

**MINUTES OF THE PROCEEDINGS OF SELBY TOWN MEETING HELD ON MONDAY 25
NOVEMBER 2019 AT THE TOWN HALL, YORK STREET, SELBY**

PRESENT; Cllrs M Dyson (Chair), M Davis, F Matthews, S Cahill, K Franks, G Harding,
L Rofidi, M Fagan, C Laskey,

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111 PUBLIC QUESTIONS

Kim McBride, Flaxley Road Tenants and Residents Association (TARA), was in attendance to discuss a letter he had submitted regarding a road safety project the TARA was involved with. The TARA were asking for advice on how to progress matters and bring the project to fruition.

It was noted that the TARA were working with Selby Community Primary School and the schoolchildren had provided designs for road signs which would alert drivers to the dangers of speeding. Mr McBride updated that he had been advised by Sharon Fox, NY Highways, that signs would only be granted permission within a 20mph area.

It was noted that he had not received a reply to his correspondence from NYCC Highways and it was agreed that the Town Council write to support the initiative. The Clerk to also point out that it was very disappointing that a reply was not forthcoming to the TARA.

A Councillor updated that funding was available from CEF for schemes such as this.

RESOLVED: That the Clerk write to NYCC Highways expressing their concern at the lack of response to Flaxley Road TARA and supporting their initiative to erect warning signs in areas around Flaxley Road, Selby.

112 APOLOGIES FOR ABSENCE

Cllrs Shaw-Wright, J Shaw-Wright, M Rofidi, E Lambert.

113 DISCLOSURE OF INTEREST

There were no disclosures of interest.

114 POLICE INSPECTOR WEDGEWOOD

Inspector Wedgewood was in attendance to answer Councillors questions. Councillors had previously submitted questions prior to the meeting and Inspector Wedgewood had provided answers and these were attached to the Agenda.

He went through the Councillors questions as shown on the Agenda and elaborated on several points.

He updated that 4 new rooms were to be built at the Civic Centre that the police could use to interview people and reduce the number of interviews carried out at the front desk.

A Councillor asked if there were enough parking spaces for police vehicles at the Civic Centre.

Inspector Wedgewood advised that parking was sufficient for their vehicles. Police vehicles parked up at the rear of the Ambulance Station and two additional spaces were to be provided in the near future.

A Councillor asked whether Inspector Wedgewood felt that having most of the emergency services in one location was a good idea.

Inspector Wedgewood considered that this was a positive thing and it was good for services to work together.

Inspector Wedgewood outlined the amount of Police on duty in Selby District ie; 6/8 PC's plus a sergeant per shift plus the Neighbourhood Officer Teams ie; 2 PC's, 1 Sergeant plus 6/7 PCSO's (the Neighbourhood Policing Team only working up to teatime).

He considered that these numbers had an effect on the night time economy as there wasn't space personnel on duty to stop and search people, the Police on duty were dealing with calls as they were reported.

A Councillor asked how long it took to train a Police Officer?

Inspector Wedgewood advised that a period of two years would be required to train a Police Officer.

A Councillor expressed concerns at groups of youths collecting in areas around Town eg. Community Centre, Community Land, Leisure Centre, Selby Park, Day Centre etc. He noted that if the Police attended sites following a phone call, the youths would disperse on seeing the police vehicle. They would then move onto one of the other areas. He asked whether 'dispersal orders' could be issued in these cases. He advised that he had reports of dog walkers being abused by drinkers on a morning, as early as 10am. He noted that it appeared that certain groups of people considered that it was culturally acceptable to hang around areas and drink.

Inspector Wedgewood advised that he was making Antisocial Behaviour (ASB), in Selby a priority since starting work here at the beginning of the year. Police were very aware of the issues around ASB and who was involved and he updated that a new Partnership was being formed called 'The Community Alcohol Partnership' and a plan would be formed in due course on how best to deal with social drinkers in the areas mentioned. He welcomed Councillors to be involved in this initiative, he agreed to forward details to the Clerk.

A Councillor suggested that it would be very useful to have an internal number for the Police Station, so that if Councillors saw something, they could advise the Police prior to the issue becoming a problem. When ringing 101 calls were often on hold for a long time and having an internal number would assist Councillors.

Inspector Wedgewood advised that unfortunately this was not possible as the only numbers accessible to the public were 101 and 999. He would, however, advise the Clerk of the best email to reach him on so members could contact him directly.

A Councillor asked about the CCTV coverage in Town and whether Inspector Wedgewood considered it to be a useful tool in fighting crime.

Inspector Wedgewood confirm that CCTV was a very useful tool, however the quality of the images and the amount of CCTV cameras in Town now was very limited. 20 years ago the CCTV were state of the art, but no longer. The cameras were not monitored, and he considered if they were it would be a better situation.

A Councillor asked whether the speed cameras could be utilised on an evening in Town.

Inspector Wedgewood said he would look into this matter and report back. He updated that recently an operation had taken place in Town with drug teams and drug dogs. This initiative had been well received by the public. He hoped that this type of exercise would be repeated.

A Councillor noted the recent police work carried out around Selby Park. Youths of 15/16/17 years were frequenting the park being sold and selling drugs.

Inspector Wedgewood noted that work had been done to clamp down on drug selling in the area and an arrest had been made. This work was ongoing.

A Councillor asked why speed cameras were always parked in the same locations?

Inspector Wedgewood advised that there were legalities as to where vehicles could stand and that you can go online to request speed cameras to attend an area of concern.

The Chair thanked Inspector Wedgewood for attending the meeting and answering all the questions raised by Councillors and updating on the policing of Selby Town.

115 MINUTES OF LAST MEETING

115.1 The Minutes of the Finance & Staffing Committee held on 21 October 2019 were considered.

Min FS30 – It was agreed that Cllrs C Laskey, S Cahill and K Franks be appointed to the Health, Safety and Welfare Working Group.

RESOLVED: That

- (i) The Minutes of the Finance and Staffing Committee Meeting held on 21 October 2019 were approved as a correct record;**
- (ii) The following Recommendations be approved; and**
- (iii) Cllrs C Laskey, S Cahill and K Franks be appointed to the Health, Safety and Welfare Group along with the Clerk and a member of staff.**

RECOMMENDATION TO COUNCIL That:

- i) Item FS23 – The IT Provision allocated amount be increased to £13,000;**
- ii) Item FS26 – Both the 6-month and 12-month Term Deposit accounts be rolled over;**
- iii) Item FS26 – The CCLA Property Fund Dividends of £4,463.14 from 2018/19 be invested in the 12-month Term Deposit account;**
- iv) Item FS27.1 – The Following amendment to the TOIL/Flexitime Policy be added: “Under the working time regulations staff are entitled to a rest period of not less than 11 consecutive hours in each 24-hr period or compensatory rest at the next suitable opportunity”;**
- v) Item FS27.1 – The date of the next review be November 2020;**
- vi) Item FS27.2 – No changes be made to the Disciplinary Policy & Procedure;**
- vii) Item FS27.2 – The date of the next review be Autumn 2022;**
- viii) Item FS27.3 – The Grievance Policy & Procedure be reviewed once the Clerk has received updated information from NALC, and fix the next date for review as Autumn 2022;**
- ix) Item FS28 – That the Corporate Risk Assessment be reviewed annually;**
- x) Item FS29 – The committee recommends in the interim that once the new Finance Manager is in post, the Finance Manager becomes responsible for fulfilling the duties of RFO, whilst the Clerk remains accountable for those duties being undertaken;**

- xi) Item FS30 – That the Health, Safety and Welfare Group reconvenes;
- xii) Item FS32 – That a photocopier/printer – model RISO Inkjet Printer-AU RISO CC 7150 – be leased from RISO for a period of 60 months; and
- xiii) Item FS28 – Corporate Risk Assessment – No changes be made to the Corporate Risk Assessment.

115.2 The Minutes of the Town Council Meeting held on 28 October 2019 were considered.

RESOLVED; The Minutes of the Town Council Meeting held on 28 October 2019, be approved as a correct record.

116 CORRESPONDENCE

116.1 The letter received from Flaxley Road TARA requesting assistance with a road safety project had been discussed in Public Questions.

117 ACCOUNTS

117.1 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 – 31 October 2019 were considered.

RESOLVED: That the payments made between 1 – 31 October 2019 in the sum of £69,509.00 and the petty cash payments in the sum of £576.89 and credit card transactions in the sum of £261.53 between 1 -31 October 2019 be approved.

The following payments over £1,000 were considered:

NYCC £ 1,191.34 Fuel Charges for April, May, June, July, August & Sept 2019.

RESOLVED: That the abovementioned payments over £1,000 be approved.

117.2 The balance at the Unity Bank on 31 October 2019 was £793,835.52 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)
- £102,573 (Bid Market Valuation as at 31 October 2019, Mid-Market Valuation £104,190) with Churches, Charities and Local Authorities (CCLA) Property Fund (Pages 27 to 28 attached)
- £102,862.19 with Yorkshire Bank for a 6-month period (as at 16 May 2019)

RESOLVED: That the balance at Unity Bank be noted and balances on long term deposit be noted.

117.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for November 2019 for £49.42 was considered.

Virements - Market Waste Budget £1,300		
Details 2019/20	Cost £	Balance against Budget
Balance B/Fwd		£660.91
November	49.42	
Balance		£611.49

RESOLVED: That the virement to transfer funds from the Market Budget to the Staffing Budget in the sum of £49.42 be approved.

117.4 The virement to transfer funds from the Wedding Expenditure Budget to the staffing Budget for November 2019 for £223.10 to be considered and approved.

Virements – Wedding Expenditure Budget £1,000		
Details 2019/20	Cost £	Balance against Budget
Balance B/fwd		£675.76
November	223.10	
Balance		£452.66

RESOLVED: That the virement to transfer funds from the Wedding Expenditure Budget to the staffing budget for November in the sum of £233.10 be approved.

118 SELBY TOWN NEIGHBOURHOOD PLAN UPDATE

Councillor Davis had been in touch with Groundwork Selby to chase up the Neighbourhood Plan, a reply was still awaited.

RESOLVED: That the STEP update be noted.

119 COUNCILLOR TRAINING

There were no requests from Councillors.

120 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

There were no updates on STEP.

121 CEF UPDATE

No meeting had been held since the last meeting of Council.

122 BIG LOCAL

It was noted that the consultation was continuing for the Flaxley Road Drop in Centre.

RESOLVED: That the update be noted.

123 POLICIES TO BE REVIEWED

No policies were due to be reviewed this month.

124 ONGOING ITEMS – CLERKS UPDATE

124.1 Events

Remembrance Event – Sunday 10 November 2019 – The Clerk updated that there had been a huge turnout again this year.

Christmas Market and Lights Switch On Event – Saturday 30 November 2019 -The Clerk reminded Councillors of the date for the Christmas Market and Christmas Lights switch on.

RESOLVED: That the Clerk’s update be noted.

124.2 Town Hall

There were no matters for discussion.

124.3 Town Hall – Arts Centre

There were no matters for discussion.

124.4 Office

There were no matters for discussion.

124.5 Cemetery

There were no matters for discussion.

124.6 Longmann Hills Farmhouse

There were no matters for discussion.

124.7 Market

There were no matters for discussion.

124.8 Play Areas

There were no matters for discussion.

124.9 Allotments

There were no matters for discussion.

124.10 Website

There were no matters for discussion.

124.11 Highways

There were no matters for discussion.

124.12 Street Furniture/Street Lighting

There were no matters for discussion.

125 INTERNAL AUDITORS REPORT – FIRST VISIT 2020

The abovementioned Internal Auditors report was considered.

The Clerk noted and had dealt with the matters raised by the Auditor in the recent letter.

RESOLVED: That the Internal Auditors Report – First Visit 2020 was received; and the points noted and matters raised addressed.

126 PLANNING CONSULTATION RESPONSES

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

RESOLVED: That the Planning Consultation dealt with by the Clerk under delegated authority since the last Town Council Meeting, be approved.

127 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.

128 SALARIES AND OVERTIME

A schedule of salary payments for November 2019 in the sum of £35,718.38 was received.

RESOLVED: That the Salary payments for November 2019 in the sum of £35,718.38 be approved.

The Clerk updated that the two staff vacancies had been filled and the new Finance Officer and Market/Events Manager would start their employment with the Town Council in January 2020.

RESOLVED: That the Clerk's update be noted.

129 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 2 December 2019

Monday 6 January 2020

Monday 20 January 2020

Monday 27 January 2020

Land & Property Committee

Council Special Budget Meeting

Finance & Staffing Committee

Council