



MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY TOWN COUNCIL HELD MONDAY 27 JANUARY 2025 AT THE TOWN HALL, YORK STREET, SELBY

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

128 PUBLIC QUESTIONS

There was a member of the public in attendance who raised an issue regarding a dispute about a new build property that he owned. Council advised that they have no control regarding building regulations, but requested that the Clerk writes to the property developer regarding the concerns that have been raised.

RESOLVED: That the Clerk writes to the property developer regarding the concerns that have been raised.

129 APOLOGIES FOR ABSENCE

Cllrs W Nichols and H Davis.

130 DISCLOSURES OF INTEREST

There were no disclosures of interest.

131 MINUTES OF LAST MEETING

131.1 Full Council

The minutes of the meeting of Council, held on 25 November 2024 were considered.

Council requested that Cllr K Arthur is added to the attendees.

RESOLVED: That the minutes of the meeting of Council, held on 25 November 2024 be approved as a correct record, subject to the abovementioned amendment.

131.2 Updates from last meeting

Anti-social behaviour at the Bonfire Event - The Clerk wrote to the Deputy Mayor for Police, Fire and Crime regarding the anti-social behaviour at the Bonfire and the support from the police to deal with an incident that occurred close to the site.

The Deputy Mayor's Executive Assistant responded to update that the Deputy Mayor visited Selby for an event on the 4th November and discussed the issue of ASB with the Mayor of Selby and other Councillor colleagues. The Deputy Mayor is also meeting with the MP Mr Mather in January to discuss this amongst other issues. The deployment of policing resources is a matter for the

Chief Constable who has operational independence, however the Deputy Mayor can raise concerns with him and continues to do so.

Economic Development – NYC Enforcement updated that BT have received a quotation to polycarb all of the ground floor windows, however for corporate purposes they do need a cost comparison quote which we have been assured they are working on.

Economic Development – The Clerk asked NYC Planning Enforcement to clarify the procedure for reporting enforcement issues. The Clerk was asked to email Planning Enforcement all the details and address of each property/business and they would be able to log them. The Clerk has emailed the officer the list of enforcement issues.

RESOLVED: That the update be noted.

131.3 Land and Property

The recommendations from the Land and Property Committee meeting held on 2 December 2024 were considered.

RESOLVED THAT:

- i. **The minutes of the Land and Property Committee meeting held on 2 December 2024 be approved as a correct record, and**
- ii. **The following recommendations be approved.**

- LP49.1 i. Replace the main centre bearing in the accessible roundabout at a cost of £3,093.45 ex VAT (part and fitting), and**
- ii. The cost to be taken from the Play Area operational budget.**

131.4 Council Special Budget Meeting

The minutes of the Council Special Budget Meeting, held on 16 December 2024 were considered.

RESOLVED: That the minutes of the Council Special Budget Meeting, held on 16 December 2024 be approved as a correct record.

131.5 Environment Committee

The minutes of the Environment Committee meeting, held on 13 January 2025.

Council requested that the date of the meeting is amended from October to January.

RESOLVED: That the minutes of the Environment Committee meeting, held on 13 January 2025 be approved as a correct record, subject to the abovementioned amendment.

132 CORRESPONDENCE RECEIVED.

132.1 Speeding Campaign

Average and Fixed Speed Cameras for York and North Yorkshire

The information regarding the speeding campaign was received and considered with point 132.2 below.

132.2 Email from Keir Mather

Road Safety

The email from Keir Mather was received and considered with point 132.2 above.

Council agreed to support the campaign in principle. They requested that a consultation should be held regarding the siting of the cameras.

They asked that the Clerk writes to Keir Mather, Jo Coles and North Yorkshire Speeding Group.

RESOLVED THAT:

- i. The campaign is supported in principle, and**
- ii. That the Clerks writes to Keir Mather, Jo Coles and the North Yorkshire Speeding Group.**

132.3 Letter from North Yorkshire Council

Urban Highway Grass Cutting

The letter from North Yorkshire Council regarding the cutting of the urban grass in the parish was received.

Council agreed to decline the offer of cutting the verges on behalf of North Yorkshire Council.

RESOLVED: That the offer of cutting the verges on behalf of North Yorkshire Council be declined.

132.4 Email request from local beekeepers

Observation Hive

The email requesting approval to build an observation hive on Town Council land was received.

Council agreed that they would like to see an observation hive return to the cemetery and agreed to it in principle. It was requested that the Clerk obtains further information and presents it to the Land and Property Committee in March.

RESOLVED THAT:

- i. The observation hive is agreed in principle, and
- ii. That the Clerk obtains further information and presents it to the Land and Property Committee in March.

133 ACCOUNTS

133.1 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 November 2024 and between 1 – 31 December 2024 were considered.

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

Ebor Construction - £3,036.60 – Installation of Windows at the Farmhouse
Plumbcore - £1,608.00 – Underfloor heating manifold at the Farmhouse

The following payments made by the Clerk using delegated powers since the last meeting of Council for over £1,500.00 were noted:

Leola Music Ltd - £2,918.40 – Performance Fee
Christmas Plus - £5,476.80 – Festive Display
Empire Group - £4,438.80 – Bonfire Security

The following payment was added for approval:

Christmas Plus - £2,347.20 – Dismantle of Festive Display

RESOLVED THAT:

- i. The list of payments between 1 – 30 November 2024 in the sum of £97,930.35, the credit card payments made between 1 – 30 November 2024 in the sum of £1,271.83 and the Petty Cash payments made between 1 – 30 November 2024 in the sum of £464.29 be approved,
- ii. The list of payments between 1 – 31 December 2024 in the sum of £117,882.75, the credit card payments made between 1 – 31 December 2024 in the sum of £1,182.20 and the Petty Cash payments made between 1 – 31 December 2024 in the sum of £187.85 be approved, and
- iii. The abovementioned payments over £1,500 be approved.

133.2 Balances

The balance at the Unity Bank on 31 December 2024 was £734,935.72, the balance at the Lloyds Bank on 31 December 2024 was £12,831.22 and the value of the funds on term deposit are:

- £164,209.32 with Unity Trust Bank Savings Account (Instant Access)
- £100,000.00 with Unity Trust Bank (12 month account)
- £94,777.93 (Bid Market Valuation as of 31 December 2024, Mid-Market Valuation £96,270.11) with Churches, Charities and Local Authorities (CCLA) Property Fund

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

133.3 Wedding Virement

There is no virement to transfer funds from the Wedding Budget to the Staffing Budget for December 2024 and January 2025.

Virements – Wedding Budget £500		
Details 2024/25	Cost £	Balance against Budget
Balance b/fwd.		£126.62
Dec 24	£0.00	
Jan 25	£0.00	
Balance		£126.62

RESOLVED: That the update be noted.

134 TRAINING

To **note** the following training has been completed since the last meeting.

Role	Training	Date Completed
Facilities Manager	ICCM Cemetery Management Compliance	4.12.24
Facilities Supervisor	ROSPA Playground Inspection	3.12.24
Dep. Clerk	Website Compliance	11.12.24
Facilities Manager	ICCM Sexton Training	21.1.25

RESOLVED: That the update be noted.

135 BIG LOCAL

Cllr M Davis updated that the building is now open.

RESOLVED: That the update be noted.

136 POLICIES TO BE REVIEWED

There are no policies to be reviewed.

RESOLVED: That the update be noted.

137 ONGOING ITEMS – CLERK UPDATE

137.1 Events

Christmas Market and Light Switch On – Very busy event.

Holocaust Memorial Day – Monday 27 January – The service was held today and was attended by local schools and some members of the public. Readings were performed by the Mayor and three school children.

137.2 Town Hall – Following a recent Fire Risk Assessment a full report has been provided and the Facilities Manager is compiling a schedule of works and working through the actions.

The Clerk advised council that works needed to be completed following an inspection of the emergency lighting.

137.3 Town Hall – Arts Centre – Tickets for the new programme are available and selling well.

137.4 Town Hall – Office – No updates.

137.5 Cemetery – No updates.

137.6 Longmann Hills Farmhouse – No updates.

137.7 Market – The Market Manager has met with a representative from the Young Enterprise Organisation who is working with students from Selby College to have stalls on the weekly market during March. This follows a successful partnership last year. The students will be provided with a free gazebo.

137.8 Play Areas – No updates.

137.9 Allotments – Most annual rents have been received.

137.10 Website – The Clerk is seeking quotes for a full accessibility audit to be carried out. The website must meet the requirements of the Web Content Accessibility Guidance (WCAG) 2.2. An updated Accessibility Statement is being currently being completed and will be added to the website as soon as possible.

Council requested if the Clerk could find out how many people use the website.

137.11 Street Furniture – No updates.

137.12 1811 Building – As per the Town Hall.

137.13 Highways – Prohibition of Waiting and Loading and Provision of Parking (New Lane, Selby) (Amendment No.55) Order 2025 came into operation on 17 January 2025.

RESOLVED THAT:

- i. The updates be noted,**
- ii. Council approved the works that need to be completed following an emergency lighting inspection, and**

- iii. **The Clerk finds out how many people use the Town Council website.**

138 INTERNAL AUDIT REPORT

The report from the internal auditor was received.

Council requested that the point regarding the balances in the accounts is added to the Finance and Staffing agenda in February, and that the point regarding the asset register is added to the Land and Property agenda in March.

RESOLVED THAT:

- i. **The audit report was received,**
- ii. **The point regarding the balances in the accounts is added to the Finance and Staffing agenda in February, and**
- iii. **The point regarding the asset register is added to the Land and Property agenda in March.**

139 COMMUNITY ENGAGEMENT

It was noted that the dates for the Community Engagement gazebo will be communicated later in 2025.

RESOLVED: That the update be noted.

140 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.

141 MARTYN'S LAW

The information provided by NALC was received.

Council requested that the Clerk writes to North Yorkshire Council regarding the bollards on the market place and reference Martyn's Law.

RESOLVED THAT:

- i. **The information was received, and**
- ii. **The Clerk writes to North Yorkshire Council regarding the bollards on the market place.**

142 PARISH LIAISON

It was noted that the first Parish Liaison meeting is to be held on Thursday 30 January at 7pm in the Town Hall. All councillors are invited, along with the Clerk.

The meeting will be chaired by Marie-Ann Jackson, North Yorkshire Council's Head of Localities, and will include an overview of the support available from the NYC Localities and Parish Liaison Team. Officers from other NYC Services will be in attendance to answer any questions you may wish to ask.

RESOLVED: That the update be noted.

143 THE NORTH YORKSHIRE LOCAL PLAN

Public Release of 'Call for Sites' Submissions

The following information provided by a Planning Officer at North Yorkshire Council was noted:

"As you may be aware we are preparing a new local plan for North Yorkshire. We started with the 'call for sites' in April 2024 when we invited landowners, site promoters and developers to submit sites for consideration as allocations in the local plan. These submissions are for a range of uses. The majority are for residential use with additional submissions for employment, retail, and so on.

We will be releasing information on the sites to the public next week. We're notifying you and other town and parish councils in advance as you may receive contact from local residents after the information is released.

We are not consulting on the release of the sites at this stage, although we are making the information available to ensure greater levels of transparency and to allow the community and other interested parties the opportunity to have sight of the submitted sites as early as possible.

We will not be accepting comments at this stage, and this will be made clear in our wider communications. A comprehensive consultation will take place later that will seek the views of the community on all sites – at which stage further work will have been completed to give a greater direction as to whether such sites are likely to be recommended for allocation or dismissed.

You can view the sites that have been submitted on our Maptionnaire portal at: <https://app.maptionnaire.com/q/6h6aur4sn3c8>

This will allow you to move around the whole of North Yorkshire and see what sites have been submitted for consideration. By clicking on each site, you will see a brief description including the location, site size and the proposed uses that have been put forward by the site promoter.

If you have any queries on this, please do not hesitate to get in touch with a member of the Planning Policy & Place Team by contacting us on "callforsites@northyorks.gov.uk"

RESOLVED: That the update be noted.

144 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 145 to 146).

145 SALARIES AND OVERTIME

The December 2024 and January 2025 Schedule of Salary Payments were approved.

RESOLVED: That the December 2024 and January 2025 Schedule of Salary Payments be approved.

146 SUPPORT FOR REFUGEES IN OUR COMMUNITY

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

147 STAFFING UPDATE

It was noted that the Part Time Administration Officer has given notice to take early retirement. Their official final day will be 31 March 2025.

RESOLVED: That the update be noted.

148 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

148.1 Schedule of Meetings

The Draft Schedule of Meetings 2025/26 was considered and approved.

RESOLVED: That the draft schedule of meetings 2025/26 be approved.

Monday 10 February 2025
Monday 24 February 2025
Monday 3 March 2025

Finance & Staffing Committee
Council
Land and Property Committee