

**Town Clerk
Mrs G Bell**

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19 July 2022

Dear Councillor

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

Town Council Meeting - Monday 25 JULY 2022

You are hereby summoned to attend the meeting of the meeting of the Town Council which has been arranged for **MONDAY 25 JULY 2022, at the TOWN HALL, YORK STREET, SELBY.**

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting.

Recording at Council Meetings: Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to: - (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Town Council's Recording of Meetings Policy. Anyone wishing to record must contact the Town Clerk prior to the start of the meeting. Any recording must be conducted openly and not in secret.

Yours sincerely

Clerk to the Council

To: All Town Councillors

AGENDA

54 PUBLIC QUESTIONS

55 APOLOGIES FOR ABSCENCE

56 DISCLOSURE OF INTEREST

57 MINUTES OF LAST MEETING

57.1 To **confirm** as a correct record the minutes of the meeting of Council, held on the 27 June 2022. (Pages 6 to 13 attached).

57.2 To **consider** and **approve** the recommendations from the Finance & Staffing Committee meeting held on 18 July 2022 (Pages 14 to 16 attached).

RECOMMENDATION TO COUNCIL THAT:

1. **FS21.2**
 - i. **50% of the funds held in the Unity Trust Bank instant access saver be invested in a 12 month Lloyds Bank Fixed Term Deposit, and**
 - ii. **The remaining 50% be held in the Unity Trust Bank instant access saver until further investigations are complete in to Gatehouse Bank.**
2. **FS23.1**
 - i. **The Accounts Procedure be approved with the above amendments, and**
 - ii. **The Review date be agreed at July 2025**

58 To **receive** the presentation on the current application and proposals for Stage 1 of the Crosshills Development from Mr John Kirkham, Countryside Properties Yorkshire.

59 CORRESPONDENCE RECEIVED

No correspondence received.

60 ACCOUNTS

60.1 To **note** a folder containing all payments made since the last Town Council meeting will be presented to Council. The RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 – 30 June 2022 are attached for consideration. (Pages 17 to 21 attached).

Payments for approval over £1,000 are listed below:

£4,920 – Abscaff – Scaffolding at the Town Hall
£2,540.61 – Glovers – Work carried out identified in Legionnaires report
£22,315.20 – ERW Joinery – Town Hall Window Refurb.
£24,918.37 – Duffields – New Cemetery Path
£2,500 – St Mary’s Catholic Primary School – Jubilee Grant

60.2 The balance at the Unity Bank on 30 June 2022 was £858,354.71 and the value of the funds on term deposit are:

- £241,227.78 with Unity Trust Bank Savings Account
- £122,957 (Bid Market Valuation as of 30 June 2022, Mid-Market Valuation £124,893) with Churches, Charities and Local Authorities (CCLA) Property Fund (Page 22 attached).

60.3 The virement to transfer funds from the Market Budget to the Staffing Budget for July 2022 for £86.33 to be considered and approved.

Virements – Market Waste Budget £1,300		
Details 2022/23	Cost £	Balance against Budget
Balance B/Fwd		£1,108.15
July	86.33	
Balance		£1,021.82

60.4 The virement to transfer funds from the Wedding Budget to the Staffing Budget for July 2022 for £278.07 to be considered and approved.

Virements – Wedding Budget £1,300		
Details 2022/23	Cost £	Balance against Budget
Balance B/Fwd		£1,653.63
July	278.07	
Balance		£1,375.56

61 SELBY NEIGHBOURHOOD PLAN UPDATE

No further updates

62 TRAINING

No further updates

63 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To **note** the Clerk has written to SDC to clarify the position of the STEP and a response is awaited.

64 BIG LOCAL

To **receive** the update from Cllr Davis.

65 POLICIES TO BE REVIEWED

To **receive** and **review** the Training Policy. There are no suggested changes to this policy. (Pages 23 to 24).

66 ONGOING ITEMS – CLERK UPDATE

66.1 Events

Food and Drinks Festival – Saturday 23 July 2022 – Fully booked.

Beer Festival – Saturday 30 July 2022 – Tickets on sale now.
Bonfire & Fireworks Event – Saturday 5 November 2022
Cemetery Remembrance – Friday 11 November 2022
Remembrance Event – Sunday 13 November 2022
Christmas Market & Lights Switch On Event – Saturday 3 December 2022

66.2 Town Hall – No updates

66.3 Town Hall – Arts Centre – The windows have now been completed.

66.4 Town Hall – Office – No updates

66.5 Cemetery – No updates

66.6 Longmann Hills Farmhouse – Three companies had been invited to provide a quote to replace the ground source heat pump system. Quotations are awaited.

66.7 Market – The “Night Market” was well attended, although feedback from the traders wasn’t as good as last year’s event.

66.8 Play Areas – The Resource Team continue to carry out minor repairs. The adult gym equipment at Barwic Parade is due to be repaired over the summer.

66.9 Allotments – No further updates.

66.10 Website – Cllr Lockley and the Clerk are meeting to discuss any additional resources that may be required to update the website.

66.11 Street Furniture – No updates

66.12 1811 Building – No updates

66.13 Highways – No updates

67 PLANNING CONSULTATION RESPONSES

To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 25 attached).

68 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. (Items 69 to 71).

69 SALARIES AND OVERTIME

To **approve** the June 2022 and July 2022 Schedule of Salary Payments.

70 STAFF RESIGNATION

To **note** the Finance Manager / Deputy Clerk (RFO) has submitted his resignation. His leaving date will be 30 September 2022.

71 JOB EVALUATION

To **receive** and **consider** the report of the Clerk. (Pages 26 to 27 attached).

72 SUPPORT FOR REFUGEES IN OUR COMMUNITY

To **consider** ways of welcoming refugees into our community.

73 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 5 September 2022	Land & Property Committee
Friday 9 September 2022	Market Working Group
Monday 12 September 2022	Town Hall Management Group
Monday 19 September 2022	Health, Safety & Welfare Working Group
Monday 26 September 2022	Council