

**Town Clerk
Mrs G Bell**

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24 April 2019

Dear Councillor

Town Council Meeting – Monday 29 April 2019

You are hereby summoned to attend the meeting of Selby Town Council which has been arranged for **MONDAY 29 April 2019 at 7.00 pm** at the Town Hall, York Street, Selby.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting.

Recording at Council Meetings Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to: - (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Town Council's Recording of Meetings Policy. Anyone wishing to record must contact the Town Clerk prior to the start of the meeting. Any recording must be conducted openly and not in secret.

Yours sincerely

Clerk to the Council

To: All Town Councillors

A G E N D A

202 PUBLIC QUESTIONS

203 APOLOGIES FOR ABSENCE

204 DISCLOSURE OF INTEREST

205 MINUTES OF LAST MEETING

205.1 To confirm as a correct record the notes of the Selby In Bloom meeting held on the 12 March 2019. (Pages 7 to 8 attached).

RECOMMENDATION TO COUNCIL THAT:

- i) That bee friendly seeds be purchased for scattering on the old graves at the Cemetery; and**
- ii) The seat is refurbished and the company responsible for the site be requested to tidy up the area.**

205.2 To confirm as a correct record the notes of the Fun Day meeting held on the 18 March 2019. (Pages 9 to 14 attached).

RECOMMENDATION TO COUNCIL THAT:

- i) That British Waterways Museum (Goole) be invited to be involved on the day at a cost of £160.00;**
- ii) New banners be ordered to publicise Fun day earlier in June, at the approximate cost of £100, and taken from the Fun day budget;**
- iii) The Clerk follow up the leaflet drop of the newer areas of Selby;**
- iv) That the play sand be purchased at a cost of £2625.00 plus VAT and a liner at £130.00, sheeting at £150.00 along with £300 for a JCB and taken from the Fun day budget;**
- v) That a vintage bus be booked for the event at a cost of £800.00 and taken from the Fun day budget;**
- vi) That the booking of 6 Pop Bands, in the sum of £2285 be approved and taken from the Fun day budget;**
- vii) That a small bar and refreshment unit be provided at this year's Funday on a trial basis, at no cost to the Council; and**
- viii) That the Town Council be asked to continue supporting the Fun Run up to a figure of £200.00.**

205.3 To confirm as a correct record the minutes of the meeting of Council held on the 25 March 2019. (Pages 15 to 23 attached).

205.4 To confirm as a correct record the minutes of the Council Grants Meeting held on 8 April 2019. (Pages 24 to 25 attached).

The Clerk was asked to clarify the following grant applications:

- i) The Coultish Centre and Flaxley Road TARA – Both applied for £1000 towards a defibrillator – This is for the same defibrillator. CEF have granted Flaxley Road TARA £1000 towards the cost.**
- ii) Selby Abbey (950) Grant – Because of the timescale of the project and the 950 celebrations and the school's schedules, the project has already begun. The Abbey had wanted the banners in place for the Tour De Yorkshire. Further work with local schools is on-going.**
- iii) Fibromyalgia & Chronic Illness Support Group – The group have secured use of a room in Studio 18, Station Road at a cost of £1040.00 for their meetings.**

- iv) **Sleepsafe Selby – The group are currently in talks about a plot of land behind Selby Bowling Alley but has not yet secured the lease. Public liability insurance is in place to cover fundraising activities and will be upgraded as work progresses.**
- v) **Community Furniture Store – The focus on recruitment is within the Town. Past referrals have come from Open Arms and recently they have engaged with Selby Disability Forum to raise awareness of the work they do. Practically, transport considerations mean that referrals are most likely to come from local people, more so if a carer is involved.**

206 CORRESPONDENCE RECEIVED

No correspondence has been received.

207 ACCOUNTS

207.1 A folder containing all payments made since the last Town Council meeting will be presented to Council and the RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 to 31 March 2019 attached for consideration. (Pages 26 to 30 attached).

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

Duffields – Selby Cemetery Entrance works £30,681.60

YLCA – Yearly membership £ 1528.00

British Gas – Town Hall Service Plan £ 1,707.68

207.2 The balance at the Unity Bank on 31 March 2019 was £586,388.47 and the value of the funds on term deposit are:

- £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).

The 6 month Yorkshire Bank Term deposit is due for renewal on 16 May 2019. The following options are available:

- Reinvest in the same Business Term Deposit for 6 months - interest 1.25% Gross (Previously 0.8%).
- Transfer to a longer-term Deposit Account e.g. 18 months – interest 1.46% Gross.

Other High Street Banks i.e. Lloyds and Nationwide are only offering 0.75% Gross.

207.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for April 2019 for £113.23 to be considered and approved.

Virements - Market Waste Budget £1,300		
Details 2019/20	Cost £	Balance against Budget
Balance B/Fwd		
April	113.23	
Balance		£1186.77

207.4 There is no Virement required for April 2019 to transfer funds from the Wedding Expenditure Budget to the Staffing Budget.

Virements – Wedding Expenditure Budget £1,000		
Details 2019/20	Cost £	Balance against Budget
Opening Balance		
April		
Balance		

207.5 CIL

The latest statement shows a balance of £9,225.03 to be claimed by 30 April or held until October 2019.

207.6 The Clerk provided an updated Direct Debit/Standing Order list for consideration. (Page 31 attached).

208 NEIGHBOURHOOD PLAN UPDATE

To receive an update from Councillor Davis.

209 SAILING THROUGH TIME PROJECT UPDATE

The contractors are expected to be on site from w/c 29 April 2019.

210 TRAINING

210.1 To consider any requests for training from Councillors.

211 POLICY REVIEW

The Clerk provided an updated Policy Review Table for consideration. (Page 32 attached).

212 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To receive the update from Councillor Davis.

213 CEF UPDATE

To receive an update on the Central CEF.

214 BIG LOCAL

To receive an update on the Big Local project from Councillor Davis.

215 ONGOING ITEMS – CLERKS UPDATE

215.1 Events

Fun Day – Sunday 16 June 2019

Arrangements for Funday are going well.

Food and Drinks Festival – Saturday 27 July 2019 from 9.30am – 5pm.

All the entertainment has been booked, buskers and street entertainers. Crombie Wilkinson have once again sponsored the shopping bags.

Beer Festival – Saturday 3 August 2019. Omega Security Services will again be this year's main sponsor

Bonfire & Fireworks Event - Saturday 2 November 2019

Remembrance Event – Sunday 10 November 2019

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

215.2 Town Hall

215.3 Town Hall – Arts Centre

215.4 Office

215.5 Cemetery

215.6 Longmann Hills Farmhouse

215.7 Market

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

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

215.8 Play Areas

215.9 Allotments

215.10 Website

215.11 Highways

215.12 Street Furniture

216 PLANNING CONSULTATION RESPONSES

The Clerk will report on Planning Consultations dealt with under delegated authority since the last meeting of Council (Page 33 attached).

217 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.

218 SALARIES AND OVERTIME

To receive a schedule of salary payments for April 2019.

219 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 13 May 2019	Finance & Staffing Committee
Monday 20 May 2019	Annual Council & Town Council
Monday 3 June 2019	Land & Property Committee
Monday 24 June 2019	Council
Monday 15 July 2019	Finance & Staffing Committee
Monday 29 July 2019	Council