

**Town Clerk
Mrs G Bell**

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The Town Hall,
York Street
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22 September 2020

Dear Councillor

Town Council Meeting – Monday 28 September 2020

You are hereby summoned to attend the Meeting of Selby Town Council which has been arranged to be held **on line** on **Monday 28 September 2020 at 7.00pm**.

LOG IN – The login details have been emailed to you.

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

Gill Bell

Clerk to the Council

To: All Town Councillors

A G E N D A

53 PUBLIC QUESTIONS

54 APOLOGIES FOR ABSENCE

55 DISCLOSURE OF INTEREST

56 MINUTES OF LAST MEETING

- 56.1 To confirm as a correct record the minutes of Council, held on 27 July 2020. (Pages 6 to 11 attached).
- 56.2 To receive the notes of the Health & Safety Working Group, held on 29 July 2020. (Pages 12 to 13)
- 56.3 To receive the minutes from the Land & Property Committee, held on 7 September 2020 (Pages 14 to 17)
- 56.4 To consider and approve the recommendations from the minutes of the Town Hall Management Committee, held on 14 September 2020 (Pages 18 to 20).

RECOMMENDATION TO COUNCIL THAT:

3.3 The Arts Officer trials a live stream event, and

4.3 The Arts Officer be given permission to book acts for 2021/22 based on the 2020/21 budget.

57 CORRESPONDENCE RECEIVED

There has been no correspondence received.

58 ACCOUNTS

- 58.1 A folder containing all payments made since the last Town Council meeting is 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, are attached for consideration. (Pages 21 to 28 attached).

The following payments made by the Clerk using delegated powers since the last meeting of Council for over £1,000 to be noted.

£13,500 A.E. Duffield & Son, New Cemetery path
£5,643.00 Signscape, 2 x Noticeboards
£4,017.43 NYCC, Footway lighting energy 2019/20
£1,264.87 NYCC, Streetlight maintenance 2019/20
£2,000.00 Age UK, Grant
£3,000.00 Selby CP School, Grant
£1,000.00 Sleepsafe Selby, Grant
£4,215.60 First Impressions, Selby In Bloom (Summer & Winter planting)
£6,282.00 HAD-IT Ltd, Councillors Laptops
£1,841.00 Cawood Parish Council, Cawood Cemetery
£55,772.88 HAGS-SMP Ltd, Double Space Net (S106 monies received)
£9,938.40 Christmas Plus, Hire of festive display

- 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:
- £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 (Page * attached)
 - £104,162.62 with Yorkshire Bank for a 6-month period (as at 18 May 2020)
- 58.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for August 2020 for £71.53 and September 2020 for £90.28 to be considered and approved

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

- 58.4 There is 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

To receive the update from Councillor Davis.

60 TRAINING

No updates to staff training.

61 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To receive the update from Councillor Davis.

62 CEF UPDATE

To receive the update from Councillor Shaw-Wright.

63 BIG LOCAL

To receive the update from Councillor Davis.

64 POLICIES TO BE REVIEWED

There are no policies to be reviewed this month.

65 ONGOING ITEMS – CLERKS UPDATE

To note the following:

65.1 Events Bonfire & Fireworks Display – 31 October 2020

This event has been cancelled.

Cemetery Remembrance Service – 11 November 2020

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.

Abbey Remembrance Service - 8 November 2020

This years' service will be by invitation only due to 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.

Christmas Lights Switch On/Christmas Market – 28 November 2020

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.

65.2 Town Hall The Town Hall remains closed for face to face contact.

65.3 Town Hall – Arts Centre – No bookings currently being taken for room hire.

65.4 Office – Currently 2 members of staff are based at the Town Hall office at any one time.

Excess furniture has been removed, and stored, to allow staff to remain socially distanced from each other.

65.5 Cemetery

65.6 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.

65.7 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.

65.8 Play Areas – All play areas are now open. They area currently being disinfected on a weekly basis.

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

65.10 Website – Awaiting the next draft of the new website.

65.11 Highways – The Clerk has requested a speed check for Leeds Road.

65.12 Street Furniture/Street Lighting – No updates

65.13 1811 Building – The Foodbank are currently operating from the 1st Floor. The Clerk has instructed the Town Councils solicitors to draw up the lease. Some Town Council staff are working from the 2nd floor of the building.

66 PLANNING CONSULTATION RESPONSES

The Clerk will report on Planning Consultations dealt with under delegated authority since the last meeting of Council (Pages 29 to 31 attached).

67 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.

68 SALARIES AND OVERTIME

The July 2020 August 2020 and September 2020 Schedule of Salary Payments would be made available for Cllr Melanie Davis for checking and authorising.

69 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

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 2021	Finance & Staffing Committee
Monday 25 January 2021	Council
Monday 22 February 2021	Council
Monday 1 March 2021	Land & Property Committee
Monday 8 March 2021	Town Hall Management Committee
Monday 29 March 2021	Council

MINUTES OF THE PROCEEDINGS OF THE TOWN COUNCIL MEETING HELD ON MONDAY 27 JULY HELD ONLINE.

PRESENT Councillors M Dyson (Chair), F Matthews, M Davis, W Nichols, K Franks, M Fagan, I Lawton, L Rofidi, M Rofidi, S Andrew, J Shaw-Wright, S Shaw-Wright and S Cahill

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- 39 Correspondence
- 39.1 Email from The Clothing Bank
- 39.2 Email from Carers Count
- 40 Accounts
- 40.1 Payments made since the last Town Council meeting. The RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 – 31 May 2020 and 1 30 June. Payments made by the Clerk using delegated powers since the last meeting of Council for over £1,000
- 40.2 Balance at the Unity Bank and the value of the funds on term deposit
- 40.3 Virement to transfer funds from the Market Budget to the Staffing Budget for July
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- 47.7 Market
- 47.8 Play Areas
- 47.9 Allotments
- 47.10 Website
- 47.11 Highways
- 47.12 Street Furniture/Street Lighting
- 48 1811 Building
- 49 Planning Consultation Responses

- 50 Private Session
 51 Salaries and Overtime
 52 Closure of Meeting and date of future meetings

35	PUBLIC QUESTIONS There were no members of the public present.	
36	APOLOGIES FOR ABSENCE Councillors G Harding, E Lambert, K Arthur, J Proud and C Laskey	
37	DISCLOSURE OF INTEREST There were no disclosures of interest.	
38	MINUTES OF THE LAST MEETING 38.1 The minutes of Council, held on 29 June 2020 were considered. RESOLVED: That the Minutes of the last meeting held on 29 June 2020 were approved as a correct record subject to (i) Credit card payments amended to read £293.79; (ii) Virement b/w figure amended to £452.66; and (iii) Balance b/w figure £1,000.00 38.2 Consideration was given to the recommendations from the minutes of Finance & Staffing Committee, held on 13 July 2020. RESOLVED: That the Recommendations from the Finance and Staffing Committee held on 13 July 2020 be approved.	 Clerk Clerk
38.3	It was recorded that Cllr M Rofidi was a Member on the Finance & Staffing Committee. This had previously been missed off the minutes of the Annual Council held on Tuesday 26 May 2020.	Clerk
39	CORRESPONDENCE 39.1 An email from The Clothing Bank had been received requesting financial support. RESOLVED: That the organisation be advised that the period for Grant Applications for this year had now closed. 39.2 An email from Carers Count had been received requesting financial support. RESOLVED : That the organisation be advised that the period for Grant Applications for this year had now closed.	 Clerk Clerk

40

ACCOUNTS

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 May 2020 and 1 - 30 June 2020 were considered.

RESOLVED: That

- (i) The payments made between 1- 31 May 2020 in the sum of £54,460.03 and 1- 30 June 2020 in the sum of £38,660.94 be approved;**
- (ii) The petty cash payments made between 1 - 31 May 2020 in the sum of £83.02 and 1 – 30 June 2020 in the sum of £152.14 be approved; and**
- (iii) The credit card payments made between 1 - 31 May 2020 in the sum of £589.45 and 1 - 30 June 2020 in the sum of £358.19 be approved.**

40.1

Consideration was given to the following payments made by the Clerk using delegated powers since the last meeting of Council for over £1,000

- J Burns - £1,480 Clean & Repaint War Memorials
- Duffield's - £13,500 Cemetery surfacing works
- Signscape - £5,643 Notice boards
- NYCC - £4,017 Footway Lighting
- NYCC - £1,264.87 Streetlight Maintenance
- Sleepsafe - £1,000 Grant Awarded
- Age Uk - £2,000 Grant Awarded

RESOLVED: That the abovementioned payments made by the Clerk under delegated powers over £1,000 be approved.

40.2

The balance at the Unity Bank on 30 June 2020 was £764,931.39 and the value of the funds on term deposit were:

- £125,689.53 with Yorkshire Bank for a 12-month period (as at 19 December 2019)
- £96,132.94 (Bid Market Valuation as at 30 June 2020, Mid-Market Valuation £97,645.92) with Churches, Charities and Local Authorities (CCLA) Property Fund (Page 33 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 deposit be noted.

<p>40.3</p>	<p>The Virement to transfer funds from the Market Budget to the Staffing Budget for July 2020 for £106.75 was considered.</p> <table border="1" data-bbox="391 205 1261 428"> <thead> <tr> <th colspan="3">Virements - Market Waste Budget £1,300</th> </tr> <tr> <th>Details 2020/21</th> <th>Cost £</th> <th>Balance against Budget</th> </tr> </thead> <tbody> <tr> <td>Balance</td> <td></td> <td>£1,300</td> </tr> <tr> <td>July</td> <td>106.75</td> <td></td> </tr> <tr> <td>Balance</td> <td></td> <td>£1,193.25</td> </tr> </tbody> </table> <p>RESOLVED: That the Virement to transfer £106.75 from the Market Waste Budget to Staffing Budget be approved.</p> <p>It was noted that there was no virement required for July 2020 to transfer funds from the Wedding Expenditure to the Staffing Budget.</p> <table border="1" data-bbox="391 684 1261 907"> <thead> <tr> <th colspan="3">Virements – Wedding Expenditure Budget £1,000</th> </tr> <tr> <th>Details 2020/21</th> <th>Cost £</th> <th>Balance against Budget</th> </tr> </thead> <tbody> <tr> <td>Balance</td> <td></td> <td>£1,000</td> </tr> <tr> <td>July</td> <td>NIL</td> <td></td> </tr> <tr> <td>Balance</td> <td></td> <td>£1,000</td> </tr> </tbody> </table>	Virements - Market Waste Budget £1,300			Details 2020/21	Cost £	Balance against Budget	Balance		£1,300	July	106.75		Balance		£1,193.25	Virements – Wedding Expenditure Budget £1,000			Details 2020/21	Cost £	Balance against Budget	Balance		£1,000	July	NIL		Balance		£1,000	<p>Finance Manager</p>
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<p>41</p>	<p>SELBY TOWN NEIGHBOURHOOD PLAN UPDATE</p> <p>Councillor M Davis updated that she had nothing further to report.</p>																															
<p>42</p>	<p>TRAINING</p> <p>There were no requests for training.</p>																															
<p>43</p>	<p>SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)</p> <p>Councillor M Davis updated that it had been proposed to make funding available for the provision of bike racks in the Town. Money from CEF had already been utilised for this provision. She considered that this was not a useful project to fund taking into account that the racks already provided were not well used.</p> <p>RESOLVED: That Councillor M Davis’ update be noted.</p>																															
<p>44</p>	<p>CEF UPDATE</p> <p>Councillor Shaw-Wright updated that no meeting had been held since the last Council Meeting.</p> <p>RESOLVED: That the update be noted.</p>																															

45	<p>BIG LOCAL</p> <p>Councillor M Davis updated that work to the Big Local Building was ongoing. RESOLVED: That Councillor Davis’s update be noted.</p>	
46	<p>POLICIES TO BE REVIEWED</p> <p>There were no policies to be reviewed this month.</p>	
47	<p>ONGOING ITEMS – CLERKS UPDATE</p> <p>47.1 <u>Events</u> - there were no matters for discussion. 47.2 <u>Town Hall</u> - there were no matters for discussion. 47.3 <u>Town Hall – Arts Centre</u> - there were no matters for discussion. 47.4 <u>Office</u> – there were no matters for discussion. 47.5 <u>Cemetery</u> - there were no matters for discussion. 47.6 <u>Longmann Hills Farmhouse</u> - there were no matters for discussion. 47.7 <u>Market</u> - there were no matters for discussion.</p> <p>47.8 <u>Play Areas</u> – The Clerk updated that work was ongoing towards the re-opening of some or all of the play areas in the near future. Councillor Davis updated that Selby District Play Areas were open and signage had been provided regarding Covid 19.</p> <p>RESOLVED: That (i) the Clerk’s update be noted; and (ii) the Clerk write to Selby District Council to obtain information on the wording to be used for play area signs.</p> <p>47.9 <u>Allotments</u> – there were no matters for discussion. 47.10 <u>Website</u> – there were no matters for discussion. 47.11 <u>Highways</u> - Councillor J Shaw-Wright advised that she had been approached by a Leeds Road resident who had complained about the speed of traffic. The traffic on Armoury Road and Doncaster Road was also an issue. Motorbikes racing along Doncaster Road backfiring exhausts was also a problem for residents.</p> <p>RESOLVED: that the Clerk contact North Yorkshire County Council regarding the issues and the Fire Service to arrange for speed monitoring to be undertaken at the abovementioned locations.</p> <p>47.12 <u>Street Furniture/Street Lighting</u></p>	<p>Clerk</p> <p>Clerk</p>
48	<p>1811 BUILDING</p> <p>The Clerk updated that Selby & District Foodbank were now operating from the 1811 Building from Monday to Friday on the ground floor only. The Clerk is currently negotiating terms of lease for the Foodbank to be officially based in the 1811 Building.</p>	

	<p>The Clerk updated that some members of Town Council staff have started to work from the 1st floor offices. This has enabled the office staff to return to work safely from the office space.</p> <p>RESOLVED: That the Clerk's update be noted.</p>																			
49	<p>PLANNING CONSULTATION RESPONSES</p> <p>The Clerk reported on Planning Consultations dealt with under delegated authority since the last meeting of Council.</p> <p>RESOLVED: That the Planning Consultations dealt with by the Clerk under delegated authority since the last meeting be approved.</p>																			
50	<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>																			
51	<p>SALARIES AND OVERTIME</p> <p>The Clerk updated that the July 2020 Schedule of Salary Payments would be made available for Cllr Melanie Davis for checking and authorising.</p> <p>RESOLVED: That Councillor M Davis be authorised to check and approve the July 2020 Salary payments.</p>	Clerk/Cllr Davis																		
52	<p>CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS</p> <table> <tr> <td>Monday 7 September 2020</td> <td>Land & Property Committee</td> </tr> <tr> <td>Friday 11 September 2020</td> <td>Market Working Group</td> </tr> <tr> <td>Monday 14 September 2020</td> <td>Town Hall Management Committee</td> </tr> <tr> <td>Monday 28 September 2020</td> <td>Council</td> </tr> <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> </table>	Monday 7 September 2020	Land & Property Committee	Friday 11 September 2020	Market Working Group	Monday 14 September 2020	Town Hall Management Committee	Monday 28 September 2020	Council	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	
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NOTES OF THE HEALTH & SAFETY WORKING GROUP MEETING HELD ON-LINE ON 28 JULY 2020

PRESENT: Cllrs K Franks, S Cahill & C Laskey

IN ATTENDANCE – G Bell

1.	<p>APPOINTMENT OF CHAIR</p> <p>Consideration was given to the appoint of Chair, it was agreed to appoint the Chair at each meeting. Cllr Franks was appointed for this meeting.</p>	
2.	<p>TO RECEIVE THE NOTES FROM THE LAST MEETING HELD ON 12 DECEMBER 2016</p> <p>The notes of the last meeting were noted and there were no matters arising.</p>	
3.	<p>COVID-19 RISK ASSESSMENTS</p> <p>3.1 Town Hall</p> <p>The Clerk presented the current Covid-19 risk assessment for the Town Hall.</p> <p>RESOLVED That the fire door in the studio has the signage changed to read “No Exit”. The sign currently reads “Fire Exit” but the door does not lead anywhere.</p> <p>3.2 1811</p> <p>The Clerk presented the current Covid-19 risk assessment for the 1811.</p> <p>3.3 Office Staff</p> <p>The Clerk presented the current Covid-19 risk assessment for office staff.</p> <p>RESOLVED That the Clerk investigates the possibility of a Fire Exit door to be fitted upstairs to allow staff a safe exit from the building.</p> <p>3.4 Resource Team – Safe Working Practices/travelling in the van together</p> <p>The Clerk presented the current Covid-19 risk assessment for the Resource Team – Safe Working Practices</p>	<p>Clerk</p> <p>Clerk</p>

	<p>3.5 Resource Team – Break Times – Shared facilities</p> <p>The Clerk presented the current Covid-19 risk assessment for The Resource Team – Shared facilities</p> <p>RESOLVED That the abovementioned were all noted.</p>	
4.	<p>Next Work Activity Risk Assessment for review</p> <p>RESOLVED That the Clerk updates all risk assessments.</p>	Clerk
5.	<p>Date of the next Meeting and items for the Agenda</p> <p>Agenda Items:</p> <ul style="list-style-type: none"> · Accident & Near Misses <p>Date of Next Meeting:</p> <p>Wednesday 14 October 2020 at 6pm</p> <p>RESOLVED That a member of staff is asked to attend the next meeting.</p>	Clerk

**MINUTES OF THE PROCEEDINGS OF THE LAND AND PROPERTY COMMITTEE MEETING
HELD ON LINE ON 7 SEPTEMBER 2020**

PRESENT: Cllrs M Davis (Chair), S Shaw-Wright, F Matthews, G Harding,
M Fagan, M Dyson and K Franks

IN ATTENDANCE - G Bell & A Argyle

LP16	APOLOGIES FOR ABSENCE	ACTION
	Apologies were received from Cllrs I Lawton and W Nichols	
	LP17	
	DISCLOSURE OF INTERESTS	
	There were no disclosures of interests.	
	LP18	
	MINUTES	
	<p>LP18.1 The minutes of a meeting of the Land and Property Committee held on 1 June 2020 were received and approved as a correct record.</p> <p>LP18.2 The Clerk updated on items from the last meeting.</p> <p>Work has begun on the construction of the apiary in the cemetery. Cllr Davis and the Resource Manager had met previously with members of the Beekeeping Association and agreed to sow wildflower turf around the apiary. A list of shrubs and trees had been provided by the Beekeepers suitable for the bees all year round.</p> <p>The grave shoring equipment has now been purchased.</p> <p>There had been no further issues with sunken graves.</p> <p>The play areas had been inspected by the insurers and only a few minor problems had been observed. The resource team are now working to rectify these. The Resource Manager continues to be pleased with the performance of the rubber mulch, but stresses that this is not a long term solution and is monitoring other authorities for ideas.</p> <p>The quinquennial survey had been completed during lockdown and the surveyor reported that the Town Hall is in good condition. The Clerk was asked to check if the building required a lightning conductor due to the height of the building.</p> <p>There had been no further reports of mass gatherings at the allotments. Permission has been given by NYCC to use one of their lampposts to site a camera.</p> <p>RESOLVED That:</p> <ul style="list-style-type: none"> i) That the abovementioned minutes be approved and, ii) the abovementioned updates be noted. 	

LP19	<p>COUNCIL POLICIES</p> <p>There were no policies to be reviewed.</p>	
LP20	<p>TOWN HALL</p> <p>LP20.1 The Clerk updated that Groundwork will start the work on the Town Hall gardens in the Autumn.</p> <p>LP20.2 The Resource Manager updated that a specification to repair/replace the Town Hall windows is awaited from Hugh Massey following the quinquennial survey.</p> <p>LP20.3 The Resource Manager updated that the 2 noticeboards have been delivered and are now ready for installation.</p> <p>RESOLVED That the abovementioned updates be noted.</p>	
LP21	<p>CEMETERY</p> <p>The Clerk updated that Cllrs S Shaw-Wright, M Davis, the Clerk and the Resource Manager met to identify suitable areas in the cemetery for one or more columbaria, before meeting with a representative from a company based in Hull who specialise in these memorials.</p> <p>Cllr Davis explained that the Town Council wanted to offer a different service with a variety of prices to suit as many people as possible. The area identified could be made into a 'Peace Garden' where relatives ashes can be laid to rest by either scattering or the urn placed in a columbarium.</p> <p>RESOLVED That the update be noted.</p>	
LP22	<p>CEMETERY CHAPELS</p> <p>The Clerk updated that due to the current pandemic there had been no further work with this project.</p> <p>RESOLVED That the update be noted.</p>	
LP23	<p>1811 BUILDING</p> <p>LP23.1 Town Council The Clerk updated that several members of staff are now working permanently from the 1st Floor of the 1811. Broadband and a telephone line had been installed and the Clerk is working towards installing a 'switch' to enable the Town Councils telephone number to be connected to the 1811.</p> <p>LP23.2 Selby & District Foodbank The Clerk updated that the trustees has accepted the terms of the lease offered by the Town Council and the Clerk had instructed Crombie Wilkinson to draw up the lease.</p> <p>RESOLVED That the abovementioned updates be noted.</p>	

<p>LP24</p>	<p>ALLOTMENTS</p> <p>The Clerk updated that the Administration Officer was to commence site visits and the letting of vacant plots from w/c 7 September 2020.</p> <p>RESOLVED That the update be noted.</p>	
<p>LP25</p>	<p>BONDGATE COMMUNITY WOODLAND</p> <p>The Clerk updated that the Resource Manager had met with Councillors to agree an area suitable to site the Mining Wheel. It was agreed to write to the Community Trust to ask permission to site the Mining Wheel in an area to the left of the dog walking area.</p> <p>RESOLVED That the Clerk writes to the Community Trust to ask permission for the Mining Wheel to be sited in an area to the left of the dog walking area.</p>	
<p>LP26</p>	<p>COMMUNITY POND</p> <p>The Clerk updated that the work to the pond will commence in December.</p> <p>RESOLVED That the update be noted.</p>	
<p>LP27</p>	<p>PLAYAREAS</p> <p>The Clerk updated that all the play areas are now open after a full safety check and being disinfected. Signage has been erected at all the play areas reminding users of adhering to social distancing, hand sanitising etc and the play areas are currently being disinfected weekly.</p> <p>The Clerk also updated that there had been some vandalism at Barwic Parade play area.</p> <p>RESOLVED That the abovementioned updates be noted.</p>	
<p>LP28</p>	<p>TRAINING</p> <p>The Clerk updated that two gardening courses had been found for members of the resource team. These courses are currently on hold until Covid-19 restrictions are lifted. When they become available the resource team will be asked if they would like to attend.</p> <p>RESOLVED That the update be noted.</p>	
<p>LP29</p>	<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> <p>There were no items for discussion.</p>	

LP30	<p>DATE OF FUTURE MEETINGS</p> <p>Monday 14 September 2020 Town Hall Management Committee</p> <p>Monday 28 September 2020 Council</p> <p>Friday 2 October 2020 Market Working Group</p> <p>Monday 19 October 2020 Finance & Staffing Committee</p> <p>Monday 26 October 2020 Council</p> <p>Monday 30 November 2020 Council</p> <p>Monday 7 December 2020 Land & Property Committee</p> <p>Monday 21 December 2020 Council Special Budget Meeting</p>	
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**MINUTES OF THE TOWN HALL MANAGEMENT COMMITTEE MEETING HELD ON MONDAY 23
SEPTEMBER 2020 ON-LINE**

PRESENT: Cllrs F Matthews, Mrs J Shaw-Wright and G Harding

IN ATTENDANCE: C Jones, Arts Officer and G Bell, Town Clerk

		ACTION
1	<p>APOLOGIES</p> <p>Cllr S Cahill</p>	
2	<p>MINUTES</p> <p>Before the meeting commenced Cllr Matthews was nominated and seconded as Chair.</p> <p>The Arts Officer updated that due to the Covid-19 situation, National Theatre Live have not re-contracted for 2020/21.. It was agreed that once the Arts Officer is able to make contact with the National Theatre, the current arrangements should continue for another year.</p> <p>RESOLVED: That the minutes of the previous meeting held on 23 September 2020 were approved as a correct record.</p>	
3	<p>COVID-19 SITUATION</p> <p>3.1 The Arts Officer reported on the possible re-opening of the Town Hall. Due to all the current restrictions, the significantly reduced capacity of the venue and rising cases of Covid-19 it was felt that the Town Hall would not likely be open until end of January. It was agreed that it would be a good idea to look at making the Town Hall more accessible in general e.g. easier to operate taps, changing door handles etc The Arts Officer agreed to update the website with a message stating why the Town Hall is still closed and how the team are working towards re-opening.</p> <p>3.2 The Arts Officer provided a list of re-scheduled and cancelled shows. 19 shows have been re-scheduled and 7 cancelled. Only 2 shows incurred a cancellation fee.</p> <p>3.3 The Arts Officer updated on the live stream events he had organised with other members of the Small Venue Network. 4 out of 6 streaming events had already taken place and donations for the events streamed so far had ensured that all 6 events will have had costs covered. The Arts Officer is hoping to put on a streamed show live from the Town Hall. The artist is touring empty and hybrid venues and along with his tour manager, brings and operates the P.A. and camera. The artist has agreed to take his fee on a door split, and with only the Arts Officer required, costs will</p>	

	<p>be minimal. It was agreed that this would show the Town Hall to be innovative and still around.</p> <p>Goole Town Council have purchased a live streaming camera and for a £50 hire fee and the cost of a technician would enable the Town Hall to live stream other shows. It was agreed for the Arts Officer to contact local artists with a view to streaming shows.</p> <p>RESOLVED THAT:</p> <p>i) The abovementioned updates be noted, and</p> <p>RECOMMENDATION TO COUNCIL That;</p> <p>ii) the Arts Officer trials a live stream event.</p> <p>3.4 The Arts Officer presented a report on the use of Contactless Box Office system. This would enable 'e-tickets' to be printed with a QR code. These are then scanned in using a handheld device, reducing contact between staff/volunteers and customers on a show night. Paper tickets can still be printed and posted for a fee if requested. The QR code also solves a long-standing problem of customers claiming they have lost tickets, by scanning the tickets into Oscar (box office) will prevent the same ticket from being used more than once, previously staff have had no way of verifying if the tickets were lost or passed to someone else. It is anticipated that this will lead to a significant reduction in printing of physical tickets and the associated costs.</p> <p>RECOMMENDATION TO COUNCIL That 2 handheld scanners be purchased at a cost of £435 + VAT each, plus a £10 per month rental fee for each device.</p>	<p>Arts Officer</p> <p>Arts Officer</p>
4	<p>STANDING ITEMS</p> <p>4.1 Final Income & Expenditure 2019/20 The Arts Officer provided the final income and expenditure for 2019/20 report.</p> <p>RESOLVED: That the report be noted.</p> <p>4.2 Monitoring Income & Expenditure 2020/21 The Arts Officer provided the current income and expenditure report with budget figures for 2020/21 which were considered. It was agreed that alternatives to the usual twice yearly brochure would be explored for the forth coming spring season.</p> <p>RESOLVED That:</p> <p>i) the report be noted, and</p> <p>ii) Alternatives to the regular printed brochure be explored by the Arts Officer.</p>	<p>Arts Officer</p>

	<p>4.3 Arts bookings for 2021/22 and budget provision The Arts Officers updated that the Spring Season is fully booked due to shows being re-programmed. All contracts have a 'force majeure' clause included ie if venues are unable to operate at a reasonable capacity as a result of government restriction, a show can be cancelled with no costs incurred by either party.</p> <p>RESOLVED That</p> <p>i) the Arts Officer update be noted; and</p> <p>RECOMMENDATION TO COUNCIL: That</p> <p>ii) The Arts Officer be given permission to book acts for 2021/22 based on the 2020/21 budget.</p> <p>4.4 Grant Funding Opportunities The Arts Officer updated on funding available.</p> <p>RESOLVED That the Arts Officer's update be noted.</p>	
5	<p>SMALL VENUES NETWORK UPDATE</p> <p>The Arts Officer updated that he had been meeting regularly with SVN.</p> <p>RESOLVED That the Arts Officer's update be noted.</p>	
6	<p>UPDATES FROM PREVIOUS ACTIONS</p> <p>6.1 No further action as yet regarding updating the bar.</p> <p>6.2 The Folkish Performance was well received.</p> <p>6.3 Defer the reinstatement of Battle of the Bands</p> <p>RESOLVED THAT The above updates be noted.</p>	
7	<p>AGENDA ITEMS FOR NEXT MEETING</p> <p>To note that the recommendations from the Culver Dodds Cultural Consultancy report be kept on the agenda for future discussion.</p>	
8	<p>DATE OF NEXT MEETING</p> <p>The date of the next meeting is Monday 8 March 2020</p>	

List of Payments made between 01/07/2020 and 31/07/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2020	O2	DD	93.58		Telephones
01/07/2020	Selby District Council	DD	499.00		Rates - Cemetery
01/07/2020	Selby District Council	DD	561.00		Rates - Town Hall
02/07/2020	A E Duffields & Sons Ltd	BACS1	13,500.00		Surfacing Works - Cemetery
02/07/2020	Business Stream	BACS2	54.77		Water - 1811
02/07/2020	Business Stream	BACS3	124.84		Water - Town Hall
02/07/2020	ONLINE PLAYGROUNDS	BACS4	436.80		Rubber Mulch
02/07/2020	Signscape and Signconex Ltd	BACS5	5,643.00		Notice Boards
02/07/2020	North Yorkshire County Council	BACS6	4,017.43		Footway Lighting
02/07/2020	North Yorkshire County Council	BACS7	1,264.87		Streetlight maintenance
02/07/2020	Backhouse Environmental Serv	BACS8	229.10		Pest Control
02/07/2020	G & J Keeble	BACS9	76.61		Paint - Playgrounds
02/07/2020	Advance Fire Services	BACS10	43.44		Annual Fire Service - Cemetery
02/07/2020	Aspire Technology Solutions	BACS11	222.76		Telephones
02/07/2020	G & J Keeble	BACS11	25.78		Paint - Town Hall
02/07/2020	G B Sport & Leisure UK Ltd	BACS12	168.60		Building Materials
02/07/2020	Mayfair Security	BACS13	49.80		Callout - 1811
02/07/2020	Print Plus (Selby) Ltd	BACS14	52.80		Cemetery plot plan
02/07/2020	Tracked Spider Solutions (UK)	BACS15	540.00		Cherry Picker -TH Inspection
02/07/2020	Mayfair Security	BACS16	168.00		Fire Alarm Maintenance
02/07/2020	Corona Energy	BACS	321.62		Gas - 1811
02/07/2020	Business Stream	BACS	133.33		Water - Cemetery
02/07/2020	Fenland Leisure Products Ltd	BACS2	312.00		Rubber Mulch - Play areas
02/07/2020	SSE	DD	212.68		Electricity - Town Hall
04/07/2020	Archer Signs	BACS1	248.34		Signs - Playgrounds
06/07/2020	First Impressions	bacs2	4,215.60		Hanging baskets
06/07/2020	Viking	BACS8	253.00		Laptop cases
07/07/2020	Had-IT Ltd	BACS3	6,282.00		Councillors Laptops
07/07/2020	Had-IT Ltd	BACS4	312.00		Office 365 configuration
07/07/2020	North Yorkshire County Council	BACS6	504.50		Fuel Recharge April-June
09/07/2020	Aspire Technology Solutions	BACS17	222.89		Telephones
09/07/2020	Aspire Technology Solutions	BACS18	231.44		Telephones
09/07/2020	Fairfax Plant Hire	BACS19	107.28		Scaffolding
09/07/2020	Yorkshire Purchasing Organisat	BACS20	8.40		Extendable duster
09/07/2020	Commerce Business Systems Ltd	BACS21	41.04		Photocopying
09/07/2020	Mayfair Security	BACS22	49.80		Callout - 1811
09/07/2020	Lyreco UK Ltd	BACS23	301.50		Hand Sanitiser
09/07/2020	Websters (Burn) Ltd	BACS24	97.37		Hardwood
09/07/2020	Fairfax Plant Hire	BACS25	133.78		Consumables
09/07/2020	Stones4homes Ltd	BACS26	178.80		Mulch - Cemetery
09/07/2020	Stones4homes Ltd	BACS27	231.60		Mulch
09/07/2020	Screwfix	BACS28	42.27		Long reach pole
09/07/2020	Business Stream	BACS29	56.50		Water - Cemetery
13/07/2020	Martins of York	BACS30	456.00		Skips
13/07/2020	British Gas Business	DD	32.91		Cemetery Careplan
14/07/2020	Age UK	BACS	2,000.00		Grant
14/07/2020	Selby CP School	BACS	3,000.00		Grant

Unity Trust Bank A/c

List of Payments made between 01/07/2020 and 31/07/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/07/2020	Sleepsafe Selby	BACS	1,000.00		Grant
16/07/2020	BT	DD	83.00		Telephones
16/07/2020	Lloyds Card	BACS	361.19		Clear balance
17/07/2020	Unity Trust Bank	BACS	16,439.55		Salaries
17/07/2020	North Yorks Pension Fund	BACS	5,891.95		Pensions
17/07/2020	HM Revenue & Customs	BACS	4,891.95		PAYE/NI
17/07/2020	HM Revenue & Customs	CORRECTION	-4,891.95		Correction
17/07/2020	HM Revenue & Customs	BACS	4,399.18		PAYE/NI
17/07/2020	Prudential LGAVC Cash	BACS	35.53		AVCs
17/07/2020	Unison	BACS	106.95		Union Subscriptions
19/07/2020	HAGS-SMP Ltd	BACS5	55,772.88		Space Net
21/07/2020	World Pay	DD	68.92		Card Machine
21/07/2020	Worldpay	DD	10.28		Card Machine
21/07/2020	Npower	DD	79.76		Electricity - 1811
21/07/2020	British Gas Business	DD	46.96		Electricity - Town Hall
22/07/2020	Viking	BACS31	461.42		Credit note
22/07/2020	Screwfix	BACS32	92.05		Water pump
22/07/2020	Corona Energy	BACS33	124.98		Electricity - 1811
22/07/2020	Central Fire	BACS34	228.00		Fire Extinguishers
22/07/2020	Mayfair Security	BACS36	756.79		Intruder Alarm Installation
22/07/2020	Manutan UK Ltd	BACS37	158.16		Hygiene
22/07/2020	G B Sport & Leisure UK Ltd	BACS38	63.00		Keys & Locks
22/07/2020	John B Backhouse	BACS39	141.12		Chainsaw parts
22/07/2020	HAGS-SMP Ltd	BACS40	36.00		Play area spares
22/07/2020	A.B. Electrical Wholesalers Lt	BACS41	39.48		Light bulbs - Office
22/07/2020	Worldpay	DD	11.94		Card Machine
24/07/2020	British Gas Business	DD	24.32		Gas - Cemetery
24/07/2020	Viking	BACS9	45.12		Stationery
30/07/2020	Unity Trust Bank	DD	20.99		Bank Charge
31/07/2020	O2	DD	91.44		Telephones
31/07/2020	Petty Cash	Cash	457.62		
31/07/2020	Society of Local Council Clerk	BACS1	281.00		Membership fee
Total Payments			135,088.41		

Petty Cash

List of Payments made between 01/07/2020 and 31/07/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2020	Home Bargains	JULY01	2.98		Soap
06/07/2020	Home Bargains	JULY02	4.87		Steriliser
08/07/2020	Yorkshire Trading	JULY03	1.99		Bolts
09/07/2020	Home Bargains	JULY04	11.73		Hand Sanitizer - 1811
15/07/2020	Tesco	JULY05	60.00		Fuel
21/07/2020	Home Bargains	JULY06	24.09		Bins/Sanitiser - 1811
27/07/2020	Reillys	JULY07	22.00		Fittings - Play Areas
28/07/2020	Home Bargains	JULY08	3.97		Disinfectant
29/07/2020	Yorkshire Trading	JULY09	5.58		Bell Wire Clips
30/07/2020	Union Tyres	JULY10	50.00		Lawn Mower Tryre
Total Payments			<u>187.21</u>		

List of Payments made between 01/07/2020 and 31/07/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/07/2020	Lloyds	JULY 8	3.00		Monthly Fee
03/07/2020	Click Cleaning	JULY 1	32.06		Duster(Cobweb Cleaner)
06/07/2020	GoToMeeting	JULY 2	18.00		GoToMeeting
07/07/2020	Cartridge Save	JULY 3	397.81		Printer/Copier (1811)
09/07/2020	Xbite Ltd (Amazon)	JULY 4	13.99		Xbite Ltd (Amazon)
13/07/2020	Value Products Ltd	JULY 5	43.20		Covid-Signs
13/07/2020	Adobe Systems Services	JULY 6	12.64		Monthly sub
14/07/2020	Amazon	JULY 10	8.49		Shelf (Router)
18/07/2020	123 Reg	JULY 9	47.99		Town Hall Website
25/07/2020	Microsoft	JULY 7	216.52		Subscription
Total Payments			<u>793.70</u>		

List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2020	Selby District Council	DD	499.00		Rates - Cemetery
01/08/2020	Selby District Council	DD	561.00		Rates - Town Hall
06/08/2020	John B Backhouse	BACS2	726.20		New Strimmer
06/08/2020	G & J Keeble	BACS14	142.80		Paint - Cemetery Lodge
06/08/2020	Savoy Systems Ltd	BACS22	187.20		July Oscar Rental
06/08/2020	Savoy Systems Ltd	BACS23	48.00		Oscar Installation
06/08/2020	Screwfix	BACS24	16.99		Disinfectant - Playgrounds
06/08/2020	Screwfix	BACS25	33.98		Disinfectant-Playgrounds
06/08/2020	Screwfix	BACS26	19.98		Batteries - Town Hall
06/08/2020	Viking	BACS30	81.86		Stamps
06/08/2020	Viking	BACS31	61.72		Disinfectant - Playgrounds
06/08/2020	S & D Beekeepers	BACS	700.00		Grant
07/08/2020	1st Call Locksmiths	BACS1	420.00		Locks - 1811
07/08/2020	Commerce Business Systems Ltd	BACS3	108.12		Photocopying
07/08/2020	Fairfax Plant Hire	bacs9	24.00		Water pump hire - Bloom
07/08/2020	Nabma	BACS21	358.00		Subscription
07/08/2020	Shorrock Trichem Ltd	BACS27	254.10		Hygiene Services
07/08/2020	Worldpay	DD	42.00		Card Machine
11/08/2020	Npower	DD	74.82		Electricity - 1811
11/08/2020	British Gas Business	DD	32.91		Gas - Cemetery
13/08/2020	Society of Local Council Clerk	BACS	30.00		Virtual National Conference
14/08/2020	Corona Energy	BACS6	129.43		Gas - 1811
14/08/2020	Fairfax Plant Hire	BACS8	487.20		Brush Cutter - Cemetery
14/08/2020	Fairfax Plant Hire	BACS10	83.26		Cemetery supplies
14/08/2020	G Fawcett Electrical Contracto	BACS11	105.00		Lightind/Door repair - 1811
14/08/2020	JT & S Hewitt	BACS12	177.00		Windows - Town Hall
14/08/2020	Mayfair Security	BACS17	49.80		Callout - Cemetery
14/08/2020	Mayfair Security	BACS18	49.80		Callout - 1811
14/08/2020	Viking	BACS32	23.70		Water - Cemetery
14/08/2020	Watsons MOT & Service Centre	BACS36	116.95		Van repair
14/08/2020	BT	BACS	188.55		Telephone - 1811
14/08/2020	Yorkshire Internal Audit Servi	BAC11	320.00		Internal Audit
14/08/2020	Cawood Parish Council	BACS	1,841.00		Cawood Cemetery
17/08/2020	Lloyds Card	BACS	793.70		Clear balance
18/08/2020	Unity Trust Bank	BACS	16,496.31		Salaries
19/08/2020	HM Revenue & Customs	BACS	4,662.10		PAYE/NI
19/08/2020	North Yorks Pension Fund	BACS	6,082.38		Pensions
19/08/2020	Unity Trust Bank	DD	15.00		CHAPS fee
19/08/2020	Worldpay	DD	10.32		Card Machine
19/08/2020	Worldpay	DD	45.69		Card Machine
20/08/2020	Worldpay	DD	11.94		Card Machine
21/08/2020	British Gas Business	DD	48.03		Electricity - Town Hall
21/08/2020	Spirit of Christmas	BACS	300.00		Grant
25/08/2020	Manutan UK Ltd	BACS16	64.56		Wall dispenser/storage - TH
25/08/2020	Unity Trust Bank	DD	20.99		Bank Fee
25/08/2020	Viking	BACS	30.44		Stationery
25/08/2020	British Gas Business	DD	26.28		Electricity - Cemetery

List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/08/2020	Holly Taymar	BACS13	100.00		Performance - Farmers Market
26/08/2020	Mayfair Security	BACS19	259.20		Security - Market
26/08/2020	Mayfair Security	BACS20	49.80		Callout - 1811
28/08/2020	Commerce Business Systems Ltd	BACS4	41.04		Photocopying
28/08/2020	Christmas Plus Ltd	BACS5	9,938.40		Festive Display
28/08/2020	East Riding Horticulture Ltd	BACS7	209.47		Horticultural goods
28/08/2020	Lindley Crane & Plant Hire Ltd	BACS15	96.00		Digger hire - Cemetery
28/08/2020	Marcus Taperell Tree Surgery	BACS28	300.00		Tree work - Play Areas
28/08/2020	Teleshore(UK) Ltd	BACS29	738.90		Coffins - Cemetery
28/08/2020	Viking	BACS33	47.06		Stationery
28/08/2020	Viking	BACS34	38.94		Bin - 1811
28/08/2020	Viking	BACS10	69.18		Hand sanitiser
Total Payments			48,490.10		

Petty Cash

List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/08/2020	Tesco	AUG01	38.00		Fuel
05/08/2020	Post Office	AUG02	0.76		Postage
06/08/2020	Home Bargains	AUG03	17.09		Hand Sanitiser
14/08/2020	Yorkshire Motors	AUG04	89.08		Tractor Battery

Total Payments			<u>144.93</u>		
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List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/08/2020	Lloyds	JULY 11	3.00		Card Fee
06/08/2020	Go To Meeting	AUGUST 1	18.00		Virtual meeting
13/08/2020	Adobe Systems Services	AUGUST 2	12.64		Monthly subs
13/08/2020	123 Reg	AUGUST 3	19.19		Town Hall domain renewal
25/08/2020	NALC	AUGUST 4	38.93		Webinar-Rebuilding Sust.Comms
25/08/2020	Microsoft	AUGUST 5	188.00		Monthly subs
26/08/2020	123 Reg	AUGUST 6	28.78		Town Hall domain renewal
26/08/2020	Facebook	AUGUST 7	60.00		Your Place comedy adverts

Total Payments			<u>368.54</u>		
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**The Local Authorities' Property Fund
Prices and Dividend Yields**



End of	Aug-20	Jul-20	Jun-20	May-20	Apr-20	Mar-20	Feb-20	Jan-20	Dec-19	Nov-19	Oct-19	Sep-19
Offer Price p	301.67	302.10	303.14	305.90	310.33	315.70	321.47	321.90	322.70	322.32	323.45	324.35
Net Asset Value p	282.60	283.00	283.97	286.55	290.71	295.74	301.14	301.55	302.30	301.94	303.00	303.84
Bid Price p	278.22	278.61	279.57	282.11	286.20	291.15	296.47	296.87	297.61	297.26	298.30	299.13
Dividend* on XD Date p			2.80			3.25			3.21			3.45
Dividend* - Last 12 Months p	12.72	12.72	12.72	13.06	13.06	13.06	13.12	13.12	13.12	13.22	13.22	13.22
Dividend Yield on NAV %	4.50	4.49	4.48	4.56	4.49	4.42	4.36	4.35	4.34	4.38	4.36	4.35
Fund Size £m	1152.4	1154.1	1158.0	1168.6	1185.5	1206.0	1205.9	1206.8	1200.1	1191.1	1177.3	1173.1

* The Dividend is paid gross and is after all charges

Source: CCLA

Risk Warning

Please remember that the value of units and the income from them can fall as well as rise and an investor may not get back the full amount invested. Past performance is no guarantee of future returns. The Property Fund's unit value will reflect fluctuations in property values and rents. The units are intended only for long-term investment and are not suitable for money liable to be spent in the near future. They are realisable only on each month end valuation date and a period of notice may be imposed for the redemption of units.

CCLA FUND MANAGERS LIMITED

Senator House
85 Queen Victoria Street
London EC4V 4ET
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PLANNING RESPONSES DEALT WITH UNDER DELEGATED AUTHORITY SINCE THE LAST MEETING OF COUNCIL

28.9.20

Application No	Description	Response
2020/0292/HPA	Proposed single storey extension to the rear elevation of semi detached property 63 West Park, Selby, YO8 4JN	Selby Town Council has no objections to this application subject to consultation with occupants of neighbouring properties
2020/0710/OUT	Outline application including access, layout and scale (all other matters reserved) for erection of a 1.5 storey dwelling with new shared access and private outdoor amenity space 29 Green Lane, Selby, YO8 9AN	Selby Town Council objects to back garden developments in principle. There is insufficient off street parking.
2020/0173/FUL	Proposed conversion of current communal area into 2 No dwellings Pymble, Flaxley Road, Selby	Selby Town Council objects to this application due to lack of sufficient parking facilities. Minimum 1 parking space per residence, preferably two.
2020/0705/HPA	Extension to existing dormer (retrospective) 14 High Meadow, Selby, YO8 3LT	Selby Town Council objects to this application. Retrospective application – applicants should have submitted a planning application prior to work commencing
2020/0721/COU	Change of Use from Convenience Store (A1) to a Café (A3) 81 Brook Street, Selby, YO8 4AT	Selby Town Council has no objections to this application subject to consultation with the Environmental Health department at Selby District Council
2020/0666/FUL	Erection of 3No town houses including 6 No car parking spaces to the rear Land at Wistow Road, Selby	Selby Town Council has no objections subject to consultation with occupants of neighbouring properties
2020/0587/S73	Section 73 application to vary/remove 1-23 conditions of planning permission reference 2010/0044/FUL Erection of a building for A1, A2, A3, A4, A5, B1(a) & (b) and D1 use at ground floor and 10 No. Dwellings on the upper floors with ancillary bin and bicycle storage and landscaping of public open space Toll Bridge Filling Station (Derelict), Ousegate, Selby	Selby Town Council object to the planning application commercial unit being A5 due to it being detrimental to the surrounding area and having an adverse effect on the residential amenity of the neighbouring properties.

2020/0667/COU	Change of use from Sui Generis Taxi business retail to A1 7 Abbey Yard, Selby, YO8 4PS	Selby Town Council has no objections to this application.
2020/0776/FULM	Redevelopment of the Site to provide 102 residential units (Use Class C3), along with associated parking provision, construction of the vehicular access onto Portholme Road and laying out of open space. Selby District Council - Old Civic Centre, Portholme Road, Selby	Selby Town Council objects to this planning application. Access onto Portholme Road will lead to more congestion. Consideration should be taken into account of the proposed neighbouring supermarket also feeding onto Portholme Road. There is also a lack of formal play areas with equipment.
2020/0816/HPA	Proposed erection of a single storey rear extension 27 Green Lane, Selby, YO8 9AN	Selby Town Council has no objections to this planning application subject to consultation with occupants of neighbouring properties.
2020/0800/HPA	Rear single storey extension for kitchen/family room extension 89 Doncaster Road, Selby, YO8 9BU	Selby Town Council has no objections to this planning application subject to consultation with occupants of neighbouring properties
2020/0771/HPA	Erection of single storey extension for bedroom and kitchen/living diner to convert existing bungalow into 3 bedrooms 22 West Park, Selby, YO8 4JL	Selby Town Council has no objections to this planning application subject to consultation with occupants of neighbouring properties
2020/0801/HPA	Erection of replacement garage 88 Leeds Road, Selby, YO8 4JQ	Selby Town Council has no objections to this planning application subject to consultation with occupants of neighbouring properties
2020/0848/TPO	Reduce 1 No mature Holly tree by 50% and reduce 1 No Lawson Conifer by 40% covered by TPO 8/1978 1 Green Lane, Selby, YO8 9AN	Selby Town Council has no objections to this application other than that the work should be carried out by a qualified tree surgeon
2020/0830/HPA	Extension to existing dormer 16 High Meadow, Selby, YO8 3LT	Selby Town Council has no objections to this planning application subject to consultation with occupants of neighbouring properties

2018/0934/FULM	Proposed construction of 25 assisted care apartments with associated car parking and landscaped gardens Osborne House Union Lane Selby	Selby Town Council objects to this application on the following grounds: Overdevelopment of the site, Lack of sufficient parking, Potential increase in traffic congestion due to on street parking along Union Lane, the proposed development would be too close to the rear of Tesco Store with noisy deliveries day and night, possible flood risk
2020/0844/FUL	Change of use of land to the rear of 22 West Park into residential curtilage plus workshop located on the land to the rear 22 West Park, Selby, YO8 4JL	Selby Town Council has no objections to this application subject to consultation with occupants of neighbouring properties.
2020/0893/HPA	Single storey rear extension and detached garage 100 Leeds Road, Selby, YO8 4JQ	Selby Town Council has no objections to this application subject to consultation with occupants of neighbouring properties.
2020/0799/HPA	Demolition of existing conservatory, proposed single storey side and rear extension 104 Charles Street, Selby, YO8 4YQ	Selby Town Council has no objections to this application subject to consultation with occupants of neighbouring properties
2020/0920/S73	S73 application to vary condition 02 of planning permission 2018/0849/FUL. Proposed demolition of existing dwelling and erection of new detached dwelling Toad Hall, 34 Leeds Road, Selby	Selby Town Council has no objections to this application subject to consultation with occupants of neighbouring properties
2020/0773/FUL	Change of use to mixed use for childminding business and a dropped kerb 15 Cochrane Street, Selby, YO8 8DU	Selby Town Council has no objections to this application subject to consultation with occupants of neighbouring properties and also Environmental Health Department at Selby District Council