

Town Clerk
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22 October 2024

Dear Councillor

Selby Town Council,
The Town Hall,
York Street
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Town Council Meeting - Monday 28 October 2024

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 28 OCTOBER 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

G Bell

Clerk to the Council

To: All Town Councillors

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AGENDA

87 PUBLIC QUESTIONS

88 APOLOGIES FOR ABSENCE

To **receive** any apologies for absence.

89 DISCLOSURES OF INTEREST

90 CO-OPTION

To **consider** any nominations for co-option.

91 MINUTES OF LAST MEETING

91.1 Full Council

To **confirm** as a correct record the minutes of the meeting of Council, held on 30 September 2024. (Pages 8 to 16 attached).

91.2 Updates from last meeting

Economic Development

The Clerk has written to BT and NYC Planning Enforcement team regarding the condition of the building on Portholme Road. No responses have been received.

91.3 Environment Committee

To **consider** and **approve** the recommendations from the Environment Committee meeting, held on 7 October 2024. (Pages 17 to 21 attached).

RECOMMENDATION TO COUNCIL THAT:

E18 FRIENDS OF GROUPS

- i. **Signage is displayed at the entrance to Bondgate Woodland to promote the space.**

91.4 Finance and Staffing Committee

To **consider** and **approve** the recommendations from the Finance and Staffing Committee meeting, held on 21 October 2024. (Pages 22 to 29 attached).

RECOMMENDATION TO COUNCIL THAT:

- FS23.1** That the unallocated balance of £ 44,046.99 be moved into the Asset Replacement / Refurbishment EMR.
- FS25** The CCLA Property Fund Dividends £6,204.47 from 2023/24 be invested in the Deposit account.
- FS27.2**
- i. The Early Retirement Policy be approved, and
 - ii. The review date be set for 3 years.
- FS27.3**
- i. The Injury Payment Scheme be approved, and
 - ii. The review date be set for 3 years.
- FS27.4**
- i. The LGPS Discretions Policy be approved, and
 - ii. The review date be set for 3 years.
- FS27.5**
- i. The Corporate Risk Policy be approved with agreed amendments, and
 - ii. The review date be set for 1 year
- FS27.6**
- i. The Financial Strategy be approved with the agreed amendments, and
 - ii. The review date be set for 1 year.
- FS28**
- i. HSW4 The Lone Working Policy be approved, and the review date be set for 3 years, and
 - ii. HSW8 PAT testing equipment be purchased up to a value of £1,000, and the Facilities Manager research suitable training to use the equipment.
- FS31** The Business Plan be approved and that it is reviewed annually at Council.
- FS35**
- i. To agree in principle to recommend borrowing up to £700,000 from the Public Works Loan Board over a maximum of 30 years,
 - ii. The approval in principle does not authorise the Clerk to apply for the loan but to start the initial process, and
 - iii. The following resolution to borrow be recorded:-

At the Selby Town Council meeting of 28 October 2024, it was RESOLVED to seek the approval of the Ministry of Housing, Communities & Local Government to apply for a PWLB loan of up to £700,000 over the borrowing term of 30 years for the refurbishment of the North and South Chapels. The annual loan repayments will come to around £48,000.

It is also intended to increase the council tax precept for the purpose of the loan repayments. This will be subject to a precept increase consultation.

92 CORRESPONDENCE RECEIVED

There has been no correspondence received.

93 ACCOUNTS

93.1 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 – 30 September 2024 are attached for **consideration**. (Pages 30 to 33 attached).

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

Fairfax Plant Hire - £5,994.00 – Supply and Build Miners Memorial Wall (A NYC Locality Grant was received to cover the cost of this item).

Stoneacre Motor Group - £44,534.16 – New electric van

93.2 Balances

The balance at the Unity Bank on 30 September 2024 was £972,325.92, the balance at the Lloyds Bank on 30 September 2024 was £13,051.22 and the value of the funds on term deposit are:

- £156,950.18 with Unity Trust Bank Savings Account (Instant Access)
- £100,000.00 with Unity Trust Bank (12 month account)
- £93,446.33 (Bid Market Valuation as of 30 September 2024, Mid-Market Valuation £94,917.57) with Churches, Charities and Local Authorities (CCLA) Property Fund – (Page 34 attached)

To **note** that the 6 month account with Unity Trust Bank matured on 30 September 2024, the balance and interest £102,038.36 was paid to the Unity Trust Savings Account (Instant Access).

93.3 Wedding Virement

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

Virements – Wedding Budget £500		
Details 2024/25	Cost £	Balance against Budget
Balance b/fwd.		£126.62
Oct 2024	£0.00	
Balance		£126.62

94 TRAINING

To **note** the following training has been completed this month.

Role	Training	Date Completed
Clerk	Develop a H & S Management System	03/10/24
Facilities Supervisor	Bush cutter and trimmer	17/10/24
Resource Assistant	Bush cutter and trimmer	17/10/24

95 BIG LOCAL

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

96 POLICIES TO BE REVIEWED

96.1 Standing Orders

To **receive** and **consider** the Standing Orders. The Clerk has updated these in line with NALC. (Pages 35 to 53 attached).

97 ONGOING ITEMS – CLERK UPDATE

97.1 Events

Oktoberfest – This was very well attended. The pumpkins and face painting were very popular.

Bonfire/Fireworks Event – Saturday 2 November – All planning complete.

Remembrance Service – Selby Abbey – Sunday 10 November – Planning well underway

Remembrance Service – Selby Cemetery – Monday 11 November - Planning well underway. There will be 174 children attending from eight schools.

97.2 Town Hall – No updates.

97.3 Town Hall – Arts Centre – To note that the comedy performances are continuing to sell well, better than pre-covid, however the music performances have not reached pre-covid peak. The brochure is becoming less relevant and ticket sales are steady leading up to the show.

97.4 Town Hall – Office – No updates

97.5 Cemetery – The concrete rafts have now been installed.

97.6 Longmann Hills Farmhouse – No further updates.

97.7 Market – No updates

97.8 Play Areas – No further vandalism to report.

97.9 Allotments – Vacancies on all sites – tenants giving up their plots due to illness, aging, or no longer being able to commit.

97.10 Website – Continuing to update and ensure compliance with the accessibility requirements. This means that all documents, photos etc must have a title, description and ALT text.

97.11 Street Furniture – The new benches for the Market Place have arrived and will be installed in time for Remembrance Sunday.

97.12 1811 Building – The painting has now been completed.

97.13 Highways – The Clerk is to attend a Parish / Town Council Workshop at Selby

Highways Depot on 7 November to receive some very important updates.

98 COMMUNITY ENGAGEMENT

To **note** that the Community Engagement gazebo was present at Oktoberfest.

99 PLANNING CONSULTATION RESPONSES

To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Pages 54 to 55 attached).

100 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 101 to 102).

101 SALARIES AND OVERTIME

To **approve** the August and October 2024 Schedule of Salary Payments.

102 SUPPORT FOR REFUGEES IN OUR COMMUNITY

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

103 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 25 November 2024	Council
Monday 2 December 2024	Land & Property Committee
Monday 16 December 2024	Council Special Budget Meeting
Monday 13 January 2024	Environment Committee
Monday 27 January 2024	Council