



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY
TOWN COUNCIL HELD MONDAY 28 OCTOBER 2024 AT THE
TOWN HALL, YORK STREET, SELBY**

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

87 PUBLIC QUESTIONS

There were no members of the public in attendance.

88 APOLOGIES FOR ABSENCE

Cllrs J Proud and C Middlebrook.

89 DISCLOSURES OF INTEREST

There were no disclosures of interest.

90 CO-OPTION

Cllr M Davis nominated Richard Pope for the council member vacancy. This was seconded by Cllr R Harrison. A vote was taken and the nomination was carried.

RESOLVED: That Richard Pope is co-opted into the council member vacancy.

91 MINUTES OF LAST MEETING

91.1 Full Council

The minutes of the meeting of Council, held on 30 September 2024 were considered.

RESOLVED: That the minutes of the meeting of Council held on 30 September 2024 be approved as a correct record.

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.

RESOLVED: That the update be noted.

91.3 Environment Committee

The recommendations from the Environment Committee meeting, held on 7 October 2024 were considered.

RESERVED THAT:

- i. **The minutes of the Environment Committee meeting held on 7 October 2024 be approved as a correct record, and**
- ii. **The following recommendation be approved.**

E18 FRIENDS OF GROUPS

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

91.4 Finance and Staffing Committee

The recommendations from the Finance and Staffing Committee meeting, held on 21 October 2024 were considered.

Cllr W Nichols advised that the pay award for 2024 has been agreed and that this should be paid and backdated to April in December salary.

RESOLVED THAT:

- i. **The minutes of the Finance and Staffing Committee meeting held on 21 October 2024 be approved as a correct record,**
- ii. **That the pay award for 2024 to be paid and backdated to April in December salary, and**
- iii. **The following recommendation be approved.**

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

The Clerk updated that an email had been received from the Soroptomists. They thanked council for allowing them to display ribbons on the Town Hall railings and clarified that they are for the 16 days of activism where Soroptomists are asked to Orange the world: to stop violence against women. They have asked if they can display posters at either end of the display explaining what the ribbons are in support of.

RESOLVED THAT:

- i. The update be noted, and**
- ii. That council are happy for the posters to be displayed.**

93 ACCOUNTS

93.1 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 – 30 September 2024 were considered.

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

RESOLVED THAT:

- i. **The list of payments between 1 – 30 September 2024 in the sum of £74,834.57, the credit card payments made between 1 – 30 September 2024 in the sum of £1,640.21 and the Petty Cash payments made between 1 – 30 September 2024 in the sum of £211.10 be approved, and**
- ii. **The abovementioned payments over £1,500 be approved.**

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).

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

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

RESOLVED: That the update be noted.

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

RESOLVED: That the update be noted.

95 BIG LOCAL

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

96 POLICIES TO BE REVIEWED

96.1 Standing Orders

The Standing Orders were received. It was noted that the Clerk has updated these in line with NALC.

The following amendments were agreed:

- 1.4 – ref to 1.6 to be changed to 1.3
- 1.6.11 – indented
- 2.1 and 2.2 swapped
- 5.6.1 and 5.6.2 – duplicate removed
- 6.5.10 – residing amended to presiding
- 14 – numbering corrected
- 21.1 – ‘his’ changed to ‘their’

These will be reviewed again at the annual meeting of council in May 2025.

Council requested that an agenda is sent to the MP Keir Mather each month.

RESOLVED THAT:

- i. **The updates and amendments be approved,**
- ii. **That it was noted that the policy will be reviewed at the annual meeting of council in May 2025, and**
- iii. **That the Clerk will send a Council agenda to the MP Keir Mather every month.**

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.

RESOLVED: That the updates be noted.

98 COMMUNITY ENGAGEMENT

It was noted that the Community Engagement gazebo was present at Oktoberfest.

A member of council suggested designing a questionnaire to be used at the events to assist with collecting information.

RESOLVED THAT:

- i. **The update be noted, and**
- ii. **A questionnaire is designed to be used at future events.**

99 PLANNING CONSULTATION RESPONSES

The report on Planning Consultations dealt with under delegated authority since the last meeting of Council was received.

RESOLVED: That the update be noted.

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

The August and October 2024 Schedule of Salary Payments were approved.

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

102 SUPPORT FOR REFUGEES IN OUR COMMUNITY

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

102.1 ANTI-SOCIAL BEHAVIOUR

Council discussed the recent issues that have occurred in the Town. They requested that the Clerk writes to the York and North Yorkshire Police, Fire and Crime Commissioner regarding the issue and the number of PCSOs in the Town and the CCTV coverage.

RESOLVED THAT: The Clerk writes to the York and North Yorkshire Police, Fire and Crime Commissioner regarding the anti-social behaviour in the Town.

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