

**Town Clerk  
Mrs G Bell**

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15 May 2019

Dear Councillor

### **Town Council Meeting – Monday 20 May 2019**

You are hereby summoned to attend the meeting of Selby Town Council which has been arranged for **MONDAY 20 MAY 2019**, following the Annual Meeting of Selby Town Council 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

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## **A G E N D A**

**13 PUBLIC QUESTIONS**

**14 APOLOGIES FOR ABSENCE**

**15 DISCLOSURE OF INTEREST**

**16 MINUTES OF LAST MEETING**

- 16.1 To confirm as a correct record the notes of the Market Working Group meeting held on the 24 April 2019. (Pages 5 to 6 attached)
- 16.2 To confirm as a correct record the minutes of the meeting of Council, held on the 29 April 2019. (Pages 7 to 15 attached)

## 17 CORRESPONDENCE RECEIVED

No correspondence received.

## 18 ACCOUNTS

- 18.1 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 – 30 April 2019 attached for consideration. (Pages 16 to 19 attached)

The following payments for approval over £1,000 to be considered:

£1,400 To be paid to the Mayor for the Mayors Allowance.

- 18.2 The balance at the Unity Bank on 30 April 2019 was £787,467.77 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)
  - £103,828.53 (Bid Market Valuation as at 31 March 2019, Mid Market Valuation £105,461.86) with Churches, Charities and Local Authorities (CCLA) Property Fund (Page 20 attached)
  - £102,455.74 with Yorkshire Bank for a 6 month period (as at 16 November 2018)
- 18.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for May 2019 for £47.32 to be considered and approved.

| <b>Virements - Market Waste Budget £1,300</b> |        |                        |
|---|--------|------------------------|
| Details 2019/20                               | Cost £ | Balance against Budget |
| Balance B/Fwd                                 |        | £1186.77               |
| May   | 47.32  |                        |
| Balance                                       |        | £1139.45               |

- 18.4 There is no virement required for May 2019 to transfer funds from the Wedding Expenditure to the Staffing Budget.

| <b>Virements – Wedding Expenditure Budget £1,000</b> |        |                        |
|--|--------|------------------------|
| Details 2019/20                                      | Cost £ | Balance against Budget |
| Opening Balance                                      |        | £1000.00               |
| May 2019   |        |                        |
| Balance  |        | £1000.00               |

## **19 SELBY TOWN NEIGHBOURHOOD PLAN UPDATE**

No further update.

## **20 TRAINING**

To consider any requests for training from Councillors (See pages 21 to 27 attached).

## **21 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)**

To receive the update from Councillor Davis.

## **22 CEF UPDATE**

To receive the update from Councillor Shaw-Wright

## **23 BIG LOCAL**

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

## **24 POLICIES TO BE CONSIDERED**

No Policies to be considered.

## **25 ONGOING ITEMS – CLERKS UPDATE**

### 25.1 Events

Fun Day - Sunday 16 June 2019. Unfortunately, the Canal Boat Trips have been cancelled due to the Yorkshire Waterways Sobriety Project abruptly closing due to lack of funding. Selby College will now sponsor the bus.

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

Beer Festival – Saturday 3 August 2019 – Tickets on sale from 14 May 2019.

Bonfire & Fireworks Event - Saturday 2 November 2019

Remembrance Event – Sunday 10 November 2019

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

### 25.2 Town Hall

### 25.3 Town Hall – Arts Centre

### 25.4 Office

### 25.5 Cemetery

## 25.6 Longmann Hills Farmhouse

## 25.7 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   |                  |

## 25.8 Play Areas

An incident had been reported at the Community Centre Play Area and a claim has been submitted to the Town Council Insurers.

## 25.9 Allotments

## 25.10 Website

## 25.11 Highways

An update was received from Sharon Fox, Highways Customer Communications Officer (Pages 28 to 29 attached).

## 25.12 Street Furniture

## **26 PLANNING CONSULTATION RESPONSES**

The Clerk will report on Planning Consultations dealt with under delegated authority since the last meeting of Council (Page 30 attached).

## **27 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.**

## **28 SALARIES AND OVERTIME**

To receive a schedule of salary payments for May 2019.

## **29 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS**

|                     |                              |
|---------------------|------------------------------|
| Monday 3 June 2019  | Land & Property Committee    |
| Monday 24 June 2019 | Council                      |
| Monday 15 July 2019 | Finance & Staffing Committee |
| Monday 29 July 2019 | Council                      |