



MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY TOWN COUNCIL HELD MONDAY 28 JULY 2025 AT THE TOWN HALL, YORK STREET, SELBY

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PRESENT: Cllrs R Harrison, W Nichols, S Andrew, J Proud, S Shaw-Wright, M Lawton, M Dyson, F Matthews, M Davis and K Franks

47 PUBLIC QUESTIONS

There were no members of the public in attendance.

48 APOLOGIES FOR ABSENCE

48.1 Cllrs T Beharrell, R Pope, K Arthur, C Laskey and H Davis.

48.2 The request to grant a leave of absence of six months for Cllr I Lawton who is unable to attend meetings due to personal circumstances was considered.

RESOLVED: That a leave of absence of six months is granted for Cllr I Lawton.

49 DISCLOSURES OF INTEREST

There were no disclosures of interest.

50 MINUTES OF LAST MEETING

50.1 Council

The minutes of the meeting of Council, held on 30 June 2025 were considered.

RESOLVED: That the minutes of the meeting of Council held on 30 June 2025 be approved as a correct record.

50.2 Environment Committee

It was noted that there were no recommendations from the Environment Committee meeting, held on 7 July 2025.

RESOLVED: That the minutes of the Environment Committee meeting held on 7 July 2025 be approved as a correct record.

50.3 Finance and Staffing Committee

The recommendations from the Finance and Staffing meeting, held on 21 July 2025 were considered.

A member of council requested that at FS11.3 that community centre paths, toilet refurbishment and streetlighting are added to the list.

RESOLVED THAT:

- i. **The minutes of the Finance and Staffing Committee meeting be approved as a correct record subject to the abovementioned amendment, and**
- ii. **The following recommendations be approved.**

- FS5.2 i. Once a current full inventory is received from North Yorkshire Council the expenditure be approved by the Chairs of Council and Finance & Staffing,**
- ii. The expenditure be taken from the Efficiency EMR and CIL receipts, and**
- iii. If CIL receipts are not available, then the expenditure be taken from the Efficiency EMR Fund and Asset Replacement EMR Fund.**
- FS9.2 i. The Information & Data Protection Policy be approved, and**
- ii. The review date be set for 3 years**
- FS9.3 i. The Information & General Privacy Notice be approved, and**
- ii. The review date be set for 3 years.**
- FS9.4 i. The Information & Staff, Cllrs and Role Holders Privacy Notice be approved, and**
- ii. The review date be set for 3 years.**
- FS9.5 i. The Information Technology Policy be approved, and**
- ii. The review date be set for 3 years.**
- FS9.6 i. The Communications policy be approved, and**
- ii. The review date be set for 3 years.**

51 CORRESPONDENCE RECEIVED.

Selby Family Funday

The letter giving positive feedback on Selby Family Funday was received and noted.

MV Hebridean Isles Handover

It was noted that the Deputy Clerk received an email from a member of the public thanking Selby Town Council for organising the handover event at Selby Abbey.

Flaxley Road Play Area

The Clerk presented an email that had been received from a local resident after the agenda had been issued.

The resident was asking if the Flaxley Road play area is locked on an evening due to anti-social behaviour that they had observed.

Council agreed that it was not possible to lock the play area every evening and that this is a police matter. They requested that the Clerk writes to the newly

appointed Neighbourhood Policing Inspector to make them aware of the issue and ask if there is anything that can be done to help with this matter.

RESOLVED THAT:

- i. **The correspondence received be noted,**
- ii. **That the Clerk writes to the Neighbourhood Policing Inspector to make them aware of the issue at Flaxley Road play area, and**
- iii. **That the Clerk writes to the resident to update them that the play area cannot be locked every evening and that a letter has been sent to the Neighbourhood Policing Officer to request help with the issue.**

52 ACCOUNTS

52.1 Payments

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 June 2025 were considered.

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

Flintons Landscape Gardening - £4,080.00 – Concrete Rafts in the Cemetery
Christmas Plus - £11,400.00 – Hire of Festive Display 2025-2026

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

Flintons Landscape Gardening - £5,400.00 – Part payment on concrete base for the new workshop.

RESOLVED THAT:

- i. **The list of payments between 1 – 30 June 2025 in the sum of £91,469.37, the credit card payments made between 1 – 30 June 2025 in the sum of £1,323.00 and the Petty Cash payments made between 1 – 30 June 2025 in the sum of £108.50 be approved, and**
- ii. **The abovementioned payments over £1,500 be approved.**

52.2 Balances

The balance at the Unity Bank on 30 June 2025 was £821,896.92, the balance at the Lloyds Bank on 30 June 2025 was £11,646.22 and the value of the funds on term deposit are:

- £271,701.92 with Unity Trust Bank Savings Account (Instant Access)

- £95,735.68 (Bid Market Valuation as of 30 June 2025, Mid-Market Valuation £97,242.95) 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.

52.3 Wedding Virement

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

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

RESOLVED: That the update be noted.

53 TRAINING

53.1 Staff Training

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

53.2 Councillor Training

The Clerk updated council that Cllr Pope has been booked onto some training courses.

RESOLVED: That the update be noted.

54 BIG LOCAL

Cllr M Davis updated that the centre is now open for breakfast each morning and has some regular bookings in the diary. There are also activities throughout the school holidays for children.

RESOLVED: That the update be noted.

55 POLICIES TO BE REVIEWED

There were no policies to review.

RESOLVED: That the update be noted.

56 ONGOING ITEMS – CLERK UPDATE

56.1 Events

MV Hebridean Isles – the handover of the ship's nameplate took place at Selby Abbey on the 16 July. The ceremony was attended by some of the shipbuilders from Cochrane Shipbuilders who helped build the vessel.

Food, Drink and Craft Festival – Despite the poor weather there was a steady turnout and the traders reported that it had been a good event.

Beer Festival – Saturday 2 August – 4pm to 11pm – still some tickets available.

Forest School – Monday 4 August – run by Forest Quest – 2 sessions at Bondgate Woodland – Both sessions are now sold out. There had been enough interest for a further session.

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

Fun Day – The Fun Day working group met for a de-brief. Andy Atkinson, who has been the organiser of the pop concert for many years, gave notice that this was his last year and was “retiring” from the event. I would like to record mine and the Town Council's thanks and gratitude to Andy for organising, comparing the concert and his valued support over the years.

Council requested that a letter of thanks is sent to Andy for all of his support over the years and that this is also published in the Selby Times.

Council were asked to consider if they knew anyone that could help out in the absence of Andy for upcoming Fun Day events.

56.2 Town Hall – Room hire has increased this year with several groups with regular weekly or monthly bookings.

56.3 Town Hall – Arts Centre – Report to be received at item 58.

56.4 Town Hall – Office – No updates

56.5 Cemetery – The first volunteer day was held on the 3rd July. Two volunteers attended and are keen to attend again. The next day will be held in the Autumn and bulb planting will be the main focus of the day.

56.6 Longmann Hills Farmhouse – No updates.

56.7 Market – No updates.

56.8 Play Areas – Further vandalism at Barwic Parade meant that the play area had to be closed. Unfortunately, the cameras did not pick up the vandals.

Council requested that on the letter that is sent to the Neighbourhood Policing Officer regarding Flaxley Road play area, that the issues with Barwic Parade play area are also raised.

56.9 Allotments – There are still some plots available to let.

- 56.10 Website – The accessibility report has been re-run and a few issues are still to be dealt with. The Clerk hopes that this will all be completed before September.
- 56.11 Street Furniture – The telephone box is due to be re-painted over the summer.
- 56.12 1811 Building – No updates.

RESOLVED THAT:

- i. The updates be noted,
- ii. The Clerk writes to Andy Atkinson to thank him for his support with Funday and that this is published in the Selby Times, and
- iii. The Clerk includes the vandalism issues at Barwic Parade play area on the letter that is sent to the Neighbourhood Policing Officer.

57 PLANNING CONSULTATION RESPONSES

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

A member of council asked the check the response for the development on Coupland Mews, as this was objected to at the council meeting in June.

RESOLVED THAT:

- i. The update be noted, and
- ii. The Clerk checks the response for the development on Coupland Mews as this should be objected to.

58 CAPITAL FUNDING APPLICATION

The report from the Arts Officer regarding the Creative Foundations Fund was considered.

Council members agreed to support the expression of interest to apply for the fund and agreed in principle to the Selby Town Council contribution to this project.

Council members agreed that the structural engineer is commissioned to start the roof strengthening design works prior to the expression of interest results. The cost of this is £2,000 and will come from Capital EMR.

RESOLVED THAT:

- i. Council supports the expression of interest to apply for the Creative Foundations Fund and agreed in principle to the Selby Town Council contribution to the project,
- ii. Council agreed to commission the structural engineer to start the roof strengthening design work prior to the expression of interest results, and

iii. The cost of the work £2,000, to be taken from the Capital EMR fund.

59 NORTH YORKSHIRE LOCAL PLAN

It was noted that the Clerk has submitted comments on the North Yorkshire Local Plan.

RESOLVED: That the update be noted.

60 NORTH YORKSHIRE COUNCIL CYCLING NETWORK DEVELOPMENT CONSULTATION

The email from North Yorkshire Council was received and considered. North Yorkshire Council Officers are seeking to engage with key stakeholders on the Cycling Network Development for Selby.

The full report can be viewed at [Selby LCWIP.pdf](#)

The network plan can be viewed at [Selby, Tadcaster and Sherburn in Elmet Network Plans](#)

Cllr Matthews presented his draft response to the request. Council agreed to submitting the response on behalf of council and a request is made to meet with Nathan Harding to discuss it further.

RESOLVED THAT:

- i. The draft response is submitted on behalf of council, and
- ii. The Clerk requests that council can meet with Nathan Harding before progressing the plans.

61 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 62 to 64).

62 SALARIES AND OVERTIME

The July 2025 Schedule of Salary Payments were approved, pending clarification on a keying error on one of the submission sheets.

RESOLVED: That the July 2025 Schedule of Salary Payments in the sum of £24,099.45 be approved in principle.

63 SUPPORT FOR REFUGEES IN OUR COMMUNITY

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

64 CEMETERY CORRESPONDENCE

The request from a resident was considered.

RESOLVED: That payment is made without prejudice. This is full and final settlement as a gesture of goodwill.

65 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

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
Monday 29 September 2025	Council
Monday 6 October 2025	Environment Committee