

**Town Clerk
Mrs G Bell**

Tel No 01757 708449

E-Mail: g.bell@selbytowncouncil.co.uk



24 September 2019

Dear Councillor

Selby Town Council,
The Town Hall,
York Street
Selby YO8 4AJ
Tel: 01757 708449
Email:
admin@selbytowncouncil.co.uk

Town Council Meeting – Monday 30 September 2019

You are hereby summoned to attend the meeting of Selby Town Council which has been arranged for **MONDAY 30 SEPTEMBER 2019 at 7.00pm** 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

- 67 PUBLIC QUESTIONS**
- 68 APOLOGIES FOR ABSENCE**
- 69 DISCLOSURE OF INTEREST**

70 TRANSFORMING CITIES FUND

Tania Weston & Julian Rudd, SDC Economic & Regeneration Project in attendance to answer questions on the consultation for improving the area around the station. (Pages 7 to 9 attached).

71 MINUTES OF LAST MEETING

- 71.1 To confirm as a correct record the minutes of council, held on 29 July 2019. (Pages 10 to 17 attached).
- 71.2 To confirm as a correct record the minutes of the meeting of Land & Property Committee held on the 2 September 2019. (Pages 18 to 22 attached).

RECOMMENDATION TO COUNCIL That:

- i) The Allotment Rules & Regulations Policy be approved by Council subject to updating as suggested,**
- ii) The Clerk researches rules & regulations around the use of bonfires and recreational fires,**
- iii) The Clerk write to all allotment tenants on the Westbourne site with regards to disposal of waste,**
- iv) The Sailing Through Time Garden Project be approved in principle and that further discussion take place with Groundwork and Councillors,**
- v) The Cemetery updates be noted,**
- vi) A budget of £10,000 for initial fees up to planning stage for the Cemetery Chapel Project for scheduled works by Native Architects to be taken from un-allocated balances,**
- vii) The updates regarding the Apiary for the Beekeepers Association be noted, and**
- viii) The updates from the Clerk with regards to the 1811 Building be noted.**

72 CORRESPONDENCE RECEIVED

- 72.1 To receive and consider an email from Wheels to Work Scheme with regards to funding. (Page 23 attached).

73 ACCOUNTS

- 73.1 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 – 31 July 2019 and 1 – 31 August attached for consideration. (Pages 24 to 31 attached)

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

£ 1,316.40	Burn Fencing – Bondgate Community Woodland
£ 1,900.32	Evergrip – Arts Centre Stair Nosings
£ 3,351.03	The UK Firework Company – Bonfire & Fireworks Display
£ 9,938.40	Christmas Plus Ltd – Hire of Christmas Lights
£ 1,702.97	The Jolly Sailor Brewery – Beer Festival
£ 1,920.00	PKF LittleJohn LLP – External Audit
£ 2,692.20	Omega Security Services – Bonfire & Fireworks Display

- £ 1,373.81 A Hammond – Stonebridge Allotments
- £ 1,800.00 A Hammond - Stonebridge Allotments
- £ 2,304.00 Groundwork – Bondgate Woodland, Maintenance visits
- £ 3,660.00 PBJ Management Ltd – Rory Bremner at the Abbey

Payments made since the last meeting of Council, needing retrospective authorisation (authorised by the Chair of Finance & Staffing and Chair of Council) over £1,000 are listed below:

£ 2,294.40 A & C Audio Visual Ltd – Large Cinema Screen

73.2 The balance at the Unity Bank on 31 August 2019 was £602,819.32 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)
- £103,034 (Bid Market Valuation as at 31 August 2019, Mid-Market Valuation £104,657) with Churches, Charities and Local Authorities (CCLA) Property Fund (Pages 32 to 34 attached)
- £102,862.19 with Yorkshire Bank for a 6-month period (as at 16 May 2019)

73.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for August 2019 for £71.60 and September 2019 to be considered and approved.

Virements - Market Waste Budget £1,300		
Details 2019/20	Cost £	Balance against Budget
Balance B/Fwd		£987.57
August	129.70	£857.87
September	81.63	
Balance		£776.24

73.4 There is no virement required for either August 2019 or September 2019 to transfer funds from the Wedding Expenditure to the Staffing Budget.

Virements – Wedding Expenditure Budget £1,000		
Details 2019/20	Cost £	Balance against Budget
Opening Balance		£675.76
August	-	
September	-	
Balance		£675.76

74 SELBY TOWN NEIGHBOURHOOD PLAN UPDATE

No further update.

75 TRAINING

To consider any requests for training from Councillors.

76 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To receive the update from Councillor Shaw-Wright.

77 CEF UPDATE

To receive the update from Councillor Shaw-Wright.

78 BIG LOCAL

No further updates.

79 DEVELOPING TOWNS VISION & ACTION PLAN

To receive and consider the report of the Clerk. (Page 35 attached).

80 NALC

80.1 To receive and note The Public Bodies (Website & Mobile Applications) (No.2) Accessibility Regulations 2018. (Pages 36 to 40 attached).

80.2 To receive and consider the Policy Consultation E-Briefing 09-19 Independent Review into Local Government Audit. (Pages 41 top 42 attached).

80.3 To note that there are amendments to be made to the Financial Regulations. These will be reviewed at Finance & Staffing 21 October 2019.

81 S137 GRANTS

To consider the request from Sleepsafe. The grant application was first received on 29 March 2019, and the application was deferred until a location for the container was secured. Sleepsafe have confirmed that a location has been found and the container is now sited on land to the rear of Selby Bowl & Fun, behind the car wash. (Page 43 attached).

82 POLICIES TO BE REVIEWED

There are no policies to be reviewed this month.

83 ONGOING ITEMS – CLERKS UPDATE

83.1 Events

Beer Festival – Saturday 3 August 2019 – Another great beer festival. Almost sold out.

Bonfire & Fireworks Event - Saturday 2 November 2019 - Preparations underway

Remembrance Event – Sunday 10 November 2019 – Preparations underway.

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

83.2 Town Hall

83.3 Town Hall – Arts Centre

83.4 Office

83.5 Cemetery – Appropriate wording has been provided by Crombie Wilkinson for signage for the Farm Field. One sign to be displayed on the gate leading onto the field and a second on the telegraph pole in the centre of the field facing the houses on Westbourne Road. (Page 44 attached).

83.6 Longmann Hills Farmhouse

83.7 Market – Final Bank Holiday market of the year was very well attended by traders and public.

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

19 October 2019
16 November 2019
21 December 2019

83.8 Play Areas

83.9 Allotments – To discuss an email received in Private Session

83.10 Website

83.11 Highways

83.12 Street Furniture/Street Lighting – To receive further information from the Clerk re the request from residents from the Haven for a streetlight. (Page 45 attached).

84 BONDGATE WOODLAND

To receive and consider a report from the Resource Manager and Groundwork UK. (Pages 46 to 49 attached).

85 PLANNING CONSULTATION RESPONSES

The Clerk will report on Planning Consultations dealt with under delegated authority since the last meeting of Council (Pages 50 to 51 attached).

86 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.

87 SALARIES AND OVERTIME

To receive a schedule of salary payments for August 2019 and September 2019.

88 ALLOTMENT TENANT

To receive and note an email from an allotment tenant. (Page 52 attached).

89 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 21 October 2019	Finance & Staffing Committee
Monday 28 October 2019	Council
Monday 25 November 2019	Council
Monday 2 December 2019	Land & Property Committee
Monday 6 January 2020	Council Special Budget Meeting
Monday 20 January 2020	Finance & Staffing Committee
Monday 27 January 2020	Council