



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY  
TOWN COUNCIL HELD MONDAY 27 NOVEMBER 2023 AT THE  
TOWN HALL, YORK STREET, SELBY**

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**PRESENT: Cllrs M Dyson, T Beharrell, M Davis, S Andrew, R Harrison, F Matthews, K Franks and M Davis**

### **103 PUBLIC QUESTIONS**

There were no questions.

Bishop John was also present. He brought mince pies as a Christmas gift for members of council.

### **104 APOLOGIES FOR ABSENCE**

104.1 Cllrs K Arthur, G Lockley, J Proud, G Jordanowski, C Laskey, J Shaw-Wright, S Shaw-Wright, I Lawton and H Davis

### **105 DISCLOSURES OF INTEREST**

There were no disclosures of interest.

### **106 MINUTES OF LAST MEETING**

106.1 Minutes of Full Council

The minutes of the meeting of Council, held on 30 October 2023 were considered.

**RESOLVED: That the minutes of the Town Council Meeting held on 30 October 2023 be approved as a correct record.**

### **107 CORRESPONDENCE RECEIVED**

There was no correspondence received.

### **108 ACCOUNTS**

108.1 Payments

A folder containing all payments made since the last Town Council meeting was presented to Council. The RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 – 31 October 2023 were considered.

A member of council questioned two payments. The first was for SSE on 13 October for electricity at the Town Hall. There are two meters at the Town Hall, it was requested that these are detailed on the payments list so that it can be identified which meter the payment relates to.

The second was for SSE on 16 October for electricity at the cemetery chapels. This payment was higher than expected. The Clerk updated that it is an estimated meter reading and that we will obtain a correct reading and submit it to SSE to get an accurate bill. The DD and SO list will then be updated to reflect the average payment.

Payments for approval over £1,500 are listed below:

Empire Group - £3,956.80 – Bonfire Security

Worknest - £3,438.00 – Health & Safety Support & Software

The following payments were added and approved:

RLN Music - £3000.00 – China Crisis Performance Fee

South Yorkshire Mowers - £3000.00 – Cut and Collect Lawn Tractor

**RESOLVED THAT:**

- i. **The list of payments made between 1 – 31 October 2023 in the sum of £75,207.88, the credit card payments made between 1 – 31 October 2023 in the sum of £1,162.40 and the Petty Cash payments made between the 1 – 31 October 2023 in the sum of £477.55 be approved,**
- ii. **The abovementioned payments over £1,500 be approved,**
- iii. **That the payments list will be noted with details of which meter the SSE direct debit relates to for the Town Hall, and**
- iv. **That an accurate meter reading is obtained and submitted for the cemetery chapels.**

108.2 Balances

The balance at the Unity Bank on 31 October 2023 was £899,475.21, the balance at the Lloyds Bank on 31 October 2023 was £8,483.67 and the value of the funds on term deposit are:

- £246,547.68 with Unity Trust Bank Savings Account
- £96,281.00 (Bid Market Valuation as of 31 October 2023, Mid-Market Valuation £97,656.00 with Churches, Charities and Local Authorities (CCLA) Property Fund.

**RESOLVED: That the balance at the Unity Trust Bank, Lloyds Bank and funds on long term deposit be noted.**

108.3 Market Virement

The virement to transfer funds from the Market Budget to the Staffing Budget for November 2023 for £132.51 was considered.

<b>Virements – Market Waste Budget £1,300</b>		
Details 2023/24	Cost £	Balance against Budget

		£1,300.00
Balance B/F		£ 675.17
Nov 2023	£132.51	
Balance		£ 542.66

**RESOLVED: That the virement to transfer funds from the Market Budget to the Staffing Budget for November 2023 for £132.51 be approved.**

#### 108.4 Wedding Virement

There was no virement to transfer funds from the Wedding Budget to the Staffing Budget for November 2023.

<b>Virements – Wedding Budget £1,800</b>		
Details 2023/24	Cost £	Balance against Budget
		£1,800.00
Balance B/F		£1,576.91
Nov 2023	£0.00	
Balance		£1,576.91

#### 109 TRAINING

There was no training completed this month.

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

#### 110 BIG LOCAL

Cllr M Davis provided an update. They are hoping to open the building formally in the New Year.

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

#### 111 POLICIES TO BE REVIEWED

There were no policies to review this month.

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

#### 112 ONGOING ITEMS – CLERK UPDATE

##### 112.1 Events

Bonfire/Fireworks Event – Saturday 4 November 2023 – Despite the weather the event was very well attended.

Cemetery Remembrance - Friday 10 November 2023 – More than 200 students from local schools and college were in attendance, along with veteran, serving members of the armed forces, representatives from local groups and members of the public.

Remembrance Sunday - Sunday 12 November 2023 – More than 700 people filled the Abbey. Many more gathered in the park or waited on the Market Place. Hundreds joined the parade which included veterans, members of the armed forces breakfast club, Scouts, St.Johns Ambulance, Cadets and Guides.

Cllr K Franks thanked the staff and councillors who were involved in organising and working at the events.

Christmas Market/Lights Switch On - Saturday 2 December 2023 – Event is fully booked.

112.2 Town Hall – No updates

112.3 Town Hall – Arts Centre – We were offered at very short notice a comedy show with Russell Kane. The show incredibly sold out within 5 mins. Both Russell and the audience had a great evening and he is already discussing when he can come back.

112.4 Town Hall – Office – No updates.

112.5 Cemetery – The Clerk requested some relaxation to the decorations on graves to be allowed over the Christmas period. Council members approved this request but it must be monitored and removed after Christmas.

112.6 Longmann Hills Farmhouse – No updates.

112.7 Market – No updates

112.8 Play Areas – The amount of litter dropped in play areas is increasing and takes the Resource Team considerable time to clear. The team are currently emptying the bins and litter picking several times a week.

112.9 Allotments – No updates.

112.10 Website – No updates.

112.11 Street Furniture – No updates.

112.12 1811 Building – No updates.

112.13 Highways – Two Councillors and the Clerk met with Karl Battersby, NYC Corporate Director of Environment, and Steve Brown, Head of Parking Services for a walk around town on Monday 27 November. They highlighted the problem areas for traffic, the traffic light timings and parking issues. The Clerk and Councillors will document everything that was discussed and will distribute to Council.

A member of council encouraged the rest of council to familiarise themselves with North Yorkshire Council website and as they identify issues to use the website to report them.

## **RESOLVED THAT:**

- i. The updates be noted, and**
- ii. That there will be a relaxation in the rules for decorations in the cemetery over the Christmas period. This will be monitored to**

ensure that there is no alcohol, nothing that could cause offence is placed on the graves and that the decorations do not spill onto other graves, and that the decorations are removed after Christmas.

### **113 COMMUNITY ENGAGEMENT**

The Clerk updated that North Yorkshire Police had contacted the office to ask if they could have a stall on the Monday Markets in December to promote public safety.

The Clerk and Deputy Clerk plan to join them and will let Council know the dates so that Councillors can also attend.

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

### **114 PLANNING CONSULTATION RESPONSES**

The Clerk updated that there was a typing error on the report. The planning application was for the conversion of a garage into a dining room.

**RESOLVED: That the Planning Consultations dealt with under delegated authority be approved.**

### **115 BARLOW ASH MOUND CONSULTATION**

The Clerk updated that although the consultation closing date had passed that comments would still be accepted.

Members of council have asked that concerns should be raised over the environmental impact and the disturbance of an area that already has wildlife situated there.

**RESOLVED: That the Clerk will submit comments raising the above concerns.**

### **116 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 117 to 119).**

### **117 SALARIES AND OVERTIME**

#### **117.1 Approval of Salary Payments**

The November 2023 Schedule of Salary Payments were presented for approval.

**RESOLVED: That the November 2023 Schedule of Salary Payments be approved.**

**118 SUPPORT FOR REFUGEES IN OUR COMMUNITY**

Cllr M Davis provided an update.

**119 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS**

**Monday 4 December 2023**

**Monday 18 December 2023**

**Monday 29 January 2024**

**Monday 12 February 2024**

**Monday 26 February 2024**

**Land & Property Committee**

**Council Special Budget Meeting**

**Council**

**Finance & Staffing Committee**

**Council**