

**Town Clerk
Mrs G Bell**

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26 August 2025

Dear Councillor

Land and Property Committee

You are hereby summoned to attend the meeting of Land and Property Committee which has been arranged for **Monday 1 SEPTEMBER 2025 at 7.00pm** at the Town Hall, York Street, Selby.

Yours sincerely

G Bell

Gill Bell
Town Clerk

To Councillors: J Proud, S. Shaw-Wright, M Davis, F Matthews, R Harrison, S Andrew, K Franks, M Dyson and I Lawton

All Councillors for information.

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AGENDA

LP29 APOLOGIES FOR ABSENCE

LP30 DISCLOSURE OF INTERESTS

LP31 MINUTES

LP31.1 To receive the minutes of a meeting of the Land and Property Committee held on 2 June 2025. These minutes have previously been ratified at Council on 30 June 2025. (Pages 8 to 16 attached).

LP31.2 Updates from the last meeting
Asset Inventory Software – This has now been installed and the Clerk aims to have all the information from the Asset Register spreadsheet input by the next meeting in December.

Cemetery Tree – To note that the Ash Tree wasn't dead, both Ash Trees were late to leaf this year.

LP32 COUNCIL POLICIES

LP32.1 Policy Review Table
To **receive** the Policy Review Table. (Page 17 attached). To **note** that there are no policies to review.

LP33 ALLOTMENTS

LP33.1 Current Waiting List
To **note** that there are 6 names on the current waiting lists. All are waiting for plots on Pymble Site.

LP33.2 Current Status of Allotments
To **receive** the current status of all allotment sites. (Pages 18 to 22 attached).

LP34 CEMETERY

LP34.1 Farm Field
To **note** that the Clerk and Facilities Manager are working on a development plan to present at a later meeting.

LP34.2 Cemetery Paths
To **note** that the team have pressure washed the Jubilee Path during the summer months.

To **note** that 500 spring bulbs have been ordered ready to be planted over the next few weeks around the paths, these consist of 100 each of the following: Bluebell, Snowdrops, Snakes Head Fritillary, Wood Anemone and Crocus.

LP34.3 Sunken Graves

To **note** the topping up process continues.

LP34.4 Cemetery Trees

To **note** that the scheduled tree survey will be completed in November.

LP34.5 Peace Garden

To **receive** and **consider** the Clerk's report. (Pages 23 to 24 attached).

To **note** the original choice of the cemetery for this proposal is now being considered as an area for burials.

LP35 PLAY AREAS

LP35.1 Barwic Parade

To **note** that the play area was closed for two days to repair the banister support on the play mound that had been ripped out.

LP35.2 Flaxley Road

To **note** the play area was closed for ten days at the beginning of the school holidays due to the soft wet pour flooring being ripped up for the second time in four weeks. This was re-laid at a cost of £560.00.

LP35.3 Wistow Road

To **note** that a replacement support upright for the football / basket ball equipment is required, the base is rotten at a cost of £600.

To **consider** and **approve** replacing the inclusive swing seat and chains. The swing seat has split and is now not considered safe. The replacement cost is £1,041.70 and to be taken from the Asset Replacement EMR.

LP36 1811 BUILDING

LP36.1 Fire Risk Assessment Report

To receive the updated Fire Risk Assessment Actions Report. This report has been compiled following the visit from the Fire Risk Assessor. (Page 25 attached).

LP37 TOWN HALL

LP37.1 Fire Risk Assessment Report

To receive the updated Fire Risk Assessment Actions Report. This report has been compiled following the visit from the Fire Risk Assessor. (Pages 26 to 27 attached).

LP37.2 Arts Centre

To **note** the Town Hall Organisation Review report has been presented to the Chair, Arts Officer, Clerk and NYC Officers. The report will be considered more in-depth by the Town Hall Management Committee in September before any recommendations are made to Council.

LP38 CEMETERY CHAPELS

LP38.1 Chapels

No updates to report.

LP38.2 Storage

To **note** that Secure Garages is unable to supply structural information as requested by the Building Inspector and has returned the deposit in full. The architect suggested two companies that supply similar buildings and a quotation has been received from one of the businesses. The Clerk was unable to make contact with the second company. Please see item LP51.

LP38.2.1 The Clerk has provided the costs incurred to date. (Page 28 attached).

LP39 BONDGATE COMMUNITY WOODLAND

LP39.1 Tree thinning works

To **note** Groundwork have completed 2 areas of tree thinning and will complete the remaining areas in the Autumn.

LP39.2 Hebridean Isles

Cllrs Shaw-Wright and Franks met with the fabricator on site to discuss how the section of the ship could be mounted / secured. The fabricator is in contact with the shipyard where the Hebridean Isles is being dismantled with a view to using further steel from the ship for the installation.

LP40 SCHEDULED WORKS

To note that the Facilities Manager has provided a plan of current scheduled works. (Page 29 attached)

LP41 CEMETERY LODGE

No updates.

LP42 LONGMANN HILLS FARMHOUSE

No updates.

LP43 ASSET REGISTER

To **receive** the Asset Register. (Pages 30 to 33 attached).

LP44 STREETLIGHTING

To **note** the Clerk requested a current report of all the Town Council's streetlights on the 22 July, this is still awaited. The CIL officer confirmed that CIL Funds can be used to upgrade the lamps to LED.

LP45 TOWN COUNCIL ACTION PLAN

To **consider** the updates on the current projects and proposals: -

Provision of Allotments / Allotment standardisation – update at item LP33

Maintain / improve the cemetery grounds – update at item LP34

Develop area for Peace Garden – update at item LP34.5

Chapel restoration – update at item LP38.1

Build new workshop / storage facility – update at item LP38.2

Complete Jubilee Path – planting – Scheduled for Autumn 2024

Cemetery Tree Maintenance Plan – update at item LP34.4

Installation of Cemetery Path in ext. G & H – On hold

Maintenance of Play Areas – update at item LP35

Maintenance of Town Hall – update at item LP37

Replacement of Town Hall heating system – Not yet considered

Maintenance of the 1811 Building – update at item LP36

Replacement of all remaining street lights with LED – LP44

Review policies and procedures – update at item LP32

LP46 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 (LP47 to LP50)

LP47 CHRISTMAS LIGHTS 2026/27/28

To **consider** the tenders for the Christmas Lights provision for 2026/27/28. The tenders were opened by the Clerk and Cllr Dyson on 22 August 2025. Photos of the designs will be shared on the screen at the meeting. (Pages 34 to 36).

- LP48** **1811**
 Fire Compartment Report
 To **consider** the Facilities Manager's report. This report was previously considered at the June Land & Property committee. To **note** that the Community Trust have engaged the company represented by Quote one. (Page 37 attached).
- LP49** **TOWN HALL**
 Fire Compartment Report
 To **consider** the Facilities Manager's report. This report was previously considered at the June Land & Property committee. To **note** that the Community Trust have engaged the company represented by Quote one. Members may prefer to defer this item until the results of the Arts Council bid and the Town Hall Organisational Review are known. (Pages 38 to 39 attached).
- LP50** **FOODBANK**
 To **receive** and **consider** the letter from the Foodbank. (Page 40 attached).
- LP51** **CEMETERY STORAGE**
 To **receive** and **consider** a quotation for the Cemetery Storage provision. (Pages 41 attached).
- LP52** **DATE OF FUTURE MEETINGS**
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|-----------------------------------|--|
| Wednesday 3 September 2025 | Market Working Group |
| Monday 8 September 2025 | Health, Safety & Welfare W. Group |
| Tuesday 9 September 2025 | Town Hall Management Committee |
| Monday 29 September 2025 | Council |
| Monday 6 October 2025 | Environment Committee |
| Monday 20 October 2025 | Finance & Staffing Committee |
| Monday 27 October 2025 | Council |
| Monday 24 November 2025 | Council |
| Monday 1 December 2025 | Land & Property Committee |