



# MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY TOWN COUNCIL HELD MONDAY 30 JUNE 2025 AT THE TOWN HALL, YORK STREET, SELBY

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**PRESENT:** Cllrs S Shaw-Wright, K Franks, C Laskey, S Andrew, R Pope, M Davis,

### **30 PUBLIC QUESTIONS**

There was a representative from the Selby Times in attendance.

### **31 APOLOGIES FOR ABSENCE**

Cllr R Harrison, K Arthur, J Proud, H Davis, I Lawton and C Middlebrook.

Council agreed to grant Cllr G Lockley a further six months dispensation.

**RESOLVED: That Cllr G Lockley is granted a further six months dispensation.**

### **32 DISCLOSURES OF INTEREST**

Cllr F Matthews and M Davis declared an interest in item 41.5.

### **33 MINUTES OF LAST MEETING**

#### **33.1 Annual Council**

The minutes of the Annual Meeting of the Town Council, held on 19 May 2025 were considered.

**RESOLVED: That the minutes of the Annual meeting of the Town Council held on 19 May 2025 be approved as a correct record.**

#### **33.2 Full Council**

The minutes of the meeting of Council, held on 19 May 2025 were considered.

**RESOLVED: That the minutes of the meeting of Council held on 19 May 2025 be approved as a correct record.**

#### **33.3 Updates from last meeting**

##### Selby Abbey Grant Application

The grant application for Selby Abbey for £3,900 was approved. It was noted that Selby Abbey have submitted their completed Grant Evaluation Form for the grant awarded in 2024, and the Clerk confirmed that their accounts are in order.

**RESOLVED: That the grant application for Selby Abbey be approved.**

#### **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.

**RESOLVED: That the update be noted.**

**33.5 Land and Property Committee**

The recommendations from the Land and Property meeting, held on 2 June 2025 were considered.

A member of Council requested that the allotment clearance work is completed by February 2026.

The Clerk confirmed that in LP17 that the streetlight is owned by the Town Council and that the estimate includes the NPG connection.

**RESOLVED THAT:**

- i. The minutes of the Land and Property Committee held on 2 June 2025 be approved as a correct record subject to the abovementioned amendment, and**
- ii. The following recommendations be approved:**

**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

It was noted that 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.

It was noted that the Clerk wrote to Up for Yorkshire regarding Community Transport, and that a response was received.

Council asked that it is publicised in the next newsletter.

**RESOLVED: That the update be noted.**

### **34 CORRESPONDENCE RECEIVED.**

There has been no correspondence received.

### **35 ACCOUNTS**

#### **35.1 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 – 31 May 2025 were considered.

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 completion)

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 was noted

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

**RESOLVED THAT:**

- i. **The list of payments between 1 – 31 May 2025 in the sum of £97,526.33, the credit card payments made between 1 – 31 May 2025 in the sum of £1,604.58 and the Petty Cash payments made between 1 – 31 May 2025 in the sum of £139.80 be approved, and**
- ii. **The abovementioned payments over £1,500 be approved.**

**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.

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

**35.3 Investment Options**

It was noted that 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.

The options below for the Town Council's long-term investments were considered.

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%)

**RESOLVED THAT:**

- i. **£100,000 is invested with Hinkley & Rugby Building Society 90 Day Notice account,**
- ii. **£85,000 is invested with Unity Trust Bank 12 month term deposit account, and**
- iii. **£85,121.89 remains in the Unity Trust instant access account.**

**35.4 Authorisation of Signatories**

The signatories for the new Hinkley & Rugby Building Society Account were approved. The Clerk suggested 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.

**RESOLVED: That the approved signatories for the Hinkley & Rugby Building Society Account are Cllrs M Davis, K Franks, M Dyson, Clerk and Deputy Clerk.**

**35.5 Wedding Virement**

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

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

**RESOLVED: That the update be noted.**

**36 TRAINING**

**36.1 Staff Training**

It was noted that 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**

It was noted that no training has been requested.

**RESOLVED: That the update be noted.**

**37 BIG LOCAL**

Cllr M Davis provided an update.

**RESOLVED: That the update be noted.**

### **38 POLICIES TO BE REVIEWED**

#### **38.1 Training Policy**

The Training Policy was reviewed. It was noted that the Clerk has not suggested any changes to the policy.

**RESOLVED THAT:**

- i. The Training Policy be approved, and**
- ii. A review date of three years is set.**

### **39 MAYORS VISIT TO CARENTAN**

It was noted 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.

**RESOLVED: That the update be noted.**

### **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

Cllr S Shaw-Wright invited councillors to the Hebridean Isles Plaque makers handover on Wednesday 16<sup>th</sup> July at 11am in Selby Abbey.

Council requested that the Clerk writes to North Yorkshire Police to ask why Council had not been made aware of an incident that had taken place on the Stonebridge allotment site.

**RESOLVED THAT:**

- i. **The updates be noted, and**
- ii. **The Clerk writes to North Yorkshire Police regarding the incident on the Stonebridge allotment site.**

**41 PLANNING CONSULTATION RESPONSES**

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

**RESOLVED: That the update be noted.**

41.2 The following planning application was received and a response considered. 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](#)

Council has no objection to this application.



**RESOLVED: That the Clerk responds with no objection to the application.**

- 41.3 The following planning application was received and a response considered. Creation of 3no 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](#)

Council object to this application due to the area being over developed, minimal area for gardens and no area for parking.

**RESOLVED: That the Clerk objects to the application due to the area being over developed, minimal area for gardens and no area for parking.**

- 41.4 The following planning application was received and a response considered. 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](#)

Council objects to the plan to install roller shutters. But has no objection on the rest of the application.

**RESOLVED: That the Clerk objects to the use of roller shutters, but has no objection to the rest of the application.**

- 41.5 The following planning application was received and a response considered. 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](#)

Council objects to this application.

If this does proceed consideration needs to be given to the access points to the site, and the new houses must have Solar Voltaic Panels and Grey Water Capture.

**RESOLVED THAT: The Clerk objects to the application.**

- 41.6 The following planning application was received and a response considered. 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](#)

Council has no objection to this application.

**RESOLVED THAT: The Clerk responds with no objection to the application.**

- 41.7 The following planning application was received and a response considered.  
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](#)

Council objects to the application of up-lighters. But has no objection to the rest of the application.

**RESOLVED THAT; The Clerk objects to the use of up-lighters, but has no objection to the rest of the application.**

- 41.8 The following planning application was received and a response considered.  
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](#)

Council objects to this application as there are too many properties planned for the site and there is insufficient parking.

If this does proceed the new houses must have Solar Voltaic Panels, Grey Water Capture and Cycle storage.

**RESOLVED THAT: The Clerk objects to this application.**

- 41.9 The following planning application was received and a response considered.  
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](#)

Council objects to this application as the properties should be no higher than two storeys in this area.

**RESOLVED THAT: The Clerk objects to this application.**

## **42 NORTH YORKSHIRE LOCAL PLAN**

A response to the consultation on the North Yorkshire Local Plan was considered.

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](http://www.northyorks.gov.uk/localplan)

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

Council agreed to a smaller group of Councillors to meet and discuss the response.

**RESOLVED THAT: Cllrs M Davis, M Dyson, S Shaw-Wright and S Andrew meet to discuss a response.**

**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**

The June 2025 Schedule of Salary Payments in the sum of £23,153.98 were approved.

**RESOLVED: That the June 2025 Schedule of Salary Payments in the sum of £23,153.98 be approved.**

**45 SUPPORT FOR REFUGEES IN OUR COMMUNITY**

Cllr M Davis provided an update.

**RESOLVED: That the update be noted.**

**46 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS**

**Monday 7 July 2025**

**Monday 21 July 2025**

**Monday 28 July 2025**

**Monday 1 September 2025**

**Wednesday 3 September 2025**

**Monday 8 September 2025**

**Tuesday 9 September 2025**

**Environment Committee**

**Finance & Staffing Committee**

**Council**

**Land & Property Committee**

**Markets Working Group**

**Health, Safety and Welfare W. Group**

**Town Hall Management Committee**