

**Town Clerk
Mrs G Bell**

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Selby Town Council,
The Town Hall,
York Street
Selby YO8 4AJ
Tel: 01757 708449

20 February 2019

Dear Councillor

Town Council Meeting – Monday 25 February 2019

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

160 PUBLIC QUESTIONS

161 APOLOGIES FOR ABSENCE

162 DISCLOSURE OF INTEREST

163 MINUTES OF LAST MEETING

163.1 To confirm as a correct record the minutes of the meeting of Council held on the 28 January 2019. (Pages 6 to 14 attached).

164 CORRESPONDENCE RECEIVED

To receive the letters/emails submitted to the Council.

164.1 To receive and consider the further information provided by Cllr Cattanach regarding financial support for the 42S Bus Service. (Page 15 to 16 attached).

165 ACCOUNTS

165.1 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 January and 31 January 2019 are attached for consideration. (Pages 17 to 20 attached).

Direct Debit Payments over approved maximum are listed below:

World Pay Office terminal £ 352.29 (Increased sales of Arts Programme).

Direct Debit Payments not on approved list are listed below:

World Pay Virtual Terminal Sales £ 38.82 (Usually only twice a year on first few days of ticket sales for new Arts programme).

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

Selby District Council – Markets Waste £ 3,384.40
Selby District Council – Cemetery Waste £ 1064.16

Retrospective approval over £1,000 are listed below:

None

165.2 The balance at the Unity Bank on 31 January 2019 was £800,733.32 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)
- £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 (Pages 21 to 22 attached).
- £102,455.74 with Yorkshire Bank for a 6 month period (as at 16 November 2018)

165.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for February 2019 for £53.74 to be considered and approved.

Virements - Market Waste Budget £1,300		
Details 2018/19	Cost £	Balance against Budget
Balance B/Fwd		£292.49
February	53.74	
Balance		£238.75

165.4 There is no Virement required for February 2018 to transfer funds from the Wedding Expenditure Budget to the Staffing Budget.

Virements – Wedding Expenditure Budget £1,000		
Details 2018/19	Cost £	Balance against Budget
Opening Balance		£-57.71
February		
Balance		£-57.71

166 NEIGHBOURHOOD PLAN UPDATE

An update on the progress of the Neighbourhood Plan and the timetable for the project to go to referendum and be adopted by Selby District Council has been requested.

167 SAILING THROUGH TIME PROJECT UPDATE

The contractors are planning to start the 2nd phase mid-March.

168 TRAINING

168.1 To consider the Planning Training offered by YLCA for Councillors at a cost of £115. (Page 23 to 26 attached).

169 POLICY REVIEW

Annual Leave Policy is at Staff Consultation stage.

170 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To receive the update from Councillor Davis.

171 CEF UPDATE

To receive an update on the Central CEF.

172 BIG LOCAL

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

173 ONGOING ITEMS – CLERKS UPDATE

173.1 Events

Food and Drinks Festival – Saturday 29 July 2019 from 9.30am – 5pm.

There are currently 28 traders booked for the festival. A second round of invites has now been sent out. Nigel Brown has once again been booked to provide cookery demonstrations throughout the day.

Beer Festival – Saturday 3 August 2019.

The Jolly Sailor Brewery, based at the Olympia Hotel on Barlby Road, have been booked to run the bar this year. A local caterer, Mr Roast, has been booked to provide the catering. Andy Atkinson is again booking the bands.

Bonfire & Fireworks Event

Remembrance Concert and Remembrance Event

Christmas Market and Lights Switch On Event

173.2 Town Hall

173.3 Town Hall – Arts Centre

173.4 Office

173.5 Cemetery

173.6 Longmann Hills Farmhouse

173.7 Market

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

16 March 2019	15 June 2019	21 September 2019
20 April 2019	20 July 2019	19 October 2019
18 May 2019	17 August 2019	16 November 2019

173.8 Play Areas

173.9 Allotments

173.10 Website

173.11 Highways

173.12 Street Furniture

174 PLANNING CONSULTATION RESPONSES

The Clerk will report on Planning Consultations dealt with under delegated authority since the last meeting of Council (Pages 27 attached).

175 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.

176 SALARIES AND OVERTIME

To receive a schedule of salary payments for February 2019.

177 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

177.1 To consider the draft schedule of meetings for 2019/20. (Page 28 attached).

Monday 11 March 2019	Land & Property Committee
Monday 25 March 2019	Council
Monday 8 April 2019	Special Council Grants Meeting
Wednesday 17 April 2019	Market Working Group Meeting
Monday 29 April 2019	Council
Monday 13 May 2019	Finance & Staffing Committee
Monday 20 May 2019	Annual Council