

Town Clerk
Mrs G Bell

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24 June 2025

Dear Councillor

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

Town Council Meeting - Monday 30 June 2025

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 30 JUNE 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

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AGENDA

30 PUBLIC QUESTIONS

31 APOLOGIES FOR ABSENCE

To **receive** any apologies for absence.

32 DISCLOSURES OF INTEREST

33 MINUTES OF LAST MEETING

33.1 Annual Council

To **confirm** as a correct record the minutes of the Annual Meeting of the Town Council, held on 19 May 2025. (Pages 12 to 15).

33.2 Full Council

To **confirm** as a correct record the minutes of the meeting of Council, held on 19 May 2025. (Pages 16 to 22 attached).

33.3 Updates from last meeting

Selby Abbey Grant Application

To **approve** the grant application for £3,900. Selby Abbey have submitted their completed Grant Evaluation Form for the grant awarded in 2024, and the Clerk can confirm that their accounts are in order.

33.4 Bypass Works

NYC Highways clarified that the works on the bypass are streetlighting upgrade, under temporary traffic signals and cannot be coordinated with the swing bridge annual maintenance due to the availability of the Contractors who have to be booked in advance.

33.5 Land and Property Committee

To **consider** and **approve** the recommendations from the Land and Property meeting, held on 2 June 2025. (Pages 23 to 31 attached).

RECOMMENDATION TO COUNCIL THAT:

LP5.2

- i. The Mobile Phone Policy be approved, and
- ii. A date set for review of 3 years.

LP11.1.1

That priority is given to improving the facilities for the resource team.

LP17

- i. North Yorkshire Council replace the streetlight following a full breakdown of costing being received, and**
- ii. The funds be taken from the Asset Replacement EMR Fund.**

LP20

The Soil Containment Box is not purchased.

LP21

- i. The quote from Flintons Landscape Gardening be approved at a cost of £3,400 + VAT, and**
- ii. The costs for the works be taken from the Cemetery Long term Development EMR Fund.**

LP23

- i. The cost of exhumation is reimbursed to the resident,**
- ii. The Town Council buys back the original grave at the reduced price based on the original purchase following our Cemetery Rules and Regulations,**
- iii. The original grave is used as a common grave, and**
- iv. The resident purchases the new grave at the full price.**

LP25

An increase of 5% in rent is applied per year from 2021 for each plot. The tenants will be notified this year for the increase to be applied in 2026.

33.6 Matters Arising from the Annual Town Meeting

Cancellation of the bus service for Leeds Road

A resident raised the issue of the cancellation of the Bus Service on Leeds Road. The chair of the meeting suggested that the issue is added to the Council agenda to ask if North Yorkshire councillors can raise this at North Yorkshire level.

The Clerk wrote to Up for Yorkshire regarding Community Transport, a scheme that provides volunteer drivers for a low fee to members of the community that don't have access to public transport or can't use public transport. (Page 32 attached).

34 CORRESPONDENCE RECEIVED.

There has been no correspondence received.

35 ACCOUNTS

35.1 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 May 2025 are attached for **consideration**. (Pages 33 to 37 attached).

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

Selby Abbey - £3,900 - 2025/26 Grant

Secure Garages - £17,736.00 - Final payment for Cemetery Storage (to be paid on delivery)

Empire - £4,867.20 - Security at Funday

First Impressions - £6,350.40 - Summer and Autumn planting

Joe Tomlinson - £1,630.00 - Materials for cemetery storage electrics

Joe Tomlinson - £1,630.00 – Works on cemetery storage electrics (to be paid on completion)

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

Secure Garages - £17,736.00 – 50% payment for Cemetery Storage (paid on ordering)

35.2 Balances

The balance at the Unity Bank on 31 May 2025 was £891,185.69, the balance at the Lloyds Bank on 31 May 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)
- £95,623.06 (Bid Market Valuation as of 31 May 2025, Mid-Market Valuation £97,128.55) with Churches, Charities and Local Authorities (CCLA) Property Fund – (Page 38 attached)

35.3 Investment Options

The Clerk had provided options to the Finance and Staffing Committee, which were subsequently approved at the Council meeting held on 19 May 2025. Unfortunately those options were no longer available to the Town Council.

To **consider** the options provided below for the Town Council's long-term investments.

Balance in the Unity Instant Access at 31.05.25 is £270,121.89

£100,000 – Hinkley & Rugby Building Society – 90 Day Notice (3.4%)

£ 85,000 – Unity Trust Bank – 12 months Term Deposit (4.10%)

£ 85,121.89 – Unity Trust Bank – Instant Access Account (2.25%)

35.4 Authorisation of Signatories

To **approve** the signatories for the new Hinkley & Rugby Building Society Account. The Clerk suggests that as Cllrs. M Davis, K Franks and M Dyson are currently signatories on the Unity Trust Bank Accounts that they, along with the Clerk and Deputy Clerk, be approved signatories.

35.5 Wedding Virement

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

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

36 TRAINING

36.1 Staff Training

To **note** no training has been completed since the last meeting, however, following 6 month staff appraisals some training has been identified and booked.

36.2 Councillor Training

To **note** no training has been requested.

37 BIG LOCAL

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

38 POLICIES TO BE REVIEWED

38.1 Training Policy

To **receive** and **consider** the Training Policy. To note that the Clerk has not suggested any changes to the policy. (Pages 39 to 40 attached).

39 MAYORS VISIT TO CARENTAN

To **note** that Cllr J Proud took part in the twinning trip to Carentan.

Cllr Proud said that it was an honour to take part in the recent twinning trip to Carentan les Marais, celebrating the strong friendship between our communities.

A big thank you to Brian Lawrence and the entire twinning group for their warm welcome and excellent organisation throughout the visit.

During our stay, we visited the beaches of Normandy, explored local museums, and paid our respects at the British memorial, particularly poignant in this 80th year of VE-Day.

I was proud to give a speech on behalf of the Council and the people of Selby, reaffirming our support for the twinning and offering gratitude to the people of Carentan, who suffered greatly during the Second World War.

40 ONGOING ITEMS – CLERK UPDATE

40.1 Events

Picnic in the Park – Friday 30 May – The event was well attended and there was positive feedback from the public.

Twilight Market – Friday 13 June – The event was well attended. The public provided positive feedback to staff.

Fun Day – Sunday 22 June – the event was a great success, despite the weather, and well attended.

Food, Drink and Craft Festival – Saturday 19 July – 10am to 3pm – the Community Engagement gazebo will be at this event and any volunteers will be most welcome.

Beer Festival – Saturday 2 August – 4pm to 11pm

Forest School – Monday 4 August – run by Forest Quest – 2 sessions at Bondgate Woodland

Oktoberfest – Saturday 18 October – 10am to 3pm

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 – 10am to 5pm

40.2 Town Hall – No updates

40.3 Town Hall – Arts Centre – No updates

40.4 Town Hall – Office – No updates

40.5 Cemetery – Open Day for volunteers – 3 July 10am to 3pm – Drop in day for interested members of the community to assist with general light duties

40.6 Longmann Hills Farmhouse – No updates

- 40.7 Market – Successful May Bank Holiday Market, well attended by traders and members of the public.
- 40.8 Play Areas – Nothing to report
- 40.9 Allotments – Continuing to let available plots.
- 40.10 Website – The Clerk continues to update the website. The actions from the first stage of the accessibility report have been completed and this report will now be re-run.
- 40.11 Street Furniture – No updates
- 40.12 1811 Building – No updates

41 PLANNING CONSULTATION RESPONSES

- 41.1 To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 41 to 43 attached).
- 41.2 To **receive** and **consider** a response on the following planning application:
Listed building consent for restoration works to include window, roof, ceiling and internal wall repairs, Good 2 Go, 5 Finkle Street, Selby
[Documents for reference ZG2025/0474/LBC: Public Access](#)
(Page 44 to 45 attached).
- 41.3 To **receive** and **consider** a response on the following planning application:
Creation of 3 no houses and a reduced sized nursery following partial demolition of existing property, Little Treasures, 40 Ousegate, Selby
[Documents for reference ZG2025/0209/FUL: Public Access](#)
(Page 46 to 47 attached).
- 41.4 To **receive** and **consider** a response on the following planning application:
Demolition of existing aluminium shop front to front elevation and construction of new, and the construction of a new aluminium shop front to the rear elevation, Yorkshire Trading Company, 34 Gowthorpe, Selby
[Documents for reference ZG2025/0377/FUL: Public Access](#)
(Page 48 to 49 attached).
- 41.5 To **receive** and **consider** a response on the following planning application:
Amended Plans - Demolition of existing buildings and structures, erection of a new vehicular bridge, proposed residential development with associated landscaping and infrastructure, Land Off Meadway, Selby
[Documents for reference 2022/0099/FULM: Public Access](#)
(Page 50 to 51 attached).
- 41.6 To **receive** and **consider** a response on the following planning application:
Change of use of 79 Micklegate to a Sui Generis Bar and creation of 3 public toilets within the Abbots Boutique Hotel in 81- 83 Micklegate
[Documents for reference ZG2025/0560/COU: Public Access](#)
(Page 52 to 53 attached).

- 41.7 To **receive** and **consider** a response on the following planning application:
Listed building consent for change of use of 79 Micklegate to a Sui Generis Bar, small pin lettering the upper facade of 79 Micklegate (non illuminated) and creation of 3 public toilets within the Abbots Boutique Hotel in 81- 83 Micklegate
[Documents for reference ZG2025/0564/LBC: Public Access](#)
(Page 54 to 55 attached).
- 41.8 To **receive** and **consider** a response on the following planning application:
Reserved matters application for erection of 9 No. dwellings including layout, scale, appearance and landscaping of approval 2021/0648/OUT - Land Off, Coupland Mews, Selby
[Documents for reference ZG2025/0532/REM: Public Access](#)
(Page 56 to 57 attached).
- 41.9 To **receive** and **consider** a response on the following planning application:
Outline application to include layout (all other matters reserved) for demolition of existing building and erection of residential units, associated parking and external works - Bearing House, 34 Flaxley Road, Selby
[Documents for reference ZG2025/0456/OUT: Public Access](#)
(Page 58 to 59 attached).

42 NORTH YORKSHIRE LOCAL PLAN

To **consider** a response to the consultation on the North Yorkshire Local Plan.

North Yorkshire Council is preparing the North Yorkshire Local Plan that will cover the area of North Yorkshire Council outside of the National Parks.

North Yorkshire Local Plan: Our First Conversation

“This consultation is our first conversation on a new Local Plan for North Yorkshire. It is about the priorities and issues that the North Yorkshire Local Plan can help to address. The council is asking for your views on those local plan priorities and issues, what the places and spaces across the North Yorkshire Local Plan area will be like in the future and the how the new local plan can influence that”.

North Yorkshire Council is consulting on the following two documents:

- **North Yorkshire Local Plan: our first conversation, May 2025** - We are asking for your views on the priorities and issues the North Yorkshire Local Plan can help address.
- **Sustainability Appraisal Scoping Report, May 2025** - Sustainability Appraisal is a legal requirement to assess the economic, social and environmental effects of the local plan and to monitor its impacts.

Comments are invited on the North Yorkshire Local Plan: our first conversation document and the Sustainability Appraisal Scoping Report for a period of 8 weeks from:

Monday 19 May 2025 and ending Tuesday 15 July 2025 at midnight.

All relevant comments received during the consultation period will be considered to inform future stages of local plan preparation.

In addition, the following supporting documents are available to view for information purposes and completeness only and we are not inviting comments on them:

- Housing and Economic Development Needs Assessment (HEDNA)
- Settlement Hierarchy Background Paper

To view the consultation and supporting documents and to provide comments please visit the consultation portal at: <https://northyorks-consult.objective.co.uk/kse/>

Further information is available online on the North Yorkshire Local Plan page, www.northyorks.gov.uk/localplan

The Clerk recommends that a small group of Councillors meet and agree a response to the consultation.

43 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 44 to 45).

44 SALARIES AND OVERTIME

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

45 SUPPORT FOR REFUGEES IN OUR COMMUNITY

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

46 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 7 July 2025	Environment Committee
Monday 21 July 2025	Finance & Staffing Committee
Monday 28 July 2025	Council
Monday 1 September 2025	Land & Property Committee
Wednesday 3 September 2025	Markets Working Group
Monday 8 September 2025	Health, Safety and Welfare W. Group
Tuesday 9 September 2025	Town Hall Management Committee