

Town Clerk  
Mrs G Bell

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19 March 2024

Dear Councillor

Selby Town Council,  
The Town Hall,  
York Street  
Selby YO8 4AJ  
Tel: 01757 708449  
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[admin@selbytowncouncil.gov.uk](mailto:admin@selbytowncouncil.gov.uk)

### **Town Council Meeting - Monday 25 March 2024**

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 25 March 2024, 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.*

*To ensure that all matters on this agenda are given due consideration we would ask councillors not to use IT equipment during council meetings for non-meeting activities.*

Yours sincerely

Clerk to the Council

To: All Town Councillors

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## **AGENDA**

### **182 PUBLIC QUESTIONS**

### **183 APOLOGIES FOR ABSENCE**

To **receive** any apologies for absence.

### **184 DISCLOSURES OF INTEREST**

### **185 MINUTES OF LAST MEETING**

#### **185.1 Minutes of Full Council Meeting**

To **confirm** as a correct record the minutes of the meeting of Council, held on 26 February 2024. (Pages 8 to 16 attached).

#### **185.2 Updates from last meeting**

185.2.1 To **receive** a response from North Yorkshire Council regarding Council's comments on the Local Plan. (Page 17 attached).

185.2.2 To **note** no election has been called following the advertisement of a vacancy and to **consider** co-opting a suitable person to fill the vacancy as soon as practically possible.

#### **185.3 Minutes of Town Hall Management Meeting**

To **note** that the Town Hall Management Meeting did not proceed due to it not being quorate.

#### **185.3.1 Town Hall Management Meeting – Items to be **considered** by council**

To **consider** giving the Arts Officer permission to book acts for 2025/26 on the basis of the same budget as 2024/25.

To **consider** approving the Arts Officer and the Chair delegated power to vet and appoint a consultant for the organisational review (Pages 18 to 19 attached).

#### **185.4 Minutes of Land and Property Meeting**

To **consider** and **approve** the recommendations from the Land and Property Committee meeting held on 18 March 2024. (Pages 20 to 28 attached).

**Item LP64.6 i. Recommend to step outside of Financial Regulations,**

- ii. Expenditure of up to £9,000 be approved to install Concrete Rafts by Gem Precast Ltd, and
  - iii. The cost to be taken from the Cemetery Long-term Development Fund.
- Item LP64.7
- i. Expenditure of £4,000 be approved to purchase Grave Shuttering Equipment from Teleshore Ltd, and
  - ii. The cost to be taken from the Asset Replacement and Refurbishment EMR.
- Item LP64.8
- i. Expenditure of up to £4,000 be approved to purchase two replacement mowers, and
  - ii. The cost to be taken from the Asset Replacement and Refurbishment EMR.
- Item LP76.1
- i. Approve in principle, subject to additional comparison quotations,
  - ii. Approve in principle, subject to planning permission being granted, and
  - iii. Once approved as above, costs be taken from the Cemetery Chapels/Storage EMR.
- Item LP77
- The fee proposal for the Building Regulations and Technical specifications from Native Architects in preparation to go out to tender be approved.
- Item LP78
- i. Recommend to step outside of Financial Regulations,
  - ii. To purchase a Ford Transit Leader 350M MWB L2H2 Electric from Stoneacre Dealers at a cost of £38,015.43, and
  - iii. To install a charging point at an estimated cost of £2,500 + VAT.

## 186 CORRESPONDENCE RECEIVED

None received.

## 187 ACCOUNTS

### 187.1 Payments

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, petty cash payments and credit card transactions between 1 – 29 February 2024 are attached for **consideration**. (Pages 29 to 32 attached).

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

Zurich Insurance - £11,925.84

ES Solutions - £4,188.00 - Picnic Table for Bondgate Woodland

### 187.2 Balances

The balance at the Unity Bank on 29 February 2024 was £735,266.06, the balance at the Lloyds Bank on 29 February 2024 was £9,694.47 and the value of the funds on term deposit are:

- £252,484.09 with Unity Trust Bank Savings Account
- £93,873.78 (Bid Market Valuation as of 29 February 2024, Mid-Market Valuation £95,593.08) with Churches, Charities and Local Authorities (CCLA) Property Fund – Prices taken from the CCLA website no longer sending reports.

### 187.3 Market Virement

The virement to transfer funds from the Market Budget to the Staffing Budget for March 2024 for £107.91 to be **considered** and **approved**.

<b>Virements – Market Waste Budget £1,300</b>		
Details 2023/24	Cost £	Balance against Budget
Balance B/F		£ 447.96
Mar 2024	£ 107.97	
Balance		£ 339.99

### 187.4 Wedding Virement

There is no virement to transfer funds from the Wedding Budget to the Staffing Budget for March 2024.

<b>Virements – Wedding Budget £1,800</b>		
Details 2023/24	Cost £	Balance against Budget
Balance B/F		£1,576.91
Mar 2024	£0	
Balance		£1,576.91

## 188 TRAINING

To **note** that the Deputy Clerk has completed the ILCA qualification.

## 189 BIG LOCAL

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

## 190 ONGOING ITEMS – CLERK UPDATE

### 190.1 Events

Wedding Show – Public attendance was very low for the wedding show despite being very well advertised.

Funeral Fair – Saturday 20 April - Unfortunately we have had to cancel the event due to insufficient interest from local businesses. We hope to try again for 2025.

190.2 Town Hall – No updates

190.3 Town Hall – Arts Centre – No updates

190.4 Town Hall – Office – No updates

190.5 Cemetery – No updates

190.6 Longmann Hills Farmhouse – No further updates

190.7 Market – 40 plus traders have confirmed so far for Easter Bank Holiday.

190.8 Play Areas – No further updates

190.9 Allotments – No further updates

190.10 Website – No further updates

190.11 Street Furniture – No further updates

190.12 1811 Building – No further updates

190.13 Highways – Streetworks were contacted regarding the signage for the recent road closures – no response received.

## 191 COMMUNITY ENGAGEMENT

To **note** the Community Engagement gazebo will again be present at the following events throughout 2024: -

Twilight Market – Friday 7 June

Family Fun Day – Sunday 23 June

Oktoberfest – Saturday 19 October

## 192 PLANNING CONSULTATION RESPONSES

192.1 To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 33 attached).

192.2 To **receive** and **consider** a response on the following Planning Application: **ZG2023/1266/FULM Change of use of land for siting 49 holiday lodges and provision of new internal roadway – Nature Reserve, Bawtry Road, Selby.** (Pages 34 to 49 attached).

[Documents for reference ZG2023/1266/FULM: Public Access \(selby.gov.uk\)](https://www.selby.gov.uk/documents/2023/1266/FULM:PublicAccess)

**193 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 194 to 195).

**194 SALARIES AND OVERTIME**

To **approve** the March 2024 Schedule of Salary Payments.

**195 SUPPORT FOR REFUGEES IN OUR COMMUNITY**

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

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

**Monday 8 April 2024**

**Monday 15 April 2024**

**Monday 29 April 2024**

**Friday 10 May 2024**

**Monday 13 May 2024**

**Wednesday 15 May 2024**

**Monday 20 May 2024**

**Environment Committee**

**Special Council Grants Meeting**

**Council**

**Market Working Group**

**Finance & Staffing Committee**

**Ann. Town Meeting/Grants Presentation**

**Ann. Council & Council**