

**Town Clerk
Mrs G Bell**

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27 August 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 2 September 2024 at 7.00pm** at the Town Hall, York Street, Selby.

Yours sincerely

G Bell

Gill Bell
Town Clerk

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

All Councillors for information.

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AGENDA

LP24 APOLOGIES FOR ABSENCE

LP25 DISCLOSURE OF INTERESTS

LP26 MINUTES

LP26.1 To receive the minutes of a meeting of the Land and Property Committee held on 3 June 2024. These minutes have previously been ratified at Council on 24 June 2024. (Pages 9 to 16 attached).

LP26.2 Updates from the last meeting
Lightning Conductor – A contractor has been out to survey the Town Hall and a report is awaited. To **note** this is being regularly chased up.

LP27 COUNCIL POLICIES

LP27.1 Policy Review Table
To **receive** the Policy Review Table. (Page 17 attached).
To **note** there are no policies due for review.

LP28 ALLOTMENTS

LP28.1 Current Waiting List
To **note** the current waiting lists:

Stonebridge – 1 person – to keep on waiting list but currently working away

Pymbles – 4 people – includes the 1 person also on the Stonebridge list.

Westbourne – 2 people – includes the 1 person as above

LP28.2 Current Status of Allotments
Pymbles

Plot No.	Status of Plot
9a	Available to let
14a	Available to let
33b	Needs clearing (Contractor)
34a	Needs clearing (Contractor)
34b	Needs clearing (Contractor)
35a	Needs clearing (Contractor) before being split
37	Available to let

Stonebridge

Plot No.	Status of Plot
18a	Available to let
18c	Available but back half of plot boggy
21c	Available to let
30	Needs clearing (Contractor) before being split
31a	Available but plot boggy
31b	Available but plot boggy
36c	Available to let
37a	Needs clearing (Contractor)
45	Available to let
47	Available to let
53	Available to let

Westbourne

Plot No.	Status of Plot
3c	Available to let
27a	Available to let
31b	Available to let
32b	Available to let

LP28.3 Allotment Agreement
To **note** the Clerk confirms that the following statement is included in the “Your Responsibilities” document issued to all tenants: -

“New plot holders are charged for part of the tenancy year.”

LP28.4 Annual Allotment Fees
To **consider** the annual fees for 2026 (Page 18 attached).

LP29 CEMETERY

LP29.1 Farm Field
To **note** that two gates have been installed on the perimeter fence.

LP29.2 Cemetery Paths
To **note** that the Unpaid Workforce are continuing to edge the paths and that the Resource Team continue to pressure wash the paths as part of their work plan.

LP29.3 Sunken Graves
To **note** the topping up process continues.

LP29.4 Cemetery Trees
To **note** several trees were damaged, including one being uprooted, during Storm Lillian on Friday 23 August. Luckily the damage occurred around 7am and no one was injured. As soon as the damage was noted the Cemetery was closed to the public. The Clerk and Facilities Supervisor walked round the cemetery and checked the damage. Unfortunately the apiary was catastrophically damaged by an uprooted tree, and there were further very large branches / sections of trees brought down by the wind. The cemetery was re-opened in the evening following an inspection and removal of the trees by the tree surgeon.

LP29.5 Peace Garden
No updates.

LP29.6 Concrete Rafts
To **note** the works have started.

LP29.7 Apiary
To **note** that a further complaint from a resident had been received.

To **note** that the apiary was totally destroyed by a tree being uprooted during Storm Lillian. The tree surgeon attended with his team and spent the day clearing the tree from the site, along with others in the cemetery.

The apiary manager updated that they had made the site as safe as they possibly could. They also removed all the beehives to a temporary apiary at Hemingbrough.

At the time of writing he had not been able to check the health of the colonies, but four appeared okay as they just got knocked over onto their sides with the frames remaining inside. Two colonies had been completely crushed by the trunk of the tree and, whilst there were bees still present, it was feared that they may have lost their queens.

The committee has set up a JustGiving page in an effort to raise funds to rebuild the apiary, they are going to organise a meeting shortly to discuss going forward.

LP30 **PLAY AREAS**
LP30.1 Barwic Parade

To **note** that the contractors have been instructed to make the repairs to the Adult Bench Press equipment.

LP30.2 Flaxley Road
No updates to report.

LP30.3 Wistow Road
To **receive** and **consider** an email from a resident. (Page 19 attached).

LP31 1811 BUILDING

LP31.1 Renovations

To **note** Ebor Construction Ltd were appointed to carry out the approved repairs / renovations, and a start date is expected before the end of September..

LP31.2 Tree

To **note** that a tree in the adjacent grounds is infringing the guttering on the boiler house. A tree surgeon has advised that the tree needs crown lifting and provided a quotation. As the tree is in the conservation area, planning permission to crown lift the tree is required. The Clerk has contacted the owners of the property where the tree is situated, and also North Yorkshire Planning. North Yorkshire Planning have advised that an application should be submitted through the planning portal.

LP31.3 Food Bank

To **note** that the lease is in place until 31 January 2026.

LP32 TOWN HALL

LP32.1 Office

To **note** that the office carpet has been replaced at a cost of £2,130.00 ex VAT.

LP32.2 Arts Centre – Lighting

To **note** the report will be presented to a future Land & Property Committee meeting following the organisational review which is to be considered at the next Town Hall Management Committee meeting.

LP33 CEMETERY CHAPELS

LP33.1 Chapels

To **receive** a verbal update from the Chair of Council.

LP33.1.1 The Clerk has provided costs incurred to date. (Page 20 attached).

LP33.2 Storage

To **note** the planning application has been re-submitted following the Net Gain Biodiversity report. The report concludes that eight Native trees will need to be planted in the cemetery to meet the standards.

LP33.2.1 The Clerk has provided the costs incurred to date. (Page 21 attached).

LP34 BONDGATE COMMUNITY WOODLAND

LP34.1 Memorial Wheel

To **note** two quotations were received to construct the Mining Memorial Wall. NYC Planning Department confirmed that no additional planning was required. The quotation received from Fairfax Plant Hire was approved by the Chair and Leader of the Council at a cost of £4995 + VAT.

LP35 SCHEDULED WORKS

To **note** that the Facilities Manager has provided a plan of current scheduled works. (Pages 22 to 23 attached).

LP36 CEMETERY LODGE

No updates.

LP37 LONGMANN HILLS FARMHOUSE

LP37.1 Windows

To **consider** the update from the Clerk. (Page 24 attached).

LP37.2 Heating

To **consider** the update from the Clerk. (Page 25 to 26 attached).

LP38 ASSET REGISTER

To **receive** and **consider** the Asset Register. (Pages 27 to 30 attached).

LP39 TOWN COUNCIL ACTION PLAN

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

Provision of Allotments / Allotment standardisation – update at item LP28

Maintain / improve the cemetery grounds – update at item LP29

Develop area for Peace Garden – update at item LP29.5

Chapel restoration – update at item LP33.1

Build new workshop / storage facility – update at item LP33.2

Complete Jubilee Path – planting – Scheduled for Autumn 2024

Cemetery Tree Maintenance Plan – update at item LP29.4

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

Maintenance of Play Areas – update at item LP30

Maintenance of Town Hall – update at item LP32

Replacement of Town Hall heating system – Not yet considered

Maintenance of the 1811 Building – update at item LP31.1

Replacement of all remaining street lights with LED – Not yet considered

Replacement of Town Council Van – The van has been placed on order and is expected to be delivered September 2024.

Review policies and procedures – update at item LP27

LP40 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 (LP41)

LP41 MV HEBRIDIAN ISLES

To **note** the MV Hebridean Isles, which was built at Cochrane's shipyard, is to be withdrawn from service and scrapped. The Town Council is hopeful of obtaining some part of the ship to commemorate its launch.

LP42 DATE OF FUTURE MEETINGS

Thursday 5 September 2024

Monday 9 September 2024

Monday 30 September 2024

Monday 7 October 2024

Monday 21 October 2024

Monday 28 October 2024

Monday 25 November 2024

Monday 2 December 2024

Markets Working Group

**Health, Safety & Welfare W. Group
Council**

Environment Committee

**Finance & Staffing Committee
Council**

Council

Land & Property Committee