

Town Clerk
Mrs G Bell

Tel No 01757 708449
E-Mail: g.bell@selbytowncouncil.gov.uk



23 April 2024

Dear Councillor

Selby Town Council,
The Town Hall,
York Street
Selby YO8 4AJ
Tel: 01757 708449
Email:
admin@selbytowncouncil.gov.uk

Town Council Meeting - Monday 29 April 2024

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 29 April 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

197 PUBLIC QUESTIONS

198 APOLOGIES FOR ABSENCE

To **receive** any apologies for absence.

199 DISCLOSURES OF INTEREST

200 MINUTES OF LAST MEETING

200.1 Minutes of Full Council Meeting

To **confirm** as a correct record the minutes of the meeting of Council, held on 25 March 2024. (Pages 7 to 15 attached).

200.2 Updates from last meeting

To **note** quotations have been received to replace the wooden benches on the Market Place, in front of the Abbey. These will be considered at the Finance & Staffing Committee in May.

200.3 Minutes of Environment Committee

To **consider** and **approve** the recommendations from the Environment Committee meeting held on 8 April 2024. (Pages 16 to 18 attached).

Item: E4.1 - That the Nature Recovery Plan is adopted.

E4.2 - That once the above items are complete, the badge is presented to full council for adoption.

E5.1 - That the Climate Action Plan is published as a working document that will be added to as actions are agreed.

200.4 Minutes of Special Grants Meeting

To **confirm** as a correct record the minutes of the Special Grants Meeting, held on 17 April 2023. (Pages 19 to 21 attached).

201 CORRESPONDENCE RECEIVED

There has been no correspondence received.

202 ACCOUNTS

202.1 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 – 31 March 2024 are attached for **consideration**. (Pages 22 to 26 attached).

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

YLCA - £1,837.00 – Annual Subscription

CreateTVT - £4,565.00 – Town Hall News (Newsletter)

Native Architects - £3,296.10 – Planning Application for Cemetery Storage

Carlton Main Frickley Colliery Band - £2,159.25 – Performance Fee

AR Entertainments - £2,514.00 – Rides for Funday

202.2 Balances

The balance at the Unity Bank on 31 March 2024 was £676,493.81, the balance at the Lloyds Bank on 31 March 2024 was £9,724.87 and the value of the funds on term deposit are:

- £54,154.89 with Unity Trust Bank Savings Account (Instant Access)
- £100,000.00 with Unity Trust Bank (6 month account)
- £100,000.00 with Unity Trust Bank (12 month account)
- £93,779.73 (Bid Market Valuation as of 31 March 2024, Mid-Market Valuation £95,256.20) with Churches, Charities and Local Authorities (CCLA) Property Fund – (Page 27 attached).

202.3 Market Virement

To **note** that the waste collection has been removed from the market. The traders are now responsible for taking any waste away with them. Therefore there is no longer a market virement.

202.4 Wedding Virement

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

Virements – Wedding Budget £500		
Details 2024/25	Cost £	Balance against Budget
Balance b/fwd.		£500.00
Apr 2024	£0	
Balance		£500.00

203 TRAINING

To **note** the following training has been completed:

Role	Training	Date Completed
Clerk	Office 365	4.4.24

Deputy Clerk	Induction for New Clerks	4.4.24
Clerk	Project Management	17.4.24

204 BIG LOCAL

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

205 ONGOING ITEMS – CLERK UPDATE

205.1 Events

Twilight Market – Event fully booked.

Fun Day – Planning completed.

Food & Drink Festival – Planning under way.

Beer Festival – Planning has started and tickets are on sale.

205.2 Town Hall – No updates.

205.3 Town Hall – Arts Centre – Great publicity from the Look North Mayoral debate.

205.4 Town Hall – Office – Item 209.

205.5 Cemetery – Selby & District Beekeepers have donated a tree to the Cemetery to celebrate 150 years of the British Beekeepers Association. The tree planting ceremony is to take place on Wednesday 24 April and the Mayor will be in attendance.

205.6 Longmann Hills Farmhouse – No updates.

205.7 Market – Unfortunately due to the poor weather not all the traders turned up.

205.8 Play Areas – No updates.

205.9 Allotments – Continuous rain has meant that the allotments are suffering from flooding. Unfortunately due to the saturated ground and high water table there is nothing the Council can do to alleviate the problems.

205.10 Website – A trial calendar has been set up on the website and the staff are working to populate it to enable a final test before it goes live. Along with Council meetings/events, residents will also be able to submit events to be approved before being added to the calendar.

205.11 Street Furniture – Nothing to add.

205.12 1811 Building – No updates.

205.13 Highways – No updates.

206 COMMUNITY ENGAGEMENT

To **note** the Community Engagement gazebo was present at the Monday Market on 22 April 2024 for Earth Day. The footfall was quiet due to the weather, but some members of the public did stop to speak with us about various items.

To **note** that the Community Engagement gazebo will be present at the following events:

Twilight Market – Friday 7 June

Family Fun Day – Sunday 23 June

Oktoberfest – Saturday 19 October

207 SELBY ABBEY PRIMARY SCHOOL CROSSING PATROL

To **receive** and **consider** the report from the Deputy Clerk regarding the school crossing patrol at Selby Abbey Primary School. (Page 28 attached).

208 PLANNING CONSULTATION RESPONSES

To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 29 to 30 attached).

209 OFFICE PUBLIC OPENING HOURS

To **receive** and **consider** the Clerk's report (Page 31 attached).

210 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 211 to 213).

211 SALARIES AND OVERTIME

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

212 SUPPORT FOR REFUGEES IN OUR COMMUNITY

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

213 STAFF UPDATE

To **note** the Resource Assistant commenced employment with the Council on Monday 22 April 2024.

To **note** that one of the caretakers will officially retire on 21 May 2024. The Clerk has started the process to recruit a replacement.

214 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Friday 10 May 2024

Monday 13 May 2024

Wednesday 15 May 2024

Monday 20 May 2024

Monday 2 June 2024

Monday 24 June 2024

Market Working Group

Finance & Staffing Committee

Ann. Town Meeting/Grants Presentation

Ann. Council & Council

Land & Property Committee

Council