

MINUTES OF THE LAND AND PROPERTY COMMITTEE HELD ON MONDAY 5 DECEMBER 2022 AT THE TOWN HALL, YORK STREET, SELBY

PRESENT: Cllrs M Davis, K Franks, F Matthews, M Dyson and S Shaw-Wright.

IN ATTENDANCE: Town Clerk and Deputy Town Clerk.

LP42 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs G Lockley, W Nichols and I Lawson.

LP43 DISCLOSURE OF INTERESTS

There were no Disclosures of Interest.

LP44 MINUTES

LP44.1 Minutes of the Land and Property Committee held on Monday 5 September 2022 were received. These minutes had been previously ratified at Council on Monday 31 October 2022. The Clerk was asked to amend the minutes at item LP26.6 point iii to:

iii. To allow, as an absolute maximum, up to 2 coffins and 4 ashes, or up to 6 ashes in a full plot. The location of the plot may mean that capacity will **vary** due to soil differences or the water table.

RESOLVED: That the Minutes of the Land and Property Committee held on 5 September 2022 be noted subject to the abovementioned amendment.

LP44.2 The Clerk updated on items from the last meeting.

The bins designed by pupils of Barwic Parade School have now been installed.

Cllr Davies requested that a press release is now done following the installation.

The Facilities Manager had received further instruction regarding the Town Hall noticeboard and further tests were carried out to clarify if the solar battery was working. The 1811 has been found to be working ok, however the Town Hall has too much streetlight to trigger the sensors. Photos have been sent to manufacturer for confirmation.

The Town Hall front doors and railings work has been moved to April 2023.

Further information was requested regarding the lightening conductor, and a reply is awaited.

RESOLVED:

- i. That the updates be noted and,
- ii. The Clerk submits a press release following the installation of the bins.

LP45 COUNCIL POLICIES

There were no policies due to be reviewed.

LP46 ALLOTMENTS

It was noted that the Allotment Task and Finish Group meeting will now be held on Tuesday 10 January 2023 at 6pm in the Studio at the Town Hall.

Pymbles

The following was noted:

Number on waiting list = 42

Plot No.	Status of Plot
35a	Needs clearing
35b	Needs clearing

Stonebridge

The following was noted:

Number on waiting list = 53

Plot No.	Status of Plot
16b	Needs clearing
21c	Needs clearing
30	Needs clearing
36b	Ready to let
36c	Ready to let

Westbourne

The following was noted:

Number on waiting list = 5

Plot No.	Status of Plot
16a	Needs clearing
16b	Needs clearing
28	Needs clearing
31	Ready to let

Cllr Matthews requested that when a tenant gives up an allotment that they are covered with plastic sheeting to prevent them becoming overgrown. And that if the safety barriers that are holding the plastic down on the above plot belongs to the Town Council that they are recovered before letting the allotment out.

RESOLVED:

- i. **That the updates be noted, and**
- ii. **The safety barriers are recovered if they are identified as being property of the Town Council**

LP47 CEMETERY

LP47.1 DEFRA – Environmental Permitting Restrictions

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

RESOLVED: That the update be noted.

LP47.2 Farm Field

No further updates

LP47.3 Cemetery Paths

No further updates

LP47.4 Sunken Graves

The process has started and is due to be completed in Spring 2023.

RESOLVED: That the update be noted.

LP47.5 Cemetery Trees

Work has commenced on the 4 Copper Beech trees identified in the Tree Survey.

The Clerk advised that the works are not complete, there is a Willow Tree that is currently inaccessible due to the soft ground.

Cllr Davies asked why one tree was taken down completely and asked if the trunk was saved so that it could be reused.

The Clerk advised that the tree was more damaged than the others and so it needed to be removed. The Clerk advised that she would find out what happened to the trunk.

Cllr Matthews reminded the committee that it was agreed that any wood – excluding the brush, from tree felling would be kept and reused.

RESOLVED:

- i. That the update be noted and,**
- ii. That the Clerk to ask the Resource Manager to ensure that any wood from tree felling is retained.**

LP47.6 Selby & District Beekeepers

The request from the beekeepers to install a storage shed was considered.

Cllr Matthews raised a concern over the storage of equipment in a shed as this could be easily broken into. He requested that this be considered as part of point LP51 when the storage options for the cemetery chapels are reviewed.

Cllr Davies stated that the Beekeepers having some storage would be acceptable. However, it would need to be discussed as to what type of storage and where it would be appropriate to locate it.

Cllr Davies also noted that the Selby and District Beekeepers would need to arrange insurance to cover the equipment.

RESOLVED:

- i. That the request was considered and,**
- ii. That the request be included in point LP51 when the storage of equipment from the cemetery chapels is discussed.**

LP48

PLAY AREAS

Barwic Parade

It was noted that the adult gym repair work was completed in September, that the repairs to the vandalised play equipment have been carried out and the play area has now reopened.

Cllr Davies advised that Cllr Proud had spoken to some of the local residents near the Barwick Parade Play Area and had posted on the local Facebook page asking them to keep an eye on the park area and report any vandalism.

Cllr Matthews noted that at the Flaxley Road Play Area a local resident locks the park each night and asked if something similar could be considered for the Barwic Parade Play Area. There would need to be something documented and a contingency for if that resident was away and unable to lock or unlock the park.

The Town Clerk advised that the Flaxley Road arrangement is a long standing one with an allotment owner.

Cllr Davies requested that a thank you card is sent to the resident each year for their help.

RESOLVED:

- i. That the update be noted,**
- ii. That a resident in the Barwic Parade area is considered to lock and unlock the park each day,**
- iii. That there is a contingency for the Flaxley Road and Barwic Parade Park if the residents are unable to lock and unlock the park, and**
- iv. That a thank you card is sent to the Flaxley Road resident.**

Flaxley Road

No updates.

Wistow Road

It was noted that it had been approved at September Council to purchase a replacement picnic bench from CIL funds. However, there is now a lead time of Spring 2023 to order the item.

RESOLVED: That the update be noted.

LP49 1811 BUILDING

LP49.1 Renovations

It was noted that a date has yet to be agreed to start the renovations to the building

The Clerk advised that the work would need to be re-costed for essential work such as the rotten doors and painting of the windows.

RESOLVED:

- i. That the update be noted and,**
- ii. That the Facilities Manager obtains quotes for the work required and submit to council to consider.**

LP50 TOWN HALL

It was noted that the remaining internal windows had now been painted.

RESOLVED: That the update be noted.

LP51 CEMETERY CHAPELS

The report presented by the Clerk was considered.

Cllr Matthews questioned the costing and need for additional storage. He asked whether a more organised system could be used with shelving and racking.

The Clerk advised that that the price was obtained by the previous Resource Manager for a metal storage unit and had found a similar type of storage for less but then a base and lighting would also be required. The Clerk advised that it was the larger equipment that was the issue with there being no space to clean down and service them effectively.

Cllr Shaw-Wright asked that the type of storage to be considered to ensure it fits in with the surroundings. The metal container could be a short-term solution but may need something purpose built. Members of the committee agreed to visit the cemetery with the Facilities Manager to look at the options.

RECOMMENDATION TO COUNCIL THAT:

- i. The Facilities Manager research availability of storage units for lease for the short / medium term, and**
- ii. Seek quotations to build a purpose made storage unit on land in the cemetery that can't be used as burial ground.**

LP52 BONDGATE COMMUNITY WOODLAND

LP52.1 Memorial Wheel

The Clerk presented the report, and it was noted that the building company has now started the groundworks in preparation for the siting of the wheel.

The Clerk advised that the works had cost slightly more than originally expected due to a path that was added and the plinth to have a bull nosed edge. The decision to add the bull nosed edge was due to safety and longevity.

Cllr Matthews asked if there could be a sign put up at this location and at future locations of works to advise the public of what was happening.

Cllr Davies said that she will do a press release and asked that it is also shared to the Town Council website and Facebook page.

RESOLVED:

- i. That the update be noted,**
- ii. That signage is put up at the location and any future location of works, and**

- iii. **That the Town Council website and Facebook page are updated with a post promoting the works that are being completed.**

LP53 SCHEDULED WORKS

The plan of scheduled work provided by the Facilities Manager and was noted.

RESOLVED: That the update be noted.

LP54 CEMETERY LODGE

It was noted that the tenant reported the roof leaking around the chimney breast. It required re pointing in a small area, and the works were carried out.

Cllr Franks asked if the chimney was capped as this would be required if a non-working chimney.

The Clerk advised she would ask the Facilities Manager to check the chimney.

RESOLVED:

- i. **That the update be noted, and**
- ii. **That the chimney is checked for a cap.**

LP55 LONGMANN HILLS FARMHOUSE

It was noted that the new tenant moved into the property on 1 December 2022.

RESOLVED: That the update be noted.

LP56 CEMETERY DIGITAL MAPPING

It was noted that the copies of the digitised cemetery maps have been received and these now require checking before the installation of the software.

RESOLVED THAT: The update be noted.

LP57 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 (LP58 to LP59)

LP58 COMMUNITY CENTRE PLAY AREA

The Clerk presented the quotes for the purchase of play equipment for the Community Centre play area.

Cllr Davies stated that she would like to keep the wooden train if possible and liked that the plan was inclusive. Would like to consider adding an additional slide and to use recycled plastic for the seating.

The councillors present agreed to the proposal in principle and to spend up to £25,000. The final decision on equipment will be left to Cllr Davis and the Town Clerk.

RECOMMENDATION TO COUNCIL: THAT

- i. The update be noted,**
- ii. The Town Clerk arrange for the play area company to come and discuss options, and**
- iii. The cost of the proposal be up to £25,000 and taken from CIL.**

LP59 DATE OF FUTURE MEETINGS

Monday 19 December 2022	Council Special Budget Meeting
Wednesday 25 January 2023	Health, Safety & Welfare Working Group
Monday 30 January 2023	Council
Monday 6 February 2023	Finance & Staffing Committee
Monday 27 February 2023	Council
Monday 6 March 2023	Land & Property Committee