

MINUTES OF THE PROCEEDINGS OF THE TOWN COUNCIL MEETING HELD ON MONDAY 28 SEPTEMBER HELD ON LINE.

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

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		Action
53	PUBLIC QUESTIONS There were no members of the public present	
54	APOLOGIES FOR ABSENCE Councillor E Lambert	
55	DISCLOSURE OF INTEREST There were no disclosures of interest	
56	MINUTES OF THE LAST MEETING	
56.1	The minutes of Council, held on 27 July 2020 were considered. RESOLVED: That the minutes of the last meeting held on 27 July 2020 be approved as a correct record subject to the following amendments <ul style="list-style-type: none"> i) Credit card payments for April 2020 amended to read £293.79 ii) Weddings 2019/20 Virement bfwf figure amended to £452.66 iii) 20.6: Weddings 2020/21 Balance bfwf figure to read £1000 iv) 20.5: Table heading amended to Markets Waste 2020/21 v) 20.6: Table heading amended to Weddings 2020/21 	Clerk
56.2	The notes of the Health, Safety and Welfare Group held on 29 July 2020 were received. RESOLVED: That the notes be approved	
56.3	The minutes of the Land & Property Committee held on 7 September 2020 were received. RESOLVED: That the minutes of the Land & Property Committee held on 7 September 2020 be approved subject to the following wording being added “To note due to technological difficulties, Cllr Fagan was not able to make direct verbal contributions to the meeting”	Clerk
56.4	The minutes of the Town Hall Management Committee held on 14 September 2020 were received and consideration was given to the recommendations. RESOLVED That: <ul style="list-style-type: none"> i) the recommendations from the Town Hall Management Committee held on 14 September 2020 be approved 	

	<p>ii) the minutes be approved subject to the following wording being added: “To note due to technological difficulties, Cllr Harding was not able to make direct verbal contributions to the meeting”</p>	Clerk
57	<p>CORRESPONDENCE RECEIVED</p> <p>A letter received from Selby Community Trust was tabled at the meeting.</p> <p>RESOLVED: That a reduction in charges made from the Selby Community Trust to the Town Council of £9,500 be approved.</p>	Clerk
58	<p>ACCOUNTS</p> <p>58.1 A folder containing all payments made since the last Town Council meeting was available to view by appointment at the Town Hall. The RBS report detailing the list of payments, petty cash payments and credit card transactions between 1-31 July 2020 and 1-31 August 2020 were considered.</p> <p>RESOLVED: That</p> <p>i) The payments made between 1-31 July 2020 in the sum of £135,088.41 and 1-31 August 2020 in the sum of £48,490.10 be approved</p> <p>ii) The petty cash payments made between 1-31 July 2020 in the sum of £187.21 and 1-31 August 2020 in the sum of £144.93 be approved</p> <p>iii) The credit card payments made between 1-31 July 2020 in the sum of £793.70 and 1-31 August 2020 in the sum of £368.54 be approved</p> <p>Consideration was given to the following payments made by the Clerk using delegated powers since the last meeting of Council for over £1,000</p> <p>Selby CP School £3,000 Grant First Impressions £4,215.60 Selby In Bloom (Summer/Winter Planting) Had-IT Ltd £6,282.00 Councillors Laptops Cawood Parish Council £1,841.00 Cawood Cemetery HAGS-SMP Ltd £55,772.88 Double Space Net Christmas Plus £9,938.40 Hire of festive display</p> <p>RESOLVED: That the abovementioned payments made by the Clerk under delegated powers over £1,000 be approved</p> <p>58.2 The balance at the Unity Bank on 31 August 2020 was £601,802.41 and the value of the funds on term deposit are:</p> <ul style="list-style-type: none"> • £125,689.53 with Yorkshire Bank for a 12 month period (as at 19 December 2019) 	

- £95,668.73 (Bid -Market Valuation as at 31 August 2020, Mid-Market valuation £97.174.84 (with Churches, Charities and Local Authorities (CCLA) Property Fund
- £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 deposit be noted.

58.3

The Virement to transfer funds from the Market Budget to the Staffing budget for August 2020 for £71.53 was considered and for September 2020 for £90.28 was considered.

Virements – Market Waste Budget £1,300		
Details 2020/21	Cost £	Balance against Budget
Balance		£1,193.25
August	71.53	
September	90.28	
Balance		£1,031.44

RESOLVED: That the Virement to transfer £161.81 from the Market Budget to the Staffing Budget be approved.

58.4

It was noted that there was no virement required for August 2020 or September 2020 to transfer funds from the Wedding Expenditure to the Staffing Budget

Virements – Wedding Expenditure Budget £1,000		
Details 2020/21	Cost £	Balance against Budget
Balance		£1,000
August	NIL	
September	NIL	
Balance		£1,000

59

SELBY TOWN NEIGHBOURHOOD PLAN UPDATE

Councillor M Davis updated that she had nothing further to report although she is in contact with Groundwork

60

TRAINING

There were no requests for training

61

SELBY TOWN ENTERPRISE PARTNERSHIP

Councillor M Davis updated that the group had nothing to report

62

CEF UPDATE

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

63	<p>BIG LOCAL</p> <p>Councillor M Davis updated that there was nothing further to report</p>	
64	<p>POLICIES TO BE REVIEWED</p> <p>There were no policies to be reviewed this month</p>	
65	<p>ON-GOING ITEMS – CLERKS UPDATE</p> <p>65.1 Events – <u>Bonfire & Fireworks Display – 31 October 2020</u> This event has been cancelled.</p> <p><u>Cemetery Remembrance Service – 11 November 2020</u> This has been cancelled this year. The Mayor, Cllr Dyson, will lay a wreath at the War Graves on behalf of the Town Council and the people of Selby. The Cemetery team will mark all the graves with servicemen/women as usual, and if/when it is considered safe for the schools to visit to place the poppy crosses the Clerk will invite the schools individually to attend.</p> <p><u>Abbey Remembrance Service – 8 November 2020</u> This years’ service will be by invitation only due to the limited numbers allowed in the Abbey due to social distancing. Any remaining seats will be open to a public ballot. The service will be shorter than normal and although a reduced choir will be able to sing, the congregation will not be able to. The Arts Officer is planning to live stream the service to enable it to be viewed from home. There cannot be a parade nor the usual wreath laying ceremony. After the service the Mayor will lay a wreath at the memorial in the park on behalf of the Town Council and the people of Selby. Other organisations and groups will lay their wreaths privately.</p> <p><u>Christmas Lights Switch On Christmas Market – 28 November 2020</u> This year the Town Council will be holding a reduced Christmas Market. The Mayor will switch the Christmas Lights on one evening of the week leading up to the Christmas Market.</p> <p>65.2 Town Hall – The Town Hall remains closed for face to face contact</p> <p>65.3 Town Hall – Arts Centre – No bookings currently being taken for room hire.</p> <p>65.4 Office – Currently 2 members of staff are based at the Town Hall office at any one time. Excess furniture has been removed,</p>	

	<p>and stored, to allow staff to remain socially distanced from each other.</p>	
65.5	<p>Cemetery – Councillor S Shaw-Wright updated that the planned work on the Chapels although currently on hold will still be going ahead and that a site visit from the Columbarium Company is awaited.</p>	
65.6	<p>Longmann Hills Farmhouse – has had an Electrical Installation Condition Report (EICR) carried out, this was found to be satisfactory and will be checked again in 5 years.</p>	
65.7	<p>Market – Currently operating mainly from the Market Place with a couple of regular stalls on Micklegate. While social distancing remains in place no new traders are being sought.</p>	
65.8	<p>Play Areas – All play areas are now open. They are currently being disinfected on a weekly basis.</p>	
65.9	<p>Allotments – Allotment inspections have now recommenced. The Admin Officer will start re-letting ready for the new year.</p>	
65.10	<p>Website – Awaiting the next draft of the new website</p>	
65.11	<p>Highways – The Clerk has requested a speed check for Leeds Road. Councillor K Arthur updated that the A63 Bypass bridge would be closed from 23 October 2020 for 7 to 10 days for essential repairs. Councillor K Arthur also updated that the A19 is not expected to re-open until at least May 2021. He will keep the Town Council updated.</p>	
65.12	<p>Street Furniture/Street Lighting – No updates</p>	
65.13	<p>1811 Building – The Foodbank are currently operating from the ground floor. The Clerk has instructed the Town Councils solicitors to draw up the lease. Some Town Council staff are working from the 1st floor of the building.</p>	
	<p>RESOLVED: That the Clerk’s update be noted.</p>	
66	<p>PLANNING CONSULTATION RESPONSES</p> <p>The Clerk reported on Planning Consultations dealt with by the Clerk under delegated authority since the last meeting of Council.</p> <p>The planning application for a petrol station and drive through coffee shop was noted.</p> <p>RESOLVED: That the Planning Consultations dealt with by the Clerk under delegated authority since the last meeting be approved.</p>	

67	<p>PRIVATE SESSION</p> <p>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.</p>															
68	<p>SALARIES AND OVERTIME</p> <p>The Clerk updated that the July 2020, August 2020 and September 2020 Schedule of Salary Payments would be made available for Cllr M Davis for checking and authorising.</p> <p>RESOLVED: That Councillor M Davis be authorised to check and authorise the July 2020, August 2020 and September 2020 Salary payments.</p>	Clerk/Cllr M Davis														
69	<p>CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS</p> <table data-bbox="220 763 1126 1021"> <tr> <td>Monday 19 October 2020</td> <td>Finance & Staffing Committee</td> </tr> <tr> <td>Monday 26 October 2020</td> <td>Council</td> </tr> <tr> <td>Monday 30 November 2020</td> <td>Council</td> </tr> <tr> <td>Monday 7 December 2020</td> <td>Land & Property Committee</td> </tr> <tr> <td>Monday 21 December 2020</td> <td>Council Special Budget Meeting</td> </tr> <tr> <td>Monday 18 January 2020</td> <td>Finance & Staffing Committee</td> </tr> <tr> <td>Monday 25 January 2020</td> <td>Council</td> </tr> </table>	Monday 19 October 2020	Finance & Staffing Committee	Monday 26 October 2020	Council	Monday 30 November 2020	Council	Monday 7 December 2020	Land & Property Committee	Monday 21 December 2020	Council Special Budget Meeting	Monday 18 January 2020	Finance & Staffing Committee	Monday 25 January 2020	Council	
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