

**Town Clerk
Mrs G Bell**

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30 August 2022

Dear Councillor

Land and Property Committee

You are hereby summoned to attend the meeting of Land and Property Committee which has been arranged for **Monday 5 SEPTEMBER 2022 at 7.00pm** at the Town Hall, York Street, Selby.

Yours sincerely

Gill Bell
Town Clerk

To Councillors: W Nichols, K Franks, S Shaw-Wright, M Davis, I Lawton, F Matthews, G Lockley, M Dyson and R Harrison

All Councillors for information.

AGENDA

LP21 APOLOGIES FOR ABSENCE

LP22 DISCLOSURE OF INTERESTS

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LP23 MINUTES

LP23.1 To **receive** the minutes of a meeting of the Land and Property Committee held on 20 June 2022 (Pages 8 to 17 attached).

LP23.2 Updates from the last meeting

Bins – Delivery awaited – expected early September

Noticeboard – Contacted ‘Signscape’ (original Suppliers) to request a refund under the Consumer Rights Act 2015. The Managing Director has been in contact and after requesting further information is looking into the problem.

Lightning Conductor – Item moved to Private Session item LP37

Town Hall Windows – The repairs have all been completed. The painting is due to be completed w/c 29 August 2022 for the downstairs windows and to confirm a week in October to complete the upstairs windows.

Town Hall front doors and railings – These are due to be painted w/c 5 September 2022.

Legionnaires Risk Assessment – The identified works have been carried out. Further works were identified at the time, and these were also completed. Total cost £2,117.17 + VAT

LP24 COUNCIL POLICIES

There are no policies due to be reviewed.

LP25 ALLOTMENTS

To **consider** forming a Task and Finish Group to work on the following specific issues and report back to this committee with recommendations: -

- To review the Allotment Rules and Regulations. At a previous meeting it was agreed that each allotment site should have its own set of rules and regulations.
- To agree an Action Plan to reinstate Stonebridge and Pymbles sites back into useable and safe plots.
- To consider future expenditure that will be incurred in line with the Action Plan in preparation for budget setting.

Bonfires

To **consider** restricting burning on allotment sites. Cllr Lawton has requested this item to be included on the agenda.

To **note** signs have been displayed at all allotment sites requesting NO Bonfires until further notice due to the current climate. A press release has also been placed in the Selby Times.

Hosepipe Ban

To **note** signs have been displayed reminding tenants of the hosepipe ban. The information from Yorkshire Water is that hosepipes can be used for watering crops but not for general flowers or plants and that anyone caught can be subject to a £1,000 fine.

Pymbles

To **note** there is 1 plot available to let and 38 names on the waiting list.

Stonebridge

To **note** there are no available plots and 46 names on the waiting list.

To **note** plot 36b and plot 38 have been cleared. There is potential to split plot 36b into 2.

Westbourne

To **note** there are 3 plots that are in the process of being let, and 0 names on the waiting list.

LP26

CEMETERY

LP26.1

DEFRA – Environmental Permitting Restrictions

To **note** in 2021, DEFRA ran a consultation on proposed amendments to the Environmental Permitting (England & Wales) Regulations 2016 as applied to groundwater activities and related surface water discharge activities. The Town Council issued a response to this consultation.

DEFRA received 264 consultation responses and to allow sufficient time to consider these, it decided to delay the publication of the summary of

responses and government response until May 2022. To date these have not been publicised.

The Clerk will update the committee when further information is available.

LP26.2 Farm Field

No further updates

LP26.3 Cemetery Paths

The new paths in sections 6a and 6b have been completed. Unfortunately, while delivering materials to the site one of the gate posts, and attached wall, was damaged. The company accepted blame and the repairs were carried out 11 August 2022.

LP26.4 Sunken Graves

To **note** the topping up process will continue in Spring 2023 with no requirement for an outside contractor involvement now that the Resource Team are at full strength.

LP26.5 Cemetery Trees

To **note** the Facilities Manager has added the identified works to the resource works schedule.

The tree tomography report has been completed on the 4 Copper Beech trees identified in the Cemetery Tree Survey. (Pages 18 to 19 attached).

LP26.6 Cemetery Administration

To **consider** the report of the Clerk. (Page 20 attached).

LP27 PLAY AREAS

Barwic Parade

To **note** the play company have ordered the parts for the adult gym equipment and a start date is awaited.

Flaxley Road

Nothing to report.

Wistow Road

To **consider** purchasing a replacement Inclusive Picnic Bench at a cost of £720 Inc. VAT. The original bench is now listing and as it has previously had minor repairs carried out it is now beyond repair. The Clerk suggests using CIL funds to purchase a new bench.

LP28 1811 BUILDING

LP28.1 Renovations

To **note** a date has yet to be agreed.

LP29 TOWN HALL

To **note** the painting of the remaining windows, internally, is due to be completed w/c 29 August 2022.

LP30 CEMETERY CHAPELS

No updates.

LP31 BONDGATE COMMUNITY WOODLAND

LP31.1 Memorial Wheel

This item has been moved to Private Session item LP38.

LP32 SCHEDULED WORKS

To **note** that the Facilities Manager has provided a plan of current scheduled works. (Pages 21 to 23 attached).

LP33 CEMETERY LODGE

To **note** the Facilities Supervisor has now moved into the property.

There was a blocked drain in the rear yard, probably caused by the property being unoccupied for several months, this has now been cleared.

The gas boiler had a minor leak, and the engineer was called out. The leak was sorted, and the annual service was completed with no further issues identified.

LP34 LONGMANN HILLS FARMHOUSE

This item has been moved to Private Session.

LP35 CEMETERY DIGITAL MAPPING

To **note** Pear Technology have been sent copies of the cemetery maps and have started the digitising.

Also, to **note**, the Clerk has ordered the software from Rialtas Business Solutions.

LP36 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 (LP37 to LP39)

LP37 LIGHTNING CONDUCTOR

To **receive** and **consider** the quotation received. (Pages 24 to 28 attached).

To **note** this is the only company that has responded to a request for a quotation.

LP38 MEMORIAL WHEEL

To **consider** the Clerks report. (Pages 29 to 32 attached).

LP39 LONGMANN HILLS FARMHOUSE

LP39.1 Air Source Heat Pump

To **receive** the update from the Clerk. (Page 33 attached).

LP39.2 Internal and External Decoration

To **receive** the update from the Clerk. (Page 34 attached).

LP39.3 Re-letting of property

To **note** the Letting Agents will visit the property after the above works have been completed to re-value for the rental market. The agents have suggested that the rent could be in the region of £1,300 per calendar month, this was previously £800 per calendar month.

LP40 CHRISTMAS LIGHTS

To **consider** the tenders for Christmas Lights provision for the 3 years – 2023/24, 2024/25 and 2025/26. (Page 35 attached).

LP41 DATE OF FUTURE MEETINGS

Monday 12 September 2022	Health, Safety & Welfare Group
Monday 19 September 2022	Town Hall Management Committee
Friday 23 September 2022	Market Working Group
Monday 26 September 2022	Council
Monday 17 October 2022	Finance & Staffing Committee
Monday 31 October 2022	Council