



MINUTES OF THE FINANCE AND STAFFING COMMITTEE HELD ON MONDAY 20 OCTOBER 2025 AT THE TOWN HALL, YORK STREET, SELBY

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PRESENT: Cllrs F Matthews (Chair), M Davis, M Dyson, S Andrew and T Beharrell

IN ATTENDANCE: Town Clerk

FS16 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs S Shaw-Wright, C Laskey and J Proud

FS17 DISCLOSURE OF INTEREST

There were none declared.

FS18 MINUTES OF THE LAST MEETING

Minutes of the Finance & Staffing Meeting held on Monday 21 July 2025 were received. These minutes had previously been ratified at Council on 28 July 2025.

RESOLVED: That the Minutes of the Finance & Staffing Committee held on Monday 21 July 2025 be noted.

FS19 ALLOCATED BALANCES 2025/26

FS19.1 Allocated Balance Report

The Clerk presented the allocated balance report for 30 September 2025 for consideration.

RESOLVED: That the report be noted.

FS20 BUDGET POSITION 2025/26

FS20.1 Income and Expenditure Report and Budget Narrative

The Clerk provided the Income and Expenditure and Budget Narrative reports for consideration.

RESOLVED: That the reports be noted.

FS20.2 Budget Alignment Report

The Clerk provided the Budget Alignment report for consideration.

RESOLVED: That the update be noted.

FS21 INVESTMENT UPDATE

FS21.1 The Clerk presented the investment report.

RESOLVED: That the update be noted.

FS21.2 Consideration was given to re-investing the £100,000 that was due to mature in the Hinkley & Rugby Account. The Clerk presented several options. It was agreed that although some of the other options offered a slightly higher percentage the return was minimal over 90 days.

RECOMMENDATION TO COUNCIL THAT: The £100,000 be re-invested in a 90 day account with Hinkley & Rugby Building Society.

FS22 DIRECT DEBIT & STANDING ORDER LIST

It was noted that there were no updates to the Direct Debit / Standing Order list.

FS23 POLICY REVIEW

FS23.1 Policy Table

The Clerk provided the list of policies specific to the Finance & Staffing committee.

FS23.2 Capability Policy

The Clerk provided the Capability Policy for review.

RECOMMENDATION TO COUNCIL THAT:

- i. The Capability Policy be approved with no changes, and**
- ii. The review date be set for 3 years**

FS23.3 Sickness Policy

The Clerk provided the Sickness Policy for review.

RECOMMENDATION TO COUNCIL THAT:

- i. The Sickness Policy be approved with no changes, and**
- ii. The review date be set for 3 years.**

FS23.4 Stress Policy

The Clerk provided the Stress Policy for consideration.

RECOMMENDATION TO COUNCIL THAT:

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

FS23.5 Corporate Risk Policy

The Clerk provided the Corporate Risk Policy for review. It was agreed that no remedial action was required.

RECOMMENDATION TO COUNCIL THAT: The Corporate Risk Policy be approved.

FS23.6 Financial Strategy

The Clerk provided the Financial Strategy for review. The Clerk had updated the strategy to reflect current procedure.

RECOMMENDATION TO COUNCIL THAT: The Financial Strategy be approved.

FS24 HEALTH, SAFETY AND WELFARE WORKING GROUP

FS24.1 Health & Safety Actions

Consideration was given to the report presented by the Clerk.

RESOLVED: That the Clerk clarifies that Item 15 has been completed and to update Item 23 showing that the recommended fire extinguishes had been purchased and fitted.

FS24.2 Health, Safety and Welfare Working Group

The notes of the Health, Safety and Welfare Working Group meeting held on 8 September 2025 were considered.

The Clerk updated that the insurance claim had been at first denied by the Town Council's insurers. The claimant challenged the decision and further clarity was sought by the insurers from the Clerk. The matter is still on-going.

It was noted that the date of the next meeting of the Health, Safety & Welfare Working Group will be held on 16 March 2026 at 7pm and will be held online.

FS25 FUNDING STRATEGY ACTION PLAN

The Funding Strategy Action Plan presented by the Clerk was considered.

RESOLVED: That the Funding Strategy Action Plan is useful and to be monitored for effectiveness.

FS26 SECTION 106 & CIL UPDATE

FS26.1 S106

Consideration was given to the update on S106 monies from the Clerk.

RESOLVED: That the update be noted.

FS26.2 CIL

Consideration was given to the update from the Clerk. The Clerk updated that the updated CIL and S106 available funds had not yet been received from North Yorkshire Council. It was agreed that the complaint should be escalated.

RESOLVED: The complaint be escalated and the Clerk to request if it is possible to extend the spend by date due to not having an update for two years.

FS26.3 Consideration was given to the report received from the Clerk showing suggestions for using S106 & CIL Funding.

RESOLVED: That the report be noted.

FS27 TOWN COUNCIL ACTION PLAN

Consideration was given to the Council's Action Plan updates provided by the Clerk.

RESOLVED: That the update be noted.

FS28 PRIVATE SESSION

A motion was agreed to move to Private Session

FS29 STAFFING 2025/26

FS29.1 Staffing Update Report

The Clerk provided a staffing update report.

RESOLVED: That the report be noted.

FS30 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 27 October 2025	Council
Monday 24 November 2025	Council
Monday 1 December 2025	Land & Property Committee
Monday 15 December 2025	Council Special Budget Meeting
Monday 12 January 2026	Environment Committee
Monday 26 January 2026	Council
Monday 9 February 2026	Finance & Staffing Committee