



# MINUTES OF THE LAND AND PROPERTY COMMITTEE HELD ON MONDAY 4 DECEMBER 2023 AT THE TOWN HALL, YORK STREET, SELBY

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**PRESENT: Cllrs. M Davis, F Matthews, R Harrison, M Dyson and S Shaw-Wright**

**IN ATTENDANCE: The Town Clerk and The Facilities Manager**

**LP42 APOLOGIES FOR ABSENCE**

Cllrs K Franks, I Lawton, S Andrews and G Lockley

**LP43 DISCLOSURE OF INTERESTS**

There were none.

**LP44 MINUTES**

LP44.1 Minutes from last meeting

Minutes of the Land and Property Committee held on Monday 4 September 2023 were received. These minutes had been previously ratified at Council on Monday 25 September 2023.

**RESOLVED: That the Minutes of the Land and Property Committee held on 4 September 2023 be noted.**

LP44.2 Updates from the previous meeting

The Clerk updated the committee on matters from the last meeting.

Lightning Conductor – There has been no response from the company.

Farm Field – Fencing has been completed.

1811 Heating System – The system has now been repaired.

**RESOLVED: That the updates be noted.**

**LP45 COUNCIL POLICIES**

There were no policies for consideration. The Clerk presented the Policy Review table for consideration.

**LP46 ALLOTMENTS**

LP46.1 Current status of allotment sites

The Facilities Manager provided an update on all allotment sites.

**RESOLVED: That the updates be noted.**

**LP47 CEMETERY**

**LP47.1 Farm Field**

It was noted that Groundwork had reported a delay in getting the funding approved from North Yorkshire Council for the trees and it was likely that the planting would happen from November 2024 to February 2025.

**RESOLVED THAT: The update be noted.**

**LP47.2 Cemetery Paths**

The Clerk reported that the Jubilee Sign had been sited in the Cemetery on the new path and that it was hoped that bulbs would be planted in Spring 2024.

The Facilities Manager updated that a section of the path installed last year was lifting in several places. The Facilities Manager is in talks with the company to rectify the problem.

**LP47.3 Sunken Graves**

The update be noted.

**LP47.4 Cemetery Trees**

The update was noted.

**LP47.5 Peace Garden**

The Clerk's report was considered. It was agreed to focus on the groundworks initially.

**RESOLVED: That the report be noted.**

**LP48 PLAY AREAS**

**LP48.1 Barwic Parade**

The update was noted.

**LP48.2 Flaxley Road**

The update was noted.

**LP48.3 Wistow Road**

The update was noted.

**LP49 1811 BUILDING**

**LP49.1 Renovations**

The Clerk's update was noted. A Member suggested for the Clerk to contact the building companies as soon as possible in the New Year for quotes to enable the successful company to fit into their work schedule.

**RESOLVED: That the report be noted.**

**LP50 TOWN HALL**

**LP50.1 Office**

The Clerk updated that the repairs to the Velux windows was booked in for 8 December 2023. The windows would be serviced at the same time.

**RESOLVED: That the report be noted.**

**LP50.2 Noticeboards**

The Clerk updated that the cost to purchase 2 substantial noticeboards would be approximately £6,000 + VAT (£3,000 + VAT each). The Facilities Manager was asked to find a cost for a bespoke noticeboard.

**LP51 CEMETERY CHAPELS**

No updates to this item.

**LP52 BONDGATE WOODLAND**

It was noted that quotations had been sought for 2 picnic tables. The funds will be taken from CIL monies.

**LP53 SCHEDULED WORKS**

The report was noted.

**LP54 CEMETERY LODGE**

No updates to this item.

**LP55 LONGMANN HILL'S FARMHOUSE**

The Clerk updated the committee regarding the heating system at the Farmhouse. The Clerk was asked to bring quotes to Council as soon as received. The Facilities Manager updated that the seal on most of the windows had failed and was needing replacing. A quote has been requested.

**LP56 ASSET REGISTER**

The Clerk presented the Asset Register for consideration.

**LP57 TOWN COUNCIL ACTION PLAN**

The following updates were considered and noted.

Provision of Allotments / Allotment standardisation – update at item LP46  
Maintain / improve the cemetery grounds – update at item LP47  
Develop area for Peace Garden – Update at item LP470.5  
Chapel restoration – Not yet started  
Build new workshop / storage facility – Not yet started  
Complete Jubilee Path – planting – Scheduled for Spring 2024  
Cemetery Tree Maintenance Plan – update at item LP47.4  
Installation of Cemetery Path in ext. G & H – not yet started  
Maintenance of play areas – update at item LP48  
Maintenance of Town Hall – update at item LP50  
To sand the Art Centre’s floor – completed  
Replacement of Town Hall heating system – Not yet considered  
Maintenance of the 1811 Building – update at item LP49.1  
Replacement of all remaining street lights with LED – Not yet considered  
Replacement of Town Council Van – Not yet considered  
Review policies and procedures – update at item LP45

The Clerk updated on the streetlighting in Gowthorpe, The Crescent and Park Street. All bulbs were to be replaced over the next couple of weeks. North Yorkshire Council have a programme of replacing all streetlighting columns and it was hoped that these would be replaced in the next couple of years.

The Clerk also provided an update on a storage facility. It was agreed that the best option would be to add additional garage facilities at the Cemetery. A member is to contact the planning department regarding potential planning problems for this.

**LP58      DATE OF FUTURE MEETINGS**

It was agreed to swap the meeting dates of the next Land & Property Committee meeting with the next Health, Safety and Welfare Working Group due to both the Chair and the Clerk not being available on the 4 March 2024.

<b>Monday 18 December 2023</b>	<b>Council Special Budget Meeting</b>
<b>Monday 29 January 2024</b>	<b>Council</b>
<b>Monday 12 February 2024</b>	<b>Finance &amp; Staffing Committee</b>
<b>Monday 26 February 2024</b>	<b>Council</b>
<b>Monday 4 March 2024</b>	<b>Health, Safety &amp; Welfare W. Group</b>
<b>Monday 11 March 2024</b>	<b>Town Hall Management Committee</b>
<b>Monday 18 March 2024</b>	<b>Land &amp; Property Committee</b>