

**Town Clerk
Mrs G Bell**

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12 March 2024

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 18 MARCH 2024 at 7.00pm** at the Town Hall, York Street, Selby.

Yours sincerely

Gill Bell
Town Clerk

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

All Councillors for information.

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AGENDA

LP59 APOLOGIES FOR ABSENCE

LP60 DISCLOSURE OF INTERESTS

LP61 MINUTES

LP61.1 To **receive** the minutes of a meeting of the Land and Property Committee held on 4 December 2023. These minutes have previously been ratified at Council on 29 January 2024. (Pages 9 to 14 attached).

LP61.2 Updates from the last meeting

Lightning Conductor – The Clerk has contacted 2 further companies and is yet to receive any response.

LP62 COUNCIL POLICIES

To **note** there are no policies to be reviewed and to **receive** the Policy Review Table. (Page 15 attached).

LP63 ALLOTMENTS

LP63.1 Current Status of allotment sites.

To **note** the Admin. Officer is currently letting the available plots and the Clerk will provide an update at the meeting.

To **note** that some people are on more than one site waiting list, therefore the allotments have been advertised on social media and the website.

To **consider** extending the catchment area to residents in Brayton and to charging an out of area fee on top of the plot fee.

To **note** the status of the allotment sites.

Pymbles

Number on waiting list = 14

Plot No.	Status of Plot
5a	Vacant – available to let
5b	Vacant – available to let
9a	Vacant – available to let
9b	Vacant – available to let

10a	Vacant – available to let
10b	Vacant – available to let
33b	Needs clearing (Contractor) (TBA)
34b	Vacant – available to let
35a	Needs clearing (Contractor) (TBA)

Stonebridge

Number on waiting list = 5

Plot No.	Status of Plot
18a	Vacant – available to let
22	Vacant – available to let
30a	Needs clearing (Contractor) (TBA)
30b	Needs clearing (Contractor) (TBA)
31a	Vacant – available to let
31b	Vacant – available to let
36c	Vacant – available to let
37a	Vacant – available to let
39b	Vacant – available to let
42	Vacant – available to let
43	Vacant – available to let
50	Vacant – available to let

Westbourne

Number on waiting list = 7

Plot No.	Status of Plot
9a	Vacant – available to let
11a	Vacant – available to let
11b	Vacant – available to let
12a	Vacant – available to let
12b	Vacant – available to let
16a	Vacant – available to let
20a	Vacant – available to let
22b	Vacant – available to let
24a	Vacant – available to let
24b	Vacant – available to let
27	Vacant – available to let
31b	Vacant – available to let

LP64 CEMETERY

LP64.1 Farm Field

No updates.

LP64.2 Cemetery Paths

To **note** the Jubilee Path sign has been installed.

To **note** the path laid at the same time as the Jubilee Path has an area, approximately 10m long, where weeds are lifting the tarmac. The Facilities Manager met with the company and they have agreed to put right the affected areas.

LP64.3 Sunken Graves

To **note** that due to heavy rainfall, more sunken graves have been identified and these have been scheduled into work rota to complete.

LP64.4 Cemetery Trees

To **note** phase 2 of the works has been completed and the work plan updated.

LP64.5 Peace Garden

To **note** the Peace Garden has now been levelled out and the waste has been removed.

The next stage is to remove guards from hedging at the bottom of the field, clear the undergrowth behind this hedging and back fill any gaps with additional hedging.

The Chair and Clerk are drafting a layout to include paths, raised beds, secluded areas and planting.

LP64.6 Concrete Rafts

To **consider** and **approve** the request of the Facilities Manager to release the funds from 1 April 2024 for the installation of concrete rafts as agreed at the Special Budget Meeting held on 18 December 2023.

The expenditure of up to £9,000 be taken from the Cemetery Long-term Development Fund EMR.

LP64.7 Grave Shuttering Equipment

To **consider** and **approve** the request of the Facilities Manager to release the funds from 1 April 2024 to purchase replacement grave shuttering

equipment as agreed at the Special Budget Meeting held on 18 December 2023.

The expenditure of up to £4,000 be taken from the Asset Replacement and Refurbishment EMR.

- LP64.8 Mowers
To **consider** and **approve** the request of the Facilities Manager to release the funds from 1 April 2024 for the purchase of 2 replacement mowers as agreed at the Special Budget Meeting held on 18 December 2023.
The expenditure of up to £2,000 to be taken from the Asset Replacement and Refurbishment EMR.

LP65 PLAY AREAS

- LP65.1 Barwic Parade
To **note** the CCTV installation has now been completed.

- LP65.2 Flaxley Road
To **note** general maintenance works are continuing.

- LP65.3 Wistow Road
To **note** general maintenance works are continuing.

LP66 1811 BUILDING

- LP66.1 Renovations
To **note** the tender information will be sent out in April.

LP67 TOWN HALL

- LP67.1 Arts Centre
To **consider** and **approve** the request of the Arts Officer to release funds from 1 April 2024 to replace the tungsten lighting with LED, new cabling/infrastructure and dedicated tech laptop as agreed at the Special Budget Meeting held on 18 December 2023.

The expenditure of up to £25,000 be taken from Asset Replacement and Refurbishment EMR.

LP68 CEMETERY CHAPELS

- LP68.1 Chapel
This is to be considered at item LP77

- LP68.2 Storage
The storage facility is to be considered at item LP76

LP69 BONDGATE COMMUNITY WOODLAND

LP69.1 Picnic Tables

To **note** 2 picnic tables have been ordered. The tables are made from recycled plastic and are accessible. The picnic tables cost £1,650 ex VAT each and deliver is £190 ex VAT The cost is to be taken from CIL receipts.

LP69.2 Mining Memorial Wheel

To **note** that Cllr Jack Proud has granted £5,000 from his North Yorkshire Locality Budget towards a memorial wall.

LP70 SCHEDULED WORKS

To **receive** the plan of current scheduled works. (Pages 16 to 17 attached).

LP71 CEMETERY LODGE

No updates

LP72 LONGMANN HILLS FARMHOUSE

To receive an update at the meeting on the heating and windows.

LP73 ASSET REGISTER

To **receive** the Asset Register. (Pages 18 to 19 attached).

LP74 TOWN COUNCIL ACTION PLAN

To **consider** the updates on the current projects and proposals: -

Provision of Allotments / Allotment standardisation – update at item LP63

Maintain / improve the cemetery grounds – update at item LP64

Develop area for Peace Garden – update at item LP64.5

Chapel restoration – LP77

Build new workshop / storage facility – update at item LP76.1

Complete Jubilee Path – planting – Scheduled for Spring 2024

Cemetery Tree Maintenance Plan – update at item LP64.4

Installation of Cemetery Path in ext. G & H – not yet started

Maintenance of play areas – update at item LP65

Maintenance of Town Hall – update at item LP67

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 LP66

Replacement of all remaining streetlights with LED – Not yet considered

Replacement of Town Council Van – to be considered at item LP78

Review policies and procedures – update at item LP62

LP75 PRIVATE SESSION

LP76 CEMETERY STORAGE

LP76.1 New Storage Facility
To **receive** and **consider** the Clerk's report (Pages 20 to 22 attached).

LP76.2 Containers
To **receive** and **consider** installing a hardstanding "wash bay" in front of the containers. (Page 23 attached).

LP77 CHAPELS

To **receive** and **consider** the fee proposal for the Building Regulations and Technical specifications from Native Architects in preparation to go out to tender (Pages 24 to 32 attached).

LP78 ELECTRIC VAN

To **receive** and **consider** purchasing a new electric vehicle. (Pages 33 to 34 attached).

LP79 DATE OF FUTURE MEETINGS

Monday 25 March 2024	Council
Monday 15 April 2024	Special Council Grants Meeting
Monday 29 April 2024	Council
Friday 10 May 2024	Market Working Group
Monday 13 May 2024	Finance & Staffing Committee
Wednesday 15 May 2024	Annual Town Meeting / Grants Presentation
Monday 20 May 2024	Annual Council & May Council
Monday 5 June 2024	Land & Property Committee