

MINUTES OF THE PROCEEDINGS OF THE SELBY TOWN COUNCIL MEETING HELD ON MONDAY 24 JUNE 2019 AT THE TOWN HALL YORK STREET SELBY

PRESENT: Cllrs M Rofidi (Chair), M Davis, M Fagan, S Shaw-Wright, W Nichols, S Andrew, E Lambert, L Rofidi, K Arthur, I Lawton, S Cahill, F Matthews, J Proud, K Franks.

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30 PUBLIC QUESTIONS

There were no members of the public present.

31 APOLOGIES

Cllrs J Shaw-Wright, G Harding and C Laskey gave apologies.

32 DISCLOSURE OF INTEREST

There were no disclosure of interests.

33 MINUTES OF THE LAST MEETING

33.1 MINUTES OF ANNUAL TOWN COUNCIL MEETING HELD 20 MAY 2019

The Minutes of the Annual Town Council Meeting held on 21 May 2018 were received.

RESOLVED: That the Minutes of the Annual Town Council meeting held on Monday 25 June 2018 be approved.

33.2 MINUTES OF THE ANNUAL COUNCIL MEETING HELD OF 20 MAY 2019

The Minutes of the Annual Council meeting held on 20 May 2019 were received.

RESOLVED: That the Minutes of the Annual Council meeting held on 20 May 2019 be approved subject to;

- i) Cllr I Lawton added to the Members of the Land & Property Committee;**
- ii) Min 11.3 be amended to read 'Financial Years 2019/20 and 2020/21.'**

33.3 MINUTES OF COUNCIL MEETING HELD ON 20 MAY 2019

The minutes of the Council meeting held on 20 May 2019 were received.

RESOLVED: That the Minutes of the Council Meeting held on 20 May 2019 be approved subject to;

- i) Min 19 be amended to read 'There was no update from the Neighbourhood Plan.'**
- ii) Min 25.11 Resolved v) to read 'NY Highways be advised of the issue on Millgate, near the garage, with vehicles mounting the pavement'.**
- iii) Min 27.2 be amended to read '...statutory obligation to the Tenants child.'**

33.4 MINUTES OF THE LAND AND PROPERTY COMMITTEE MEETING HELD ON 3 JUNE 2019

The minutes of the Land & Property Committee Meeting held on 3 June 2019 were received.

RESOLVED That the Minutes of the Land & Property Committee Meeting held on 3 June 2019 be approved subject to;

- i) Min LP8 be amended to read ‘He stated that his child gained...’ and ‘...statutory obligation to the Tenants child.’**
- ii) The Mobile Phone Policy be approved subject to point 3 moved into conditions of use and document re-numbered, and the review date of June 2022 be approved;**
- iii) The Planning Consultation Policy be approved subject to removal of a) in point 1, and the review date of June 2021 be approved;**
- iv) The Cemetery & Memorial Rules and Regulations be approved subject to the re-wording of items 3.4 & 4.18, and the review date of June 2024 be approved;**
- v) The Resolutions for the Sailing Through Time Project be noted;**
- vi) The Grass Matting, pegs and ties be purchased at a cost of £2,479 ex. VAT and including delivery and taken from the EMR Efficiency budget;**
- vii) Two inclusive picnic table be bought once the Clerk has approval to use S106 funding;**
- viii) The Clerk to circulate the Lawns and Ashes Plan with the agreed lettering.**

Councillor S Shaw-Wright asked the Clerk to invite the agency Native Architects to a meeting along with Members of the Land & Property Committee and any other interested Councillors to discuss ideas for usage of the 1811 Building, to be held at the 1811 Building.

RESOLVED That the Clerk invite the agency Native Architects and Members to a meeting to be held at the 1811 Building to discuss usage and ideas at a date in the near future.

Council discussed the purchase of dog/waste bins as requested by members of the public. It was agreed in principle to purchase 2 waste bins subject to agreement with Selby District Council that the bins are sited in an accessible place to be emptied by SDC contractors.

RESOLVED That 2 waste bins be provided subject to agreement with Selby District Council that the bins are sited in an accessible place to be emptied by SDC contractors.

34 CORRESPONDENCE

The following had conveyed their thanks to Members of Council for grants awarded:

Angela Bridge, Lynne O’Dowd, Citizens Advice Mid-North Yorkshire, Selby District Rail Users Group, Fibromyalgia & Chronic Illness Support Group, Age UK and Filderstadt Twinning Group.

RESOLVED That the correspondence be noted.

35 ACCOUNTS

- 35.1 A folder containing all payments made since the last Town Council meeting was presented to Council with the RBS report detailing the list of payments, petty cash payments and**

credit card transactions between 1 – 31 May 2019. Payments over £1,000 considered were listed below;

NYCC – Street Lighting Energy Costs 2018-19	£ 3,643.04
AR Entertainments – Fun Day	£ 2,154.00
William A Cole – Fun Day	£ 1,250.00
Camel Events – Fun Day	£ 5,460.00
Campbell Design – Sailing Through Time	£21,360.00
Ollie Holman - Sailing Through Time	£ 2,500.00
Streetscape – Cone Climber (Flaxley Rd Play area)	£17,844.00
Omega Security Services – Fun Day	£ 3,354.00
Yorkshire Ambulance Services – Fun Day	£ 1,560.00
Addplant – Fun Day	£ 1,042.80
NYCC Footway Lighting Maintenance	£ 1,902.35

Councillor F Matthews reminded that at the Fun Day pre-meeting held on 18 March 2019 it had been resolved that prices be sought from other stage providers for 2020 to ensure the best price and facilities were being provided.

RESOLVED: That

- (i) **The abovementioned payments over £1,000 be approved;**
- (ii) **The payments made between 1-31 May 2019 in the sum of £ 76,038.76, petty cash in the sum of £297.20 and credit card £ 177.50 were approved;**
- (iii) **Cllr F Matthews update be noted.**

35.2 Unity Bank

The Clerk updated that the balance at the Unity Bank on 31 May 2019 was £697,825.17 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);
- £104,066 (Bid Market Valuation as at 17 June 2019, Mid Market Valuation £105,706) with Churches, Charities and Local Authorities (CCLA) Property Fund;
- £102,862.19 with Yorkshire Bank for a 6 month period (as at 16 May 2019).

RESOLVED: That the Clerk’s update be noted.

35.3 Market Expenditure Budget Virement

Council considered a Virement to transfer funds from the Market Budget to the Staffing Budget for June 2019 for £71.60.

Virements - Market Waste Budget £1,300		
Details 2019/20	Cost £	Balance against Budget
Balance B/Fwd		£1,139.45
June	71.60	
Balance		£1,067.85

RESOLVED: The Virement to transfer funds from the Market Budget to the staffing budget for June 2019 in the sum of £71.60 be approved.

35.4 Wedding Expenditure Budget Virement

There was no Virement required for June 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		£1000.00
June 2019	NIL	
Balance		£1000.00

RESOLVED: That the Clerk's update be noted.

36 SELBY NEIGHBOURHOOD PLAN UPDATE

Cllr S Shaw-Wright updated he had attended a meeting with Groundwork and Selby District Council. A draft of the Neighbourhood Plan was expected by the end of July for Council to see. It will then be sent back to SDC for the public to vote, at a cost to SDC, and expected to be approved by 2020. The main point of contention is Selby Dam, SDC see this area as a potential development opportunity, however Council want it supported as a green area.

RESOLVED: That Cllr S Shaw-Wrights update be noted.

37 TRAINING

There were no requests for training.

38 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

There was no update from the STEP

39 CEF UPDATE

There was no update from the CEF

40 BIG LOCAL

Cllr M Davis updated that currently the Big Local are trying to attract younger board members. Engagement has commenced for ideas supporting the use of 'The Hub'.

RESOLVED: That Cllr M Davis update be noted.

41 DEVELOPING TOWNS VISION & ACTION PLAN

A request had been received from SDC with regards to attending a meeting to discuss their work developing the local town vision and action plans. Cllr M Davis agreed to attend. If any other Councillors wish to attend, please inform the Clerk.

RESOLVED: That the update be noted.

42 VE DAY 75TH ANNIVERSARY

Cllr S Shaw-Wright proposed that Council agree to commemorate the VE Day Anniversary on the weekend of 8th – 10th May 2020. Events to celebrate and commemorate the Anniversary are planned throughout the country. Cllr Shaw-Wright initial suggestions include the following:

Friday 8 May – A paid ticketed event at the Town Hall in the evening.

Sat 9 May – A vintage event during the daytime on the Market Place and a concert in the Abbey in the evening with brass bands and vintage performers.

Sun 10 May – A formal service in the Abbey in the morning.

The Clerk to arrange an initial meeting with Canon John Weetman to discuss the events at the Abbey.

RESOLVED That the Weekend be commemorated, and the Clerk and Cllr S Shaw-Wright meet with Rev'd Canon Weetman.

43 GRANTS

Further information for the Children's Literacy Festival 950 grant application was received. This still proved to be inclusive and Council agreed not to approve the application.

Cllr S Shaw-Wright proposed that each of the 7 local primary schools receive £100 each to spend on books.

RESOLVED That;

- i) Children's Literacy Festival 950 Grant application is not approved;**
- ii) £100 be awarded to each of the 7 local primary schools (Selby Abbey School, Staynor Hall Academy, Longmann Hills CP School, Barlby Bridge Primary, Barwic Parade, Selby Community Primary and St Marys Primary to spend on books**

44 POLICY REVIEW

The Data Protection Policy was presented for approval.

RESOLVED: That the Data Protection Policy be approved and reviewed in 3 years.

The Equality & Diversity Policy was presented for approval.

RESOLVED: That the Equality & Diversity Policy be approved subject to item 9.1 being amended to read ‘This policy will be reviewed not less than every three years or more.’; and reviewed in 2022.

The Training Policy was presented for approval.

RESOLVED: That the Training Policy be approved and reviewed in 3 years.

45 ONGOING ITEMS – CLERKS UPDATE

45.1 Fun Day – Sunday 16 June 2019 - The Clerk updated that the event went very well, and no issues had been reported by security or staff. Cllr L Rofidi Malik asked if more leaflets could be produced for the 2020 event. The Clerk explained that it had been agreed to only send leaflets to the 2 new housing developments, Staynor Hall and Bovis development to draw attention to recent residents. It was agreed to discuss the cost effectiveness of leaflet dropping to the wider community or sending to local schools to include in the children’s book bags at the Fun Day de-brief meeting – date to be agreed.

Food and Drinks Festival- Saturday 27 July 2019 – The Clerk updated that a grant of £1000 had been received from STEP as a contribution towards entertainment.

Beer Festival – Saturday 3 August 2019 – The Clerk updated that tickets are selling steadily and that there is usually a rush a the few weeks leading up to the event.

Bonfire & Fireworks Event – Saturday 2 November 2019 – The Clerk updated that the firework order had been prepared.

Remembrance Event – Sunday 10 November 2019

Cemetery Remembrance Event – Monday 11 November 2019

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

45.2 Town Hall

There are no matters for discussion.

45.3 Town Hall – Arts Centre

There are no matters for discussion.

45.4 Office

There are no matters for discussion.

45.5 Cemetery

There are no matters for discussion.

45.6 Longmann Hills Farmhouse

There are no matters for discussion.

45.7 Market

There are no matters for discussion.

45.8 Play Areas

There are no matters for discussion.

45.9 Allotments

There are no matters for discussion

45.10 Website

There are no matters for discussion.

45.11 Highways

Cllr E Lambert raised concerns regarding recent repairs carried out to the Micklegate Car Park. Block sets had been removed to carry out repairs by service company's but not replaced, and tarmac used in place. It was agreed that this looked unsightly. Cllr M Davis also expressed concern at the bollards being removed and not replaced on the Market Place. Both these areas had been part of the Renaissance Project. The Clerk was asked to write to Selby District Council expressing concern over the two areas. Cllr M Fagan asked if the Clerk could also bring SDC's attention to the street signs throughout the Town.

RESOLVED: That the Clerk writes to SDC expressing concern over the repairs made to the Car Park, the removal of the bollards from the Market Place and the poor quality of the street signs.

45.12 Street Furniture

There were no matters for discussion.

46 PLANNING CONSULTATION RESPONSES

The Clerk presented planning responses dealt with under delegated authority since the last meeting of Council.

There was concern expressed over the increased number of retrospective planning applications including one from SDC.

Cllr W Nichols felt strongly over the proposed planning application for change of use of two retail units to form residential housing.

RESOLVED: That the Planning Consultations dealt with under delegated authority be approved.

47 PRIVATE SESSION

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and press were excluded from the meeting for the discussion of the following exempt business.

48 SALARIES

A schedule of salary payments for June 2019 was received.

RESOLVED: That the salary payment for June 2019 be approved.

49 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 15 July 2019	Finance & Staffing Committee
Monday 29 July 2019	Council
Monday 2 September 2019	Land & Property
Monday 9 September 2019	Town Hall Management Committee
Wednesday 11 September 2019	Market Working Group