem with the heating system.

**RESOLVED: That Clerk writes back to the tenant requesting further information regarding increased electricity costs.**

#### **166 SALARIES AND OVERTIME**

It was noted that the February 2022 Schedule of Salary Payments would be made available for Cllr M Davis for checking and authorising.

**RESOLVED: That Cllr Davis be authorised to check and authorise the Salaries for February 2022.**

#### **167 STAFF SALARY INCREASE**

Council considered entering a local agreement with Unison to implement the proposed 2021/22 pay offer at the earliest opportunity.

**RESOLVED: That an agreement would be made with Unison to implement the proposed 2021/22 pay increase in March 2022 be approved.**

## **168 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS**

<b>Monday 7 March 2022</b>	<b>Land &amp; Property Committee</b>
<b>Monday 14 March 2022</b>	<b>Town Hall Management Committee</b>
<b>Monday 21 March 2022</b>	<b>Health, Safety and Welfare W. Group</b>
<b>Monday 28 March 2022</b>	<b>Council</b>
<b>Monday 11 April 2022</b>	<b>Special Council Grants Meeting</b>
<b>Monday 25 April 2022</b>	<b>Council</b>
<b>Monday 16 May 2022</b>	<b>Finance &amp; Staffing Committee</b>
<b>Monday 23 May 2022</b>	<b>Annual Council, Town and Council</b>