

Town Clerk
Mrs G Bell

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13 May 2025

Dear Councillor

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

Town Council Meeting - Monday 19 May 2025

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 19 MAY 2025, 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

Contents

14	PUBLIC QUESTIONS.....	3
15	APOLOGIES FOR ABSENCE	3
16	DISCLOSURES OF INTEREST.....	3
17	MINUTES OF LAST MEETING.....	3
17.1	Full Council.....	3
17.2	Updates from last meeting	3
17.3	Finance and Staffing Meeting	3
18	CORRESPONDENCE RECEIVED.....	4
19	ACCOUNTS	4
19.1	Payments	4
19.2	Balances.....	4
19.3	Wedding Virement.....	5
20	TRAINING	5
20.1	Staff Training	5
20.2	Councillor Training.....	5
21	BIG LOCAL.....	5
22	POLICIES TO BE REVIEWED.....	5
23	ONGOING ITEMS – CLERK UPDATE	5
24	PLANNING CONSULTATION RESPONSES.....	6
25	REMOVAL OF BT PAYPHONE BOX.....	6
26	PRIVATE SESSION.....	7
27	SALARIES AND OVERTIME	7
28	SUPPORT FOR REFUGEES IN OUR COMMUNITY	7
29	CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS.....	7

AGENDA

14 PUBLIC QUESTIONS

15 APOLOGIES FOR ABSENCE

To **receive** any apologies for absence.

16 DISCLOSURES OF INTEREST

17 MINUTES OF LAST MEETING

17.1 Full Council

To **confirm** as a correct record the minutes of the meeting of Council, held on 28 April 2025. (Pages 8 to 14 attached).

17.2 Updates from last meeting

Road Safety Concerns

Cllr Matthews attended the road safety surgery in February. The response to the concerns raised have been addressed in the letter from Jo Coles office. (Page 15 attached).

17.3 Finance and Staffing Meeting

To **consider** and **approve** the recommendations from the Finance and Staffing meeting, held on 12 May 2025. (Pages 16 to 20 attached).

RECOMMENDATION TO COUNCIL THAT:

FS57 The Annual Governance and Accountability Return for 2024/25 be approved,

- FS58.2 i. £70,000 be deposited in the Unity Trust Bank 6-month Term Deposit account,**
ii. £100,000 be deposited in Hinkley & Rugby Building Society 12-month Term Deposit account (or Unity Trust 12-month Term Deposit account),
iii. £50,000 be deposited in Hinkley & Rugby 90 Day account, and
iv. £50,121.89 remain in the Unity Trust Instant Access account

- FS60.2 i. The Annual Leave Policy be approved, and**
ii. The review date be set for 3 years

- FS60.3 i. The TOIL Policy be approved, and**
ii. The review date be set for 3 years.

18 CORRESPONDENCE RECEIVED.

Thanks have been received from Selby District Vision, Spirit of Christmas, Coultish Community Centre, Groundwork, Alfie's Cat Rescue, The Clothing Bank, Selby College, Inspire Youth Yorkshire, St John Ambulance, Selby & District Rail Users Group, North Yorkshire Citizens Advice & Law Centre, Selby & District Family History Group, Selby Tennis Club, Vale of York Athletics Club & Carers' Resource for their grant awards.

19 ACCOUNTS

19.1 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 April 2025 are attached for **consideration**. (Pages 21 to 25 attached).

There are no payments for approval over £1,500.

The following payment made by the Clerk using delegated powers since the last meeting of Council for over £1,500 to be noted

North Yorkshire Council – £2,637.84 – Commercial Waste at Cemetery

19.2 Balances

The balance at the Unity Bank on 30 April 2025 was £944,969.50, the balance at the Lloyds Bank on 30 April 2025 was £11,646.22 and the value of the funds on term deposit are:

- £270,121.89 with Unity Trust Bank Savings Account (Instant Access)
- £95,543.43 (Bid Market Valuation as of 30 April 2025, Mid-Market Valuation £97,047.68) with Churches, Charities and Local Authorities (CCLA) Property Fund – (Page 26 attached)

19.3 Wedding Virement

There is no virement to transfer funds from the Wedding Budget to the Staffing Budget for May 2025.

Virements – Wedding Budget £500		
Details 2025/26	Cost £	Balance against Budget
Balance b/fwd.		£500.00
May 25	£0.00	
Balance		£500.00

20 TRAINING

20.1 Staff Training

To **note** no training has been completed since the last meeting.

20.2 Councillor Training

To **note** training available for Councillors. The YLCA May to September Training Programme is attached and specific Councillor training is marked CDF. If you would like to attend any training please can you ensure that you book through the Clerk. (Pages 27 to 30 attached).

21 BIG LOCAL

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

22 POLICIES TO BE REVIEWED

There are no policies to be reviewed.

23 ONGOING ITEMS – CLERK UPDATE

23.1 Events

VE Day Service – The service was attended by pupils from Selby Abbey Primary School and members of the public.

Picnic in the Park – Friday 30 May – Local crafts, homemade treats and entertainment – 12 until 3pm in Selby Park

Twilight Market – Friday 13 June – Live music, food and drink vendors (local and international) with over 35 stalls.

Fun Day – Sunday 22 June – this year's theme is the 1980's.

Food, Drink and Craft Festival – Saturday 19 July – Lots of stalls, including regular farmers market attendees, entertainment, bars and street food.

Beer Festival – Saturday 2 August – 20 plus beers, pizza and live bands – Elmhirst Parker are the main event sponsor and the barrel and band sponsors are selling fast – tickets now on sale.

Forest School – Monday 4 August – run by Forest Quest – 2 sessions at Bondgate Woodland – places going quickly.

Oktoberfest – Saturday 18 October – Pumpkin carving, crafts, lots of stalls, street food, bars and live entertainment.

Bonfire & Fireworks Event – Saturday 1 November

Remembrance Service – Sunday 9 November

Cemetery Remembrance Service – Tuesday 11 November

Christmas Market & Lights Switch On Event – Saturday 29 November

23.2 Town Hall – No updates

23.3 Town Hall – Arts Centre – No updates

23.4 Town Hall – Office – No updates

23.5 Cemetery – No updates

23.6 Longmann Hills Farmhouse – No updates

23.7 Market – Successful May Day Bank Holiday Market, well attended by traders and members of the public.

23.8 Play Areas – Nothing to report

23.9 Allotments – Quite a few enquiries for plots following the article in the Town Hall News.

23.10 Website – The Website Accessibility report has been received and the Clerk has started to work through the errors. Some of the errors will have to be fixed by the website developer and there will be a cost attached to this.

23.11 Street Furniture – No updates

23.12 1811 Building – No updates

23.13 Highways – No updates

24 PLANNING CONSULTATION RESPONSES

To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 31 to 32 attached).

25 REMOVAL OF BT PAYPHONE BOX

To **consider** adoption of the BT Payphone Box on Bondgate. BT have advised North Yorkshire Council that they have assessed the payphone using the criteria in Ofcom's [Review of the telephony universal service obligation](#) and it is identified as the last public call box (PCB) at a site. North Yorkshire Council and the community now have the opportunity to support or object to the removal.

To ensure that the local community are fully informed, the 90 Day Notices expire in early June 2025. The 90 Day Notice advises of the intention by British Telecom to remove the payphone and for people to contact the Local Authority with any comments concerning the removal.

The consultation process also gives local communities the opportunity to adopt a phone box for another use before the payphone is removed. This applies to both the traditional red phone box as well as the modern phone boxes. BT are advising that to adopt a payphone box it costs just a £1 and to apply at the following link: <http://bt.com/adopt>

Please note that BT intends to remove the payphone and phone box. The community may object to this, but the decision rests with BT. If the community do want to save the phone box for another use this is the opportunity to do so.

26 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 27 to 28).

27 SALARIES AND OVERTIME

To **approve** the May 2025 Schedule of Salary Payments.

28 SUPPORT FOR REFUGEES IN OUR COMMUNITY

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

29 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 2 June 2025	Land and Property Committee
Monday 30 June 2025	Council
Monday 7 July 2025	Environment Committee
Monday 21 July 2025	Finance & Staffing Committee
Monday 28 July 2025	Council