

**Town Clerk
Mrs G Bell**

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21 February 2023

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 27 February 2023

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 27 February 2023, 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

165 PUBLIC QUESTIONS

166 APOLOGIES FOR ABSENCE

167 DISCLOSURES OF INTEREST

168 MINUTES OF LAST MEETING

168.1 To **confirm** as a correct record the minutes of the meeting of Council, held on the 30 January 2023. (Pages 9 to 18 attached).

168.1.1 Actions from the last meeting

- *Requested information from SDC - Could you please provide me with information on where to find help for homeless people in Selby. In particular if a person presents as homeless who can they, or others on their behalf, contact or find the information.*

Response received - Please direct them to Selby Council on 01757 705101, , or if you need help because you might become homeless, contact us on 01757 705101 and ask to speak to a housing options advisor.

If you are made homeless outside of office hours or at the weekend, we do have an emergency service offering limited advice and assistance. This can be reached on 01653 600941.

- *Requested information from NYCC Highways - Following a discussion at the Council meeting held earlier this week, Councillors expressed concern that during the recent road closure on Gowthorpe close to Armoury Road, vehicles were accessing Armoury Road and travelling in the wrong direction, causing major problems and blockages.*

I am writing to request that the signage is more informative and specific, and that the junction from Armoury Road onto Gowthorpe is managed more effectively during the upcoming road closures on Gowthorpe.

Response received - The closure and notice below is not for highway maintenance but urgent NPG works to ensure customers continue to have an electricity supply.

I have asked the Streetworks Coordinator to remind the utility Contractor they need to engage direct with the Town Council but their number is on the notice if you require any further details in relation to the closure.

I agree as Armoury Road is no access at the junction with Gowthorpe, every effort needs to be made by the Traffic Management Operatives through signage to dissuade motorists trying to make an illegal turn.

168.2 To **consider** and **approve** the recommendations from the Finance and Staffing Committee, held on 6 February 2023. (Pages 19 to 22 attached).

RECOMMENDATION TO COUNCIL THAT:

1. **FS49.1** i. The Dignity at Work Policy be approved, and
 ii. The Review date be agreed at February 2026
2. **FS50** i. The Health & Safety Policy be approved, and
 ii. The review date be set for one year.
3. **FS61** i. To purchase a sound desk up to a value of £4,500 + VAT,
 ii. The sum to be taken from Asset Replacement EMR, and
 iii. To hire a desk, in the meantime, at a cost of £100 per
 performance
4. **FS63** i. The Clerk's report be approved, and
 ii. The proposal be implemented from April 1, 2023

169 CORRESPONDENCE RECEIVED

None received.

170 ACCOUNTS

170.1 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 and credit card transactions between 1 – 31 January 2023 are attached for consideration. (Pages 23 to 25 attached).

Payments for approval over £1000 are listed below:

£6,211.20 - First Impressions - Summer/Winter Planting
£1,602.40 - EV Smart (UK) Ltd – Easse Charger at Farmhouse
£1613.61 - Impatient Productions – Justin Moorhouse Performance Fee
£1,350.00 - NYCC – Renewal of Premises Fees (3 years) (Weddings)
£4,174.78 - Had – IT Ltd – New server, installation and set up
£4,945.15 - Christmas Plus – Installation of Festive Lights
£2,119.33 - Christmas Plus – Dismantle of Festive Lights
£7899.79 – Ebor Construction Ltd – Interim invoice 2 for Miners Wheel

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

£1,165.99 – Catering Hygiene – Fridge for Town Hall

170.2 The balance at the Unity Bank on 31 January 2023 was £769,920.05 and the value of the funds on term deposit are:

- £242,373.62 with Unity Trust Bank Savings Account
- £98,409.00 (Bid Market Valuation as of 31 January 2023, Mid-Market Valuation £99,957.00) with Churches, Charities and Local Authorities (CCLA) Property Fund. (Page 26 attached).

170.3 The virement to transfer funds from the Market Budget to the Staffing Budget for February 2023 for £100.60 to be considered and approved.

Virements – Market Waste Budget £1,300		
Details 2022/23	Cost £	Balance against Budget
Balance B/Fwd		£595.03
February 2023	£100.60	
Balance		£494.43

170.4 There is no virement to transfer funds from the Wedding Budget to the Staffing Budget for February 2023.

Virements – Wedding Budget £1,300		
Details 2022/23	Cost £	Balance against Budget
Balance B/Fwd		£1,375.56
February 2023	£ NIL	
Balance		£1,375.56

171 SELBY NEIGHBOURHOOD PLAN UPDATE

To **note** there are no further updates.

172 TRAINING

No further updates.

173 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To **note** the Clerk has submitted a Freedom of Information request for a full detailed breakdown of expenditure and balances of the STEP Funding, and plans for expenditure on any remaining balances.

174 BIG LOCAL

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

175 POLICIES TO BE REVIEWED

There are no policies for review.

176 ONGOING ITEMS – CLERK UPDATE

176.1 Events

Holocaust Memorial Day Service – The service was held in the Abbey on 27 January 2023. The service was prepared by Cannon John Weetman and contained prayers, a hymn, poems, a film from the Holocaust Website and Lighting of Candles. There was a good attendance from the local schools and members of the public (approximately 130 people in total). We have received positive feedback from the schools who have said that it complimented the work that they have been doing in class and that it was an emotional experience.

Fun Day – Sunday 25 June 2023 – Planning underway

Beer Festival – Saturday 29 July 2023 – Planning started and the main event sponsor confirmed.

Food & Drink Festival – Saturday 23 September 2023

Bonfire & Fireworks Event – Saturday 4 November 2023

Cemetery Remembrance – Friday 10 November 2023

Remembrance Event – Sunday 12 November 2023

Christmas Market & Lights Switch on Event – Saturday 2 December 2023

176.2 Town Hall

The first Town Council Wedding Show is due to be held on Saturday 4 March. 25 local businesses are attending to promote their services and the day includes a cat walk show and musicians.

176.3 Town Hall – Arts Centre

The Spring programme is underway and although ticket sales have been steadier than before Covid they have picked up and a number of shows are sold out.

176.4 Town Hall – Office

No updates

176.5 Cemetery

Following some vandalism at the apiary, a mobile cctv camera has been set up.

Additional snowdrop bulbs have been planted in the Cemetery and more spring bulbs will be planted for next year.

176.6 Longmann Hills Farmhouse

No updates.

176.7 Market

An offer of paying rent for March and getting April free has been advertised.

176.8 Play Areas

No updates.

176.9 Allotments

98% of the tenants have either paid or have not renewed their allotment.

Inspections are currently taking place and any vacant plots, that are in a fit state, will be offered to people on the waiting list.

176.10 Website

No updates.

176.11 Street Furniture

No updates.

176.12 1811 Building

No updates.

176.13 Highways

No updates.

177 PLANNING CONSULTATION RESPONSES

177.1 To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 27 attached).

178 NYC Climate Change Strategy

In July 2022 a Climate Emergency was announced for North Yorkshire. With existing plans in place to reach Net Zero by 2030, Climate Change officers from across the county created a draft Climate Change Strategy to achieve this goal. And be the first Carbon Negative region by 2040.

During the first phase of Let's Talk, responses collected show that Climate Change was ranked as a top 3 priority by:

34% of people in the Let's Talk Local Survey

41% of people in the Let's Talk Money Survey

Let's Talk Climate will gather views and feedback on the draft Climate Change Strategy. By answering the survey questions, which focus on: slowing down and adapting to climate change as well as helping nature to thrive, the information given will be fed back forming the final Climate Change Strategy for the new authority – North Yorkshire Council.

Views can be shared online using a safe and easy-to-use tool called Commonplace which was used on the previous Let's Talk engagements. The libraries are hubs where you can go and find out more about the Climate Change Strategy, with a hard copy of the draft strategy and fill in a paper survey if you wish.

Events will be organised, alongside NYC Transport consultation, giving you the opportunity to talk to members of the Climate team about whether you think the council is doing enough to meet their Net Zero target. Further information will be available in the coming weeks.

Fill in the Climate Change survey here: <https://letstalkny.commonplace.is/en-GB/proposals/climate>

179 DOUBLE DEVOLUTION

To **receive** and **consider** the recommendations from the Clerk on the Expression of Interests for piloting Double Devolution (Page 28 to 29 attached).

RECOMMENDATION TO COUNCIL THAT:

- i. The Council considers the report, and**
- ii. Approves to the submission of this expression of interest.**

180 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 159 to 162).

181 SALARIES AND OVERTIME

To **approve** the February 2023 Schedule of Salary Payments.

182 SUPPORT FOR REFUGEES IN OUR COMMUNITY

To **consider** ways of welcoming and supporting refugees in our community.

183 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 6 March 2023

Monday 13 March 2023

Wednesday 22 March 2023

Monday 27 March 2023

Monday 17 April 2023

Monday 24 April 2023

Friday 28 April 2023

Land and Property Committee

Town Hall Management Committee

Health, Safety and Welfare W. Group

Council

Special Council Grants Meeting

Council

Market Working Group