

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

PRESENT: Cllrs M Davis (Chair), S Shaw-Wright, F Matthews, I Lawton, M Fagan, M Dyson, W Nichols and K Franks

IN ATTENDANCE - G Bell & A Argyle

LP31 APOLOGIES FOR ABSENCE

Apologies were received from Cllr. G Harding

LP32 DISCLOSURE OF INTERESTS

There were no Disclosures of Interests.

LP33 MINUTES

LP33.1 The minutes of the Land & Property Committee held on 7 September 2020 were received and noted. These minutes had previously been approved at September Council.

LP33.2 The Clerk updated on items from the last meeting.

The apiary in the Cemetery is now completed. The Clerk was asked to write to the Beekeeping Association thanking them for their hard work and complimenting them on the quality of the information provided in the excellent noticeboards.

The work to build containers to store organic waste and other waste will be completed before the Christmas break.

Following the most recent play area inspections it was found that wood rot to some of the timber play equipment had become worse and 5 wooden beams would require replacing in the very near future. The Resource Manager updated that he would be working with the contractors of the new play equipment to provide a cost for supplying the wood as this would cut down delivery costs as the contractors could deliver at the same time as the new equipment.

An enquiry has been submitted regarding the requirement of installing a lightning conductor on the Town Hall. The company contacted suggested that although not a legal requirement it was recommended. A reply is awaited regarding the cost.

Early indications suggest that by having the camera sited at the allotments has proved a deterrent against fly tipping and anti-social behaviour.

An improvement had been shown in flooding at Stonebridge allotments since the syke improvement works were carried out last year. The Resource Manager has submitted a request for further drainage works to be carried out next year at an estimated cost of £4,640.

RESOLVED That the above mentioned updates be noted.

LP34 COUNCIL POLICIES

There were no policies to be reviewed.

LP35 TOWN HALL

LP35.1 Gardens

Groundwork have started work on the planting scheme in the front garden. Cllr Davis asked for photos to be taken for records as some of the plants looked to be of poor quality. The Clerk to write to Groundwork expressing concern about the quality of some of the plants and to request a schedule of maintenance visits for the next 12 months.

RESOLVED That:

- i) A photographic record is kept of the plants, and**
- ii) The Clerk writes to Groundwork expressing concern about the quality of some of the plants and requests a schedule of maintenance visits for the next 12 months.**

LP35.2 Quinquennial Survey – Town Hall Windows

The Clerk presented a draft schedule of works and specification for the Town Hall windows.

RESOLVED That the schedule and specification be approved.

LP35.3 Noticeboards

The Resource Manager updated that the noticeboard at the 1811 building would be sited before the Christmas break. The noticeboard at the Town Hall will have to be sited on a form of hardstanding and will be sited after the works to the front garden have been completed.

RESOLVED That the updates be noted.

LP36 CEMETERY

LP36.1 War Memorial

The committee considered a request from a resident seeking permission to install a war memorial onto the wall adjacent to the war grave section. It was agreed that the memorial was of a different type of material, brass, to the other memorials already sited on the wall, and it was too large. It was felt that the Council should have been consulted on the design and material used before the request was made.

RECOMMENDATION TO COUNCIL That:

- i) The request is refused, and**
- ii) The Clerk writes back to the applicant stating the reasons why permission has not been given.**

LP36.2 Cemetery Containers

The Resource Manager provided an estimate for the re-siting of the storage containers of £2,945.

RESOLVED That the estimate be noted and the Clerk adds the item to the budget setting meeting.

LP37 CEMETERY CHAPELS

It was noted that due to the current pandemic there had been no further work with this project. The Clerk was asked to confirm whether planning permission would be required or if building regulations would suffice.

RESOLVED That the Clerk confirms whether planning permission or building regulations only are required.

LP38 1811 BUILDING

LP38.1 Selby & District Foodbank

The Clerk updated that the lease is being drawn up by Crombie Wilkinson.

RESOLVED That the update be noted.

LP38.2 Heating System

The Resource Manager informed the committee that the heating system at the 1811 Building continues to be problematic. The system was inherited and is of a commercial type.

RESOLVED That The Resource Manager explores the possibility of engaging a commercial heating engineer to carry out a service on the heating system.

LP38.3 Boiler House

The Resource Manager presented a report expressing his concerns that there may be asbestos in the boiler house. It was agreed that it would be prudent to carry out an asbestos survey on the whole building.

RECOMMENDATION TO COUNCIL That an asbestos survey is carried out on the whole building.

LP39 ALLOTMENTS

The Clerk updated that the Administration Officer has completed the initial visits to all sites. Notification was received on Avian Influenza instructing that all birds to be kept inside from 14 December 2020. Letters are being sent to all tenants who keep birds on their allotments along with notices displayed on both Pymble and Stonebridge sites.

RESOLVED That the updates be noted.

LP40 BONDGATE WOODLAND

The Clerk updated that a letter had been sent to Selby Community Trust requesting permission to site the mining wheel at the Community Woodland.

RESOLVED That the update be noted.

LP41 COMMUNITY POND

The Resource Manager updated that the work on the pond is due to be carried out on the 17th December subject to weather conditions.

RESOLVED That the update be noted.

LP42 PLAY AREAS

The Clerk updated that after consultation with Selby Disability Forum, the Chair and Clerk approved, using delegated powers, appointing Sutcliffe Play at a cost of £31,282.06 + VAT. The works are scheduled to start week commencing 4th January 2021.

RESOLVED That the update be noted.

LP43 TRAINING

The Clerk updated that as soon as a start date is made available for the horticultural courses, the resource team will be asked if they would like to attend.

RESOLVED That the update be noted.

LP44 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. (Item LP45).

LP45 CEMETERY

The Resource Manager provided a report after receiving several complaints/concerns from people who have memorials in the Half Round Ashes section. A letter was received from a resident expressing concern that shrubs and trees planted next to memorials were to be removed and about the amount of tributes being allowed around the memorials.

RESOLVED That:

- i) The Clerk writes to the grave owners concerned explaining that the rules and regulations need to be adhered to,**
- ii) The Clerk writes to all grave owners in this specific section explaining that action is being taken to remove memorial tributes that have encroached the grassed areas and/or neighbouring plots**
- iii) Display a notice in the noticeboard stating that action is being taken as above**
- iv) Publish a statement in the Selby Times regarding the issue, and**
- v) The Clerk replies back to the letter received explaining the action being taken.**

The committee discussed purchasing 3 noticeboards to site at the entrances to the cemetery enabling the display of all relevant notices in one place.

RECOMMENDATION TO COUNCIL That 3 noticeboards be purchased for the entrances to the cemetery.

LP46

DATE OF FUTURE MEETINGS

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