

# MINUTES OF THE PROCEEDINGS OF THE TOWN COUNCIL MEETING HELD ON MONDAY 26 OCTOBER 2020 HELD ON LINE.

**PRESENT** Councillors M Dyson (Chair), I Lawton, F Matthews, M Davis, W Nichols, M Fagan, M Rofidi, S Andrew, J Shaw-Wright, S Shaw-Wright, C Laskey, K Arthur, J Proud and S Cahill

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## **70 PUBLIC QUESTIONS**

There were no members of the public present.

## **71 APOLOGIES FOR ABSENCE**

Cllrs L Rofidi, K Franks, G Harding and E Lambert

## **72 DISCLOSURE OF INTEREST**

Part 2 – Private Session item 87 – Cllrs M Davis, F Matthews and M Fagan

## **73 MINUTES OF LAST MEETING**

### **73.1 NOTES OF THE MARKET WORKING GROUP HELD ON 2 OCTOBER 2020**

The notes of the Market Working Group held on 2 October were considered.

#### **RESOLVED:**

- i) **The notes of the Market Working Group be noted**
- ii) **The Recommendations from the Market Working Group be approved**

### **73.2 MINUTES OF TOWN COUNCIL MEETING HELD ON 28 SEPTEMBER 2020**

The minutes of the Town Council Meeting held on 28 September 2020 were considered.

**Item 65.11** Cllr K Arthur updated that the repairs to the A19 had been delayed by a problem with the gas main. The repairs are scheduled to be completed by 25 June 2021, hopefully earlier. Cllr K Arthur also reported on the repairs to the A63 swing bridge and said that due to some parts corroding there had been concerns that the bridge wouldn't be able to open.

**RESOLVED That the minutes of the Town Council meeting be approved.**

### **73.3 MINUTES OF THE FINANCE AND STAFFING COMMITTEE HELD ON 19 OCTOBER 2020**

The minutes of the Finance and Staffing Committee held on 19 October 2020 were considered.

**RESOLVED: That the minutes of the Finance & Staffing Committee meeting held on 19 October 2020 be approved subject to:**

- i) Item FS31.2 Resolved to read as follows:**
  - i) 2No Inclusive Roundabouts, 1 each for Flaxley Road & Barwic Parade play areas be purchased & installed**
  - ii) Local disability groups be consulted on the suitability of the proposals**
  - iii) The final decision as to which option to pursue be delegated to the Chair of Land & Property and the Clerk**
  - iv) The balance from S106, £22,099.49, be used to fund this, and the shortfall be taken from unallocated balances**
  
- ii) RESOLVED : That the recommendations at items FS28.2, FS29.2, FS29.3 and FS29.5 be approved.**

### **74 CORRESPONDENCE**

**74.1** An email had been received from the Regional Campaigns Officer, Yorkshire and Humber RNIB (Royal National Institute of Blind People).

**RESOLVED:**

- i) The Clerk writes back to the Regional Campaigns Officer**
- ii) The Clerk refers the email to Cllrs K Arthur and S Duckett, and NYCC Highways**

**74.2** Cllr M Davis reported she had been in contact with local primary schools regarding the Town Council providing vouchers for disadvantaged children. Due to the Government not providing vouchers for half term, as they did in the summer holidays, she felt that many families would struggle to provide food during half term and although it was too late to help prior to the holidays the Town Council could ensure that the families had the vouchers on their return to school. It was felt that the Town Council could also have a scheme in place ready for the Christmas Holidays should it be necessary. Council debated the matter and agreed unanimously it would like to pursue it.

## **RESOLVED:**

- i) To look at purchasing 300 x £15 supermarket vouchers to distribute to local Primary schools,**
- ii) The cost, £4,500 to be taken from the Grants Budget and**
- iii) The Clerk to write to the local MP expressing concern over the Government's decision to not fund the voucher scheme through half term**

## **75 ACCOUNTS**

### **75.1 PAYMENTS MADE BETWEEN 1 - 30 SEPTEMBER 2020**

A folder containing all payments made since the last Town Council meeting is available to view in the Town Hall office and the RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 – 30 September 2020 was considered. Payments over £1,000 made by the Clerk using delegated powers since the last meeting of Council were considered as listed below;

£1,121.16 Selby District Council, Waste – Cemetery

£1,020.74 Selby District Council Waste – Town Hall

£3,558.40 Selby District Council Waste – Market

## **RESOLVED**

- (i) The abovementioned payments made by the Clerk under delegated powers over £1,000 be approved**
- (ii) The payments made between 1-30 September 2020 in the sum of £44,271.72, petty cash in the sum of £151.92 and Lloyds card of £501.77 be approved**

### **75.2 BALANCES**

The balance at Unity Bank on 30 September 2020 was £862,102.81 and the value of the funds on term deposit are:

- £125,689.53 with Yorkshire Bank for a 12-month period (as at 19 December 2019)
- £95,950.69 (Bid Market Valuation as at 30 September 2020, Mid-Market Valuation £97,460.24) with Churches, Charities and Local Authorities (CCLA) Property Fund (Page 29 attached)

- £104,162.62 with Yorkshire Bank for a 6-month period (as at 18 May 2020)

**RESOLVED** That the balances at the Unity Bank and on long term deposits be noted.

### **75.3 VIREMENT TO TRANSFER FUNDS FROM THE MARKET BUDGET TO THE STAFFING BUDGET**

Council considered a Virement to transfer funds from the Market Budget to the Staffing Budget for October 2020 for £87.39

<b>Virements - Market Waste Budget £1,300</b>		
Details 2020/21	Cost £	Balance against Budget
Balance		£1,031.44
October	87.39	
Balance		£944.05

**RESOLVED** That the Virement to transfer £87.39 from the Market Budget to the Staffing Budget be approved.

### **75.4 VIREMENT TO TRANSFER FUNDS FROM THE WEDDING EXPENDITURE BUDGET TO THE STAFFING BUDGET**

It was noted that there was no virement required for September 2020 to transfer funds from the Wedding Expenditure budget to the staffing budget.

<b>Virements – Wedding Expenditure Budget £1,000</b>		
Details 2020/21	Cost £	Balance against Budget
Balance		£1,000
October	NIL	
Balance		£1,000

## **76 SELBY TOWN NEIGHBOURHOOD PLAN UPDATE**

Councillor M Davis suggested Council write to Groundwork to request that if the Neighbourhood Plan is not received by the Council in the next 2 months that a refund would be negotiated.

**RESOLVED** That Councillor M Davis and the Clerk write to Groundwork requesting the Neighbourhood Plan to be received by Council in 2 months or a refund would be negotiated.

## **77 TRAINING**

There were no requests for training

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

Councillor M Davis updated that the latest STEP meeting had not been widely advertised and had minimal attendance.

Concern was raised over the Shop Local signs which had appeared and whether planning permission had been sought before the signs were erected.

### **RESOLVED**

- i) The Clerk requests information from SDC as to when the decision was made to erect the Shop Local signs**
- ii) The Clerk seeks confirmation from SDC Planning Department if planning permission had been granted before the signs were erected**

## **79 CEF UPDATE**

Councillor S Shaw-Wright updated that no further meetings had been held

## **80 BIG LOCAL**

Councillor M Davis updated that the premises on Flaxley Road had been named Our Place. A couple of open days had been held.

## **81 GROUNDWORK**

Due to Councillor S Shaw-Wright stepping down from the board a vacancy had arisen. It was agreed to wait until the issue with the Neighbourhood Plan had been resolved before appointing a new member.

**RESOLVED That Council would wait until the issue with the Neighbourhood Plan be resolved before appointing a new member to the Groundwork Board.**

## **82 POLICIES TO BE REVIEWED**

### **82.1 GRIEVANCE POLICY**

The Clerk provided the Grievance Policy for review.

**RESOLVED That the Grievance Policy be reviewed at the next Finance & Staffing Committee in January 2021.**

## 82.2 DISCIPLINARY POLICY

The Clerk provided the Disciplinary Policy for review.

**RESOLVED That the Disciplinary Policy be reviewed at the next Finance & Staffing Committee in January 2021.**

## 83 ONGOING ITEMS – CLERKS UPDATE

**84.1 Events**      Bonfire & Fireworks Display – 31 October 2020  
This event has been cancelled.

Cemetery Remembrance Service – 11 November 2020  
This event has been cancelled. The Clerk is writing to local primary schools asking if they would like to come along individually to place the Poppy Crosses on the servicemen/women's graves.

Abbey Remembrance Service – 8 November 2020  
The Clerk updated that new guidance had been received from NALC clarifying that local authorities in England can organise outdoor Remembrance Events at a public war memorial or cenotaph as long as they complete a Covid-19 risk assessment and take all reasonable measures to limit the risk of transmission of the virus. Following reports on social media that members of the public intended to ignore the Councils request to stay away from the park, it was felt that the Mayor should not lay a wreath at the memorial in the park and instead lay the wreath in the Abbey as part of the service. The wreath would be moved to the park before the 11 November 2020.

Christmas Lights Switch On/Christmas Market – 28 November 2020  
A decision would be made at the end of October as to whether to go ahead or cancel the Christmas Market.

**84.2 Town Hall**      The Town Hall remains closed for face to face contact.  
Groundwork have started the works to the front garden.

**84.3 Town Hall – Arts Centre**  
Comedian Tim Fitzhigham, whose history of support for Selby dates back to his appointment as a town pittance in 2005, has put forward a proposal for a transatlantic theatre/comedy/podcast project, in collaboration with Canadian comedian John Hastings, exploring the links between Selby, North Yorkshire and the small town of Selby, Ontario. The project would culminate in two simultaneous performances (one in the Town Hall, and one in the Selby Community Hall, Ontario), joined by a live video link.

The project as a whole has a budget of £4,250, of which £750 would be match funding contributed by Selby Town Council, acting as a fee for the final performance. This would be a ticketed event and all ticket revenue would be retained by the council. Selby Town Council would also be the body applying to the New Conversations fund and would administer the grant should the application be successful.

84.4 Office No updates

84.5 Cemetery No updates

84.6 Longmann Hills Farmhouse No updates

84.7 Market No updates

84.8 Play Areas No updates

84.9 Allotments Allotment inspections have now recommenced. The Admin Officer will start re-letting ready for the new year.

84.10 Website The current website host has migrated to a new server, unfortunately this has meant that all information added to the website since May has been lost along with edit functionality. The website hosts are currently working to rectify this issue.

84.11 Highways North Yorkshire Police have responded to the Town Council's request to monitor speeding on Leeds Road. The matter is subject to further investigation.

84.12 Street Furniture/Street Lighting No updates

84.13 1811 Building No updates

## 85 **PLANNING CONSULTATION RESPONSES**

The Clerk updated on planning consultations dealt with by the Clerk under delegated authority since the last meeting of the Council.

**RESOLVED That the planning consultations dealt with by the Clerk under delegated authority since the last meeting be approved.**

## 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, (Items 87 to 88)



## **87 LOCAL PLAN**

The information on the Local Plan provided by the Clerk was considered.

### **RESOLVED:**

- i) Challenge Selby District Council on the process, timescale and designation**
- ii) Engage expert advice to 'pick apart' the Local Plan**

## **88 SALARIES AND OVERTIME**

The Clerk confirmed that Councillor M Davis had checked and authorised the October Schedule of Salary Payments. Councillor Davis has previously been given delegated authority to sign on behalf of the Council.

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

<b>Monday 30 November 2020</b>	<b>Council</b>
<b>Monday 7 December 2020</b>	<b>Land &amp; Property Committee</b>
<b>Monday 21 December 2020</b>	<b>Council Special Budget Meeting</b>
<b>Monday 18 January 2021</b>	<b>Finance &amp; Staffing Committee</b>
<b>Monday 25 January 2021</b>	<b>Council</b>
<b>Monday 22 February 2021</b>	<b>Council</b>
<b>Monday 1 March 2021</b>	<b>Land &amp; Property Committee</b>
<b>Monday 8 March 2021</b>	<b>Town Hall Management Committee</b>
<b>Monday 29 March 2021</b>	<b>Council</b>