

MINUTES OF THE PROCEEDINGS OF THE SELBY TOWN COUNCIL MEETING HELD ON 25 MARCH 2019 HELD AT THE TOWN HALL, YORK STREET, SELBY.

PRESENT: Cllrs E Lambert (Chair), M Dyson, C Dickinson, M Fagan, C Laskey, S Shaw-Wright, J Shaw-Wright, K Arthur, F Matthews, M Rofidi, G Harding, M Davis, I Lawton, S Andrew.

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178 PUBLIC QUESTIONS

A resident was in attendance to express his concern following the negative response received from North Yorkshire County Council regarding his request for a crossing on either Union Lane or Armoury Road.

He updated that he had received a report from NYCC Highways on Union Lane and Armoury Road with the conclusion that no crossing would be erected at this location. He considered that the decision made by NYCC to be unjust and that the survey carried out to be inaccurate.

Council agreed that the report had been poorly conducted and was fundamentally flawed and should be re-examined by NYCC Highways. It was inaccurate in several places. It stated that access to the Civic Centre was via Union Lane when the Civic Centre has been sited on Doncaster Road for 8 years. It was agreed that a safe crossing was needed at this location.

It was agreed that a senior Officer from NYCC Highways be invited to attend the next Town Council Meeting to discuss the issue further.

It was agreed that a 'traffic count' be requested at this junction to properly account for each vehicle passing through this location along with CCTV at the railway crossing.

A member volunteered to carry out a survey at the locations taking into account busy times ie. School start/leaving times, this would give a more accurate picture of the problem.

RESOLVED: That

- (i) The Clerk write to NYCC Highways expressing the Town Council's disappointment at the decision made and that the report was inaccurate and needed readdressing;**
- (ii) A request be made for the survey to be carried out again at busy times ie. School times;**
- (iii) A request be made for a 'traffic count' to be carried out on the highway;**
- (iv) A request be made for CCTV to be sited on the railway crossing; and**
- (v) A request be made for a senior Officer from NYCC Highways to attend the next Town Council Meeting to discuss the issue.**

179 APOLOGIES FOR ABSENCE

Councillors A J Thurlow, G Lockley, J Leake.

180 DISCLOSURE OF INTEREST

There were no disclosures of interest.

181 MINUTES OF LAST MEETING

181.1 The Clerk circulated an amended copy of the Town Council Minutes of the meeting on 25 February 2019 and these were considered.

RESOLVED: That the amended Town Council minutes of the meeting on 25 February 2019 be approved as a correct record.

181.2 The notes of the Town Hall Management Committee held on 4 March 2019 were considered.

RECOMMENDATION TO COUNCIL:

That the Arts Officer be given permission to book acts for 2020/21 based on the 2019/20 budget.

RESOLVED: That

- (i) The notes of the Town Hall Management Committee held on 4 March 2019 be received; and**
- (ii) The abovementioned recommendation approved.**

181.3 The Clerk circulated amended minutes of the Land & Property Meeting held on 11 March 2019 were considered.

RECOMMENDATIONS TO COUNCIL

LP20 – Sailing Through Time Project

The sum of £142.00 for transfer of the design of the plaque to a CAD file and £3,000 for the design of the plaque is approved.

LP21.2 – BT Versatility Telephone System

- (i) The BT Versatility telephone handsets be disposed of using the small electrical item recycling facility at the Amenity Site and the disposal form be completed; and**
- (ii) The Town Council consider drawing up an Environmental Policy.**

LP22 – Stonebridge Allotments

That the work to the replacement gate be carried out as soon as possible due to the deteriorating condition of the gate.

LP23 – Selby Cemetery

That the new storage container be installed at the Cemetery by the end of July 2019.

LP 26 – Play Areas

That the Resource Manager earmarks two items of play equipment on a well-used play area site, to have the surface replaced by the 'green matting'. The Resource Manager to report back to a future Land and Property Meeting with maintenance costs involved and the suitability of the carpeting.

LP 27 – Selby Beekeepers Association

- (i) That the Selby Beekeepers Association be authorised to erect an Apiary in Selby Cemetery on the earmarked site at the rear of the Chapels, at no cost to the Town Council; and**
- (ii) That the Clerk draws up a Service Level Agreement between Selby Town Council and Selby Beekeepers Association.**

LP29.1 – 1811 Building

That the works to deal with the woodworm issue be approved at a cost of £1127.00 plus VAT.

LP29.2 – 1811 Building

That a report from the Architect on works to returning the 1811 Building back to its natural state be awaited.

LP30 – Town Hall Windows

The Chair of Land and Property and Resource Manager arrange a meeting to re-visit the specification for the windows works and report back to a future meeting with findings.

RESOLVED: That

- (i) The amended minutes of the Land and Property Committee Meeting held on Monday 11 March 2019 be approved as a correct record; and**
- (ii) The abovementioned Recommendations be approved.**

182 CORRESPONDENCE RECEIVED

182.1 The letters/emails submitted to the Council since the last Meeting were received.

182.2 A response was received from Cllr Cattnach with regards to support offered for 42S Bus Service.

The response from Cllr Cattnach was not clear and it was agreed that if he required further information he should contact the Clerk for clarification.

RESOLVED: That

- (i) The letter from J Cattnach be received; and**
- (ii) J Cattnach be advised should he need further clarification to speak to the Clerk.**

A letter had been received from the President of the Carentan /Selby Twinning Committee inviting the Mayor to visit the Twinned Town in May.

RESOLVED: That

- (i) The letter from the President of Carentan /Selby Twinning Committee be received;**
- (ii) The President be advised that the Mayor would be advised of this invitation in due course; and**
- (iii) Should the new Mayor wish to attend they would do so at their own expense.**

183 ACCOUNTS

183.1 A folder containing all payments made since the last Town Council meeting was presented to Council and the RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 February 2019 and 28 February 2019 were considered.

Payments for approval over £1,000 are listed below:

£10,707.11 - Zurich Insurance for 1 April 2019-31 March 2020

£5040.00 – Campbell Design & Engineering Ltd for site preparation and laying of concrete base Phase 2.

RESOLVED: That

- (i) **The payments made between 1 February and 28 February 2019 in the sum of £36,973.51 and petty cash payments in the sum of £1,223.13 and credit card transactions in the sum of £122.00 be approved; and**
- (ii) **The abovementioned payments over £1,000.00 are approved for payment.**

183.2 The Clerk updated that the balance at the Unity Bank on 28 February 2019 was £ 796,614.17 and the value of the funds on term deposit were:

- £119,788.92 with Yorkshire Bank for a 12-month period (as at 19 December 2018)
- £104,447.00 (Bid Market Valuation as at 31 December 2018, Mid Market Valuation £106,091.00) with Churches, Charities and Local Authorities (CCLA) Property Fund
- £102,455.74 with Yorkshire Bank for a 6 month period (as at 16 November 2018)

RESOLVED: That

- (i) **The balance at Unity Bank be noted; and**
- (ii) **The value of funds on term deposit be noted.**

183.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for March 2019 for £ 59.63 to be considered and approved.

Virements - Market Waste Budget £1,300		
Details 2018/19	Cost £	Balance against Budget
Balance B/Fwd		£238.75
March	59.63	
Balance		£179.12

RESOLVED: That the virement to transfer funds for the Market Budget to the Staffing Budget in the sum of £59.63 be approved.

183.4 There was no Virement required for March 2019 to transfer funds from the Wedding Expenditure Budget to the Staffing Budget. The first wedding booked for 2019 would be on 22 June.

Virements – Wedding Expenditure Budget £1,000		
Details 2018/19	Cost £	Balance against Budget
Opening Balance		£-57.71
March		
Balance		£-57.71

RESOLVED: That the update be noted.

184 NEIGHBOURHOOD PLAN UPDATE

An update on the Neighbourhood Plan had been received from Groundwork and was considered.

A member agreed to follow up this report with Groundwork to clarify several issues and she considered that things should have moved further forward by now.

RESOLVED: That

- (i) The Neighbourhood Plan be noted; and**
- (ii) A member follow up the current situation regarding the preparation of the Neighbourhood plan and report back to the next meeting.**

185 SAILING THROUGH TIME PROJECT UPDATE

It was noted that work has started on Stage 2 of the project. The works were expected to be finished by 22 March and then it would be at least 4 weeks after that date for the concrete to dry sufficiently for the resin bound surface to be laid.

RESOLVED: That the update be noted.

186 TRAINING

186.1 To consider any requests for training from Councillors.

There were no requests for training.

187 POLICY REVIEW

A Policy Review table as prepared by the Clerk was considered.

RESOLVED: That

- (i) The Policy Review be noted;**
- (ii) The Clerk prepare a full list of all the Town Council's Policies for consideration at the next meeting; and**
- (iii) The Policies on Disposal Policy, No Smoking and E Cigarette Policy and Recording of Meetings Policy be approved and a review date of March 2020 is added.**

188 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

There was no update on Selby Town Enterprise Partnership.

189 CEF UPDATE

Cllr Shaw-Wright updated on the Central CEF. A presentation had been made on the Olympia Park development.

Cllr Dyson updated that the Station Quarter was being looked at by the Central CEF. A Grant had been applied for but plans were very vague. There were suggestions that a clear view should be made from the Station to the Abbey but this was not feasible due to development in the area.

RESOLVED: That the CEF update be noted.

190 BIG LOCAL

No report given.

RESOLVED: That the update on the Big Local be noted.

191 ONGOING ITEMS – CLERKS UPDATE

191.1 Events

Selby Family Funday – Sunday 16 June 2019

Food and Drinks Festival – Saturday 27 July 2019 from 9.30am – 5pm. The Clerk updated that sponsorship letters had been sent to local businesses.

Beer Festival – Saturday 3 August 2019

Bonfire & Fireworks Event - Saturday 2 November 2019

Remembrance Events:

Remembrance Service – Sunday 10 November 2019

Cemetery Remembrance Service – Monday 11 November 2019

Christmas Market and Lights Switch On Event - Saturday 30 November 2019

RESOLVED: That the abovementioned events be noted.

191.2 Town Hall - There were no matters for discussion.

191.3 Town Hall – Arts Centre - There were no matters for discussion.

191.4 Office - There were no matters for discussion.

191.5 Cemetery

The Clerk updated that works had started on the Cemetery Entrance and Roundabout Project.

RESOLVED: That

- (i) **The Clerk's update be noted; and**
- (ii) **The Cemetery entrance and gateway be kept closed until Monday 1 April 2019.**

191.6 Longmann Hills Farmhouse - There were no matters for discussion.

191.7 Market

The dates of the Farmers & Craft Market are as follows:

20 April 2019	20 July 2019	19 October 2019
18 May 2019	17 August 2019	16 November 2019
15 June 2019	21 September 2019	21 December 2019

It was noted that several buskers have been booked for each of the Farmers Markets this year as they had proved popular with the traders and public.

RESOLVED: That the update on the Farmer's Market be noted.

191.8 Play Areas - There were no matters for discussion.

191.9 Allotments - There were no matters for discussion.

191.10 Website – It was noted that some of the Website content was in need of updating and this would be looked at by the Digital Working Group at a future meeting.

191.11 Highways – The Clerk had written to N Y Highways Department requesting a list of planned roadworks for Selby Town for the next 12 months. A request had also been made for a Senior Officer responsible for these works to attend a future Town Council Meeting. No reply had been received to date.

RESOLVED: That

- (i) **The Clerk write to North Yorkshire Highways to follow up the request made for a list of planned road works; and**
- (ii) **A Senior Officer be invited to attend a future Town Council Meeting.**

191.12 Street Furniture - There were no issues for discussion.

192 PLANNING CONSULTATION RESPONSES

The Clerk reported on Planning Consultations dealt with under delegated authority since the last meeting of Council.

The Clerk clarified the addresses missing from the February report were as follows;

1. App.2019/0023/TPO –1 Reginald Terrace, Selby
2. App.2018/1102/OUT – 54 Millgate, Selby

RESOLVED: That

- (i) The Clerk's update be noted; and
- (ii) The Planning Consultations dealt with under delegated authority since the last meeting of Council be approved.

193 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.

196 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 8 April 2019	Special Council Grants Meeting
Wednesday 17 April 2019	Markets Working Group Meeting
Monday 29 April 2019	Council
Monday 13 May 2019	Finance & Staffing Committee
Monday 20 May 2019	Annual Council