

Town Clerk
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20 March 2019

Dear Councillor

Town Council Meeting – Monday 25 March 2019

You are hereby summoned to attend the meeting of Selby Town Council which has been arranged for **MONDAY 25 March 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

178 PUBLIC QUESTIONS

A resident would be in attendance to express his concern following the response from NYCC with regard to his request for a crossing on either Union Lane or Armoury Road. (Pages 7 -17 attached for information)

179 APOLOGIES FOR ABSENCE

180 DISCLOSURE OF INTEREST

181 MINUTES OF LAST MEETING

181.1 To confirm as a correct record the minutes of the meeting of the Town Council held on the 25 February 2019. (Pages 18 to 26 attached).

181.2 To confirm as a correct record the notes of the Town Hall Management Committee held on 4 March 2019 (Pages 27 to 29 attached).

RECOMMENDATION TO COUNCIL:

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

181.3 To confirm as a correct record the minutes of the Land & Property Meeting held on 11 March 2019. (Pages 30 to 35 attached).

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 be approved.

LP21.2 – BT Versatility Telephone System

- (i) The BT Versatility telephone handsets be disposed of 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

That the two further window quotes be awaited; and The Chair and Resource Manager arrange a meeting to re-visit the specification for the windows works and report back to a future meeting with findings.

LP31 – Selby Cemetery Rules & Regulations

That the amended Rules and Recommendations be brought back to the next Land and Property Meeting for consideration.

182 CORRESPONDENCE RECEIVED

182.1 To receive the letters/emails submitted to the Council.

182.2 A response was received from Cllr Cattanach with regards to support offered for 42S Bus Service. (Page 36 - 37 attached).

To receive a letter from the President of the Carentan – Selby Twinning (Page 38 attached)

183 ACCOUNTS

183.1 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 February 2019 and 28 February 2019 attached for consideration. (Page 39 - 42 attached).

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

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

Retrospective approval over £1,000 are listed below:

183.2 The balance at the Unity Bank on 28 February 2019 was £ 796,614.17 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)

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

183.4 There is no Virement required for March 2019 to transfer funds from the Wedding Expenditure Budget to the Staffing Budget. The first wedding booked for 2019 will 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

184 NEIGHBOURHOOD PLAN UPDATE

To receive the update on the Neighbourhood Plan (Pages 43 to 45 attached)

185 SAILING THROUGH TIME PROJECT UPDATE

Work has started on Stage 2 of the project. This is expected to be finished by 22 March and then it will be at least 4 weeks after that for the concrete to dry sufficiently for the laying of the resin bound surface.

186 TRAINING

186.1 To consider any requests for training from Councillors.

187 POLICY REVIEW

To consider the Policy Review table (Page 46 attached).

188 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To receive the update from Councillor Davis.

189 CEF UPDATE

To receive an update on the Central CEF.

190 BIG LOCAL

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

191 ONGOING ITEMS – CLERKS UPDATE

191.1 Events

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

Remembrance Event

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

191.2 Town Hall

191.3 Town Hall – Arts Centre

191.4 Office

191.5 Cemetery

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

191.6 Longmann Hills Farmhouse

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

Buskers have been booked for each of the Farmers Markets this year as they had proved popular with the traders and public.

191.8 Play Areas

191.9 Allotments

191.10 Website

191.11 Highways – The Clerk has written to Highways requesting a list for planned roadworks for Selby Town for the next 12 months and to request attendance at a future Town Council Meeting by the County Councillor and Officer responsible for these works. Reply awaited.

191.12 Street Furniture

192 PLANNING CONSULTATION RESPONSES

The Clerk will report on Planning Consultations dealt with under delegated authority since the last meeting of Council (Page 47 attached).

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

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

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.

194 SALARIES AND OVERTIME

195 1811 Building

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