



**MINUTES OF THE PROCEEDINGS OF SELBY TOWN COUNCIL  
HELD ON MONDAY 25 MARCH 2024 AT THE TOWN HALL, YORK  
STREET, SELBY**

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**PRESENT : Cllrs M Dyson, I Lawton, T Beharrell, F Matthews, R Harrison, C Laskey, S Andrew, M Davis, S Shaw-Wright, K Franks, K Arthur and M Lawton**

**182 PUBLIC QUESTIONS**

There were no members of the public present.

**183 APOLOGIES FOR ABSENCE**

Cllrs G Lockley, J Shaw-Wright, J Proud, W Nichols and H Davis.

**184 DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**185 MINUTES OF LAST MEETING**

**185.1 Minutes of Full Council Meeting**

The minutes of the meeting of Council, held on 26 February 2024 were considered.

**RESOLVED: That the minutes of the meeting of Council held on 26 February 2024 be approved as a correct record.**

**185.2 Updates from last meeting**

**185.2.1 The response from North Yorkshire Council regarding Council's comments on the Local Plan was received.**

A member of council requested that council members view and register their feedback on consultations that are held by North Yorkshire Council.

**185.2.2 It was noted that no election has been called following the advertisement of a vacancy. It was agreed that a suitable person will be co-opted in April.**

**RESOLVED THAT:**

- i. The update be noted, and**
- ii. That a suitable person will be co-opted in April.**

**185.3 Minutes of Town Hall Management Meeting**

It was noted that the Town Hall Management Meeting did not proceed due to it not being quorate.

**185.3.1 Town Hall Management Meeting**

The following items were considered by Council.

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

To approve the Arts Officer and the Town Hall Management Committee Chair delegated power to vet and appoint a consultant for the organisational review.

**RESOLVED THAT:**

- i. The update be noted.**
- ii. The Arts Officer is granted permission to book acts for 2025/26 on the basis of the same budget as 2024/25.**
- iii. The Arts Officer and the Town Hall Management Committee Chair are granted delegated power to vet and appoint a consultant for the organisational review.**

185.4 Minutes of Land and Property Meeting

The recommendations from the Land and Property Committee meeting held on 18 March 2024 were considered.

It was requested on LP63.1 point (iv) is amended to state that a report of inspections will be taken back to the next Land and Property meeting in June.

The Clerk stated that an amendment needs to be made to LP64.8 point (i) to change the amount from £4,000 to £2,000 for replacement mowers.

The Clerk updated that on point LP76.2, that 100mm of concrete is sufficient to withstand the weight of the machinery. Additional quotations were obtained for the wash bay with 150mm depth.

The first quote was £3,500 plus VAT, this was from the company that provided the initial quote, second was £4,350 plus VAT and third was £9,382 plus VAT. Council agreed to go with the first quote with the additional depth of 150mm.

The Clerk updated that the Facilities Manager will be getting a quote for a kick flap around the new storage facility, and also for fencing and hedging.

Cllr S Shaw-Wright updated that he would provide the funding for the Electric Vehicle charging point.

**RESOLVED THAT:**

- i. The minutes of the Land and Property Committee meeting held on 18 March 2024 be approved as a correct record, with the abovementioned amendments,
- ii. To appoint Flintons Landscaping to install a hardstanding “wash bay” with 150mm concrete at a cost of £3,500 + VAT and the cost to be taken from the EMR Efficiency Fund, and
- iii. The following recommendations be approved, with the abovementioned amendments:
  1. 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.
  2. 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.
  3. LP64.8
    - i. Expenditure of up to £2,000 be approved to purchase two replacement mowers, and
    - ii. The cost to be taken from the Asset Replacement and Refurbishment EMR.
  4. 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.
  5. LP77
 

The fee proposal for the Building Regulations and Technical specifications from Native Architects in preparation to go out to tender be approved.
  6. 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**

It was noted that there was no correspondence received.

## 187 ACCOUNTS

### 187.1 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 – 29 February 2024 were considered.

The following payments over £1,500 were approved

Zurich Insurance - £11,925.84

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

The following payments over £1,500 were added and approved

Powder & Paint - £1800 – Sandblast firework stands

Lindleys - £2136 – Dumper Truck hire for cemetery

Blazin' Fiddles - £2640 – Performance Fee

#### **RESOLVED: That**

- i. The list of payments between 1 – 29 February 2024 in the sum of £56,726.13, the sum of the credit card payments made between 1 – 29 February 2024 in the sum of £1,535.90 and the Petty Cash payments made between 1 – 29 February 2024 in the sum of £381.06 be approved, and**
- ii. The abovementioned payments over £1,500 be approved.**

### 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.

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

### 187.3 Market Virement

The virement to transfer funds from the Market Budget to the Staffing Budget for March 2024 for £107.91 was considered.

<b>Virements – Market Waste Budget £1,300</b>		
Details 2023/24	Cost £	Balance against Budget
Balance B/F		£ 447.96
Mar 2024	£ 107.91	
Balance		£ 340.05

**RESOLVED: That the virement to transfer funds from the Market Budget To the Staffing Budget for March 2024 be approved.**

#### 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

It was noted that the Deputy Clerk has completed the ILCA qualification. Councillors congratulated the Deputy Clerk on her achievement.

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

#### 189 BIG LOCAL

Cllr M Davis provided an update on the building works.

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

#### 190 ONGOING ITEMS – CLERK UPDATE

##### 190.1 Events

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

A member of council requested that the Eventbrite system is looked at if used again. On the day of the show it was showing as sold out so this may have prevented people from attending.

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 – 50 traders have confirmed for Easter Bank Holiday.

190.8 Play Areas – No updates

190.9 Allotments – No updates

190.10 Website – No updates

190.11 Street Furniture – No updates

A member of council requested that the benches at the front of Selby Abbey are replaced as they are beyond the state of repair.

190.12 1811 Building – No updates

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

**RESOLVED THAT:**

- i. The updates be noted,
- ii. That the Eventbrite system is reviewed for future events so that it does not show as sold out, and
- iii. That quotes are obtained to replace the benches at the front of Selby Abbey.

**191 COMMUNITY ENGAGEMENT**

It was noted that 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

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

**192 PLANNING CONSULTATION RESPONSES**

192.1 The Clerk reported on Planning Consultations dealt with under delegated authority since the last meeting of Council.

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

192.2 The 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** was received and considered.

The following responses were made by council:

- There are no footpaths that lead to the site.
- Consideration should be made to the T-junction proposal.
- Insist that a full tree survey is completed.

- To question the use of the pond/lake for disposal of surface water. This will be contaminated water going into the lake. If the level of the lake rises the overflow will cause the area to flood.
- The disposal of sewage should be via connection to the drainage system.
- Is there a requirement for how long these lodges must be empty – the proposal is for holiday lodges.
- A wheel wash should be considered during the building works to prevent mud getting onto the highway.
- On the Site Visit section it is stated that it is not visible but this is incorrect. A site visit is required.
- The number of parking spaces should be reviewed. 55 spaces for 49 lodges does not seem to be sufficient if families bring multiple cars.
- Is the Biodiversity net gain scheme available for this and if so will funds be available to the Town Council.
- Has the biodiversity of the site been considered.
- Question the number of staff that would be employed on site. If these are holiday lets then one member of staff does not seem sufficient for cleaning and maintenance of the site.

**RESOLVED THAT:**

- The planning application was received, and**
- The Clerk responds with the above comments.**

**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**

The March 2024 Schedule of Salary Payments were presented for approval.

**RESOLVED: That the March 2024 Schedule of Salary Payments be approved.**

**195 SUPPORT FOR REFUGEES IN OUR COMMUNITY**

There was no update.

**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**

**Environment Committee  
Special Council Grants Meeting  
Council  
Market Working Group**



**Monday 13 May 2024**  
**Wednesday 15 May 2024**  
**Monday 20 May 2024**

**Finance & Staffing Committee**  
**Ann. Town Meeting/Grants Presentation**  
**Ann. Council & Council**