

Town Clerk
Mrs G Bell

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19 November 2024

Dear Councillor

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

Town Council Meeting - Monday 25 November 2024

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 25 November 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

104 PUBLIC QUESTIONS

105 APOLOGIES FOR ABSENCE

To **receive** any apologies for absence.

106 DISCLOSURES OF INTEREST

107 MINUTES OF LAST MEETING

107.1 Full Council

To **confirm** as a correct record the minutes of the meeting of Council, held on 28 October 2024. (Pages 8 to 15 attached).

107.2 Updates from last meeting

Economic Development – NYC Enforcement have confirmed that they have written to Openreach and will advise when they have received further communications.

108 CORRESPONDENCE RECEIVED

108.1 Selby Womblers

Selby Womblers have thanked the Council for their Grant. They have just received their litter pickers and hoops.

108.2 Keir Mather MP

Keir Mather wrote to Selby Town Council to thank all of the Town Council staff who were involved in the Remembrance events on Sunday.

108.3 Community Trust

To **receive** and **consider** the request from the Community Trust. (Page 16 attached).

109 ACCOUNTS

109.1 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 October 2024 are attached for **consideration**. (Pages 17 to 21 attached).

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

Celtic Fireworks - £3880.50 – Fireworks

Worknest - £4,043.94 – Health & Safety Year 2

Demsey Dyer - £3,375.77 – Windows at the Farmhouse

Marcus Taperell Tree Surgery - £1,920.00 – Works in Cemetery after storm

Marcus Taperell Tree Surgery - £3,744.00 – Scheduled work (Phase 2B)

109.2 Balances

The balance at the Unity Bank on 31 October 2024 was £882,620.76, the balance at the Lloyds Bank on 31 October 2024 was £12,681.22 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)
- £93,620.05 (Bid Market Valuation as of 31 October 2024, Mid-Market Valuation £95,094.00) with Churches, Charities and Local Authorities (CCLA) Property Fund – (Page 22 attached)

109.3 Wedding Virement

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

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

110 TRAINING

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

Role	Training	Date Completed
Clerk	CCTV Compliance	31.10.24

111 BIG LOCAL

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

112 POLICIES TO BE REVIEWED

112.1 Grants Policy

To **receive** and **consider** the Grants Policy. The Clerk has not suggested any changes to this policy. (Pages 23 to 34 attached).

113 ONGOING ITEMS – CLERK UPDATE

113.1 Events

Bonfire/Fireworks Event – Saturday 2 November – A successful event, very well attended.

Remembrance Service – Selby Abbey – Sunday 10 November – The event went very well. The Abbey was full and lots of members of the community attended the Town Hall afterwards.

Remembrance Service – Selby Cemetery – Monday 11 November – The service went very well and was well attended with around 170 students, veterans, serving members of the armed forces and members of the public.

Christmas Market and Light Switch On – Saturday 30 November – Over 40 stalls, live music and entertainment all day. The lights will be switched on at 4pm.

Holocaust Memorial Day – Monday 27 January – The date has been confirmed with the Abbey. Invitations to be sent to the schools early December.

113.2 Town Hall – No updates.

113.3 Town Hall – Arts Centre – No updates.

113.4 Town Hall – Office – To note that the office will be closed for Christmas from 4pm on Christmas Eve until 10am on Thursday 2 January 2025.

113.5 Cemetery – No updates.

113.6 Longmann Hills Farmhouse – No updates.

113.7 Market – No updates

113.8 Play Areas – No updates.

113.9 Allotments – A number of plots remain vacant on all sites. These are being advertised.

113.10 Website – The Chapels public consultation is now live on the website.

113.11 Street Furniture – The new benches on the Market Place have been well received by members of the community.

113.12 1811 Building – The building works have now been completed.

113.13 Highways – The Deputy Clerk attended a training session put on by NYC Highways at their depot. They informed that the Parish Portal was being taken out of action and would not be replaced. All Town and Parish Councils will now report issues via the customer portal from 11 December 2024.

114 INTERNAL AUDIT REPORT

To **receive** the report from the internal auditor. (Report to be tabled).

115 COMMUNITY ENGAGEMENT

To **note** that the dates for the Community Engagement gazebo will be communicated in January 2025.

116 PLANNING CONSULTATION RESPONSES

116.1 Planning Consultation Responses

To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Pages 35 to 36 attached).

116.2 Planning Application

To **receive** and **consider** a response on the following planning application: **ZG2024/1055/COU Change of use from a former nightclub (Sui generis) to a hotel (C1). The Square Bar And Club 81 - 83 Micklegate Selby.**
[Documents for reference ZG2024/1055/COU: Public Access](#)
(Page 37 attached).

116.3 Planning Application

To **receive** and **consider** a response on the following planning application: **ZG2024/1081/LBC Listed building consent for minor alterations to internal layout and the reestablishment of a previous opening on the ground floor and the creation of a new opening on the first floor to enable connection to a neighbouring building for the expansion of a hotel business. The Square Bar And Club, 81 - 83 Micklegate, Selby.**
[Documents for reference ZG2024/1081/LBC: Public Access](#)
(Page 38 to 39 attached).

116.4 Planning Application

To **receive** and **consider** a response on the following planning application: **ZG2024/1132/S73 Section 73 application to vary condition 02 (plans) of approval 022/0330/FUL Conversion and extension of public house to create 4 No town houses with communal rear garden area. Dr Inks, Ousegate, Selby.**
[Documents for reference ZG2024/1132/S73: Public Access](#)
(Page 40 to 41 attached).

116.5 Planning Application

To **receive** and **consider** a response on the following planning application: **ZG2024/1165/LBC Listed building consent for change of use of public house into 4 No town houses with communal rear garden area. Dr Inks, Ousegate, Selby.**
[Documents for reference ZG2024/1165/LBC: Public Access](#)
(Page 42 to 43 attached).

117 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 118 to 119).

118 SALARIES AND OVERTIME

118.1 Schedule of Salary Payments

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

118.2 Pay Award

To **note** the NJC 2024/25 Pay Award has been paid to all staff. This has been backdated to 1 April 2024/25.

119 SUPPORT FOR REFUGEES IN OUR COMMUNITY

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

120 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 2 December 2024	Land & Property Committee
Monday 16 December 2024	Council Special Budget Meeting
Monday 13 January 2025	Environment Committee
Monday 27 January 2025	Council
Monday 10 February 2025	Finance & Staffing Committee