



MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY TOWN COUNCIL HELD MONDAY 29 SEPTEMBER 2025 AT THE TOWN HALL, YORK STREET, SELBY

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PRESENT: Cllrs J Proud, R Harrison, K Franks, S Andrew, M Davis, S Shaw-Wright, T Beharrell, C Laskey, K Arthur, M Lawton, C Middlebrook and R Pope

66 PUBLIC QUESTIONS

There were no public questions.

67 APOLOGIES FOR ABSENCE

Cllrs M Dyson, W Nichols, F Matthews and H Davis.

68 DISCLOSURES OF INTEREST

There were no disclosures of interest.

69 CO-OPTION

Council members requested that this is moved to the agenda in October.

RESOLVED: That co-option is added to October agenda.

70 MINUTES OF LAST MEETING

70.1 Council

The minutes of the meeting of Council, held on 28 July 2025 were considered.

RESOLVED: That the minutes of the meeting of Council held on 28 July 2025 be approved as a correct record.

70.2 Updates from last meeting

It was noted that all actions from the last meeting have been carried out.

RESOLVED: That the update be noted.

70.3 Land and Property Committee

The recommendations from the Land and Property meeting, held on 1 September 2025 were considered.

It was noted that the quotations for the cemetery storage had not yet been received and that this will be added to October agenda.

RESOLVED THAT:

- i. **The minutes of the Land and Property Committee meeting held on 1 September 2025 be approved as a correct record, and**
- ii. **The following recommendations be approved.**

LP35.3 WISTOW ROAD

- i. The Swing Seat and chains are replaced at a cost of £1,041.70, and
- ii. The cost be taken from the Asset Replacement EMR.

LP47 CHRISTMAS LIGHTS 2026/27/28

- i. That quotation 1, Christmas Plus, be accepted at an annual cost of £18,865 + VAT, and
- ii. If permission is given to install anchor points on the buildings a one-off fee of £1,600 + VAT be approved.

LP48 1811

- i. That quotation 1, N2 Enterprises, to provide a Fire Strategy, be accepted at a cost of £1,200 + VAT, and
- ii. The cost to be taken from Contingencies Budget.
- iii.

LP49 TOWN HALL

- i. That quotation 1, N2 Enterprises, to provide a Fire Strategy, be accepted at a cost of £2,000 + VAT,
- ii. The Fire Warning System be added to the Fire Strategy at a cost of £500, and
- iv. The cost to be taken from Contingencies Budget.

LP50 FOODBANK

That: A 5 year lease is re-negotiated with the Foodbank.

70.4 Market Working Group

The notes from the Market Working Group, held on 3 September 2025 were considered.

The notes will be amended to include Cllr Franks apologies.

RESOLVED: That the notes from the Market Working Group held on 3 September 2025 be approved as a correct record subject to the abovementioned amendment.

70.5 Town Hall Management Committee

The recommendations from the Town Hall Management Committee meeting, held on 9 September 2025 were considered.

RESOLVED THAT:

- i. The minutes of the Town Hall Management Committee meeting held on 9 September 2025 be approved as a correct record, and
- ii. The following recommendations be approved.

TH5.4 ARTS BOOKINGS FOR 2026/27 AND BUDGET PROVISION

That the Arts Officer be given permission to book acts for 2026/27 based on the 2025/26 budget.

TH7 EDINBURGH FRINGE

That Approval be given for the Arts Officer to attend the Edinburgh Fringe Festival in 2026.

71 CORRESPONDENCE RECEIVED.

There has been no correspondence received.

72 ACCOUNTS

72.1 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 July 2025 and 1 – 31 August 2025 were considered, it was noted there were no petty cash payments in August.

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

PKF Littlejohn - £2,520.00 – External Audit Fee

Yorkshire Ambulance Service - £1,980.00 – Cover for Fun Day

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

Jolly Sailor Brewery - £3,316.80 – Beer Festival

A member of council noted that the Beer Festival was another great event this year.

RESOLVED THAT:

- i. The list of payments between 1 – 31 July 2025 in the sum of £101,010.12, the credit card payments made between 1 – 31 July 2025 in the sum of £1,456.98 and the petty cash payments made between 1 – 31 July 2025 in the sum of £218.06 be approved,**
- ii. The list of payments between 1 – 31 August 2025 in the sum of £45,045.82, the credit card payments made between 1 – 31 August 2025 in the sum of £1,460.42 and it was noted that there were no petty cash payments in August, and**
- iii. The abovementioned payments over £1,500 be approved.**

72.2 Balances

The balance at the Unity Bank on 31 August 2025 was £760,144.76, the balance at the Lloyds Bank on 31 August 2025 was £11,575.47 and the value of the funds on term deposit are:

- £86,673.92 with Unity Trust Bank Savings Account (Instant Access)
- £85,000 with Unity Trust (12 month term deposit)
- £100,000 with Hinkley & Rugby (90 day notice account)
- £95,753.04 (Bid Market Valuation as of 31 August 2025, Mid-Market Valuation £97,260.59) with Churches, Charities and Local Authorities (CCLA) Property Fund – (Statement not received at time of printing. The figures are taken from the CCLA website).

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

72.3 Notice of Conclusion of Accounts

The External Auditor's report was received and considered.

Council thanked the Clerk and staff for their work.

RESOLVED: That the report was received.

72.4 Wedding Virement

There is no virement to transfer funds from the Wedding Budget to the Staffing Budget for August and September 2025.

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

RESOLVED: That the update be noted.

73 TRAINING

73.1 Staff Training

All staff are currently completing Health & Safety Training on the Worknest portal.

73.2 Councillor Training

No requests have been received.

RESOLVED: That the update be noted.

74 BIG LOCAL

Cllr M Davis provided an update. The name has now changed to 'Our Space' and they have regular bookings. This can now be removed from the agenda.

RESOLVED THAT:

- i. That the update be noted, and
- ii. The item can be removed from the agenda.

75 POLICIES TO BE REVIEWED

It was noted there are no policies due to be reviewed.

RESOLVED: That the update be noted.

76 TOWN CLERK'S REPORT

The Clerk's report was received.

RESOLVED: That the update be noted.

77 PLANNING CONSULTATION RESPONSES

77.1 Planning Consultations

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

RESOLVED: That the update be noted.

77.2 Planning Application

The following Planning application was received and considered:

ZG2025/0622/COU Change of use of a residential care home to a mixed use of a children's care home and a special school, Denison House, 3 Denison Road, Selby [Documents for reference ZG2025/0622/COU: Public Access](#)

RESOLVED THAT:

- i. Council have no objection to the change of use, and
- ii. The clerk contacts the developer to request a meeting to discuss the running of the school.

78 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 79 to 80).

79 SALARIES AND OVERTIME

The August and September 2025 Schedule of Salary Payments were approved.

RESOLVED: That the August 2025 Schedule of Salary Payments in the sum of £24,945.37 and the September 2025 Schedule of Salary Payments in the sum of £23,461.01 be approved.

80 SUPPORT FOR REFUGEES IN OUR COMMUNITY

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

81 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

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
Monday 15 December 2025	Council Special Budget Meeting