

Town Clerk
Mrs G Bell

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24 March 2026

Dear Councillor

Selby Town Council,
The Town Hall,
York Street
Selby YO8 4AJ
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admin@selbytowncouncil.gov.uk

Town Council Meeting - Monday 30 March 2026

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 30 MARCH 2026, 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.

To ensure that all matters on this agenda are given due consideration we would ask councillors not to use IT equipment during council meetings for non-meeting activities.

Yours sincerely

G Bell

Clerk to the Council

To: All Town Councillors

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AGENDA

156 PUBLIC QUESTIONS

157 APOLOGIES FOR ABSENCE

To **receive** any apologies for absence.

158 DISCLOSURES OF INTEREST

159 MINUTES OF LAST MEETING

159.1 Council

To **confirm** as a correct record the minutes of the meeting of Council, held on 23 February 2026. (Pages 9 to 14 attached)

159.2 Updates from last meeting

Traffic Camera on Gowthorpe

The CCTV camera is operational. The public open space cameras do not undertake any traffic management function.

Congestion outside schools

This response was received from the chair of Selby and Ainsty Area Constituency Committee:

I wanted to just reach out to you with regards to the concerns you have recently shared on the ongoing congestion issues outside of schools in the Selby locality.

I share the frustrations of the Town Council and the community when it comes to such issues. As a parent of school children myself, we face very similar issues in my ward of Tadcaster and having spoken to NYC Colleagues, these problems span the whole of the County.

Whilst I understand that there is little highways can do due to the restrictions, I feel a joint approach with schools across the district would be a positive way forward. One of our primary schools in Tadcaster has posters on the school's grounds about the dangers of leaving your car running, these posters were done by children at the school and have had a positive impact in the school car park.

There are also a number of schemes across the country that have successfully managed to make their school streets car free. It's really worth looking at the [Living Streets](#) website page.

We are currently exploring the possibility of a walking bus in Tadcaster for two of our primary schools, and also some cones outside of school. Whilst I realise all of these things require volunteers and people working together, I'm hopeful that people will get behind schemes that make roads outside schools safer for everyone.

I will speak to other members and see what their experiences are too and if they have info to share.

159.3 Land and Property

To **confirm** as a correct record the minutes of the Land and Property Committee, held on 2 March 2026. (Page 15 to 25 attached)

To **note** the following resolution was made at LP76 Selby in Bloom

- i. **Quote 1 is approved at a cost of £5,512.84+VAT, and**
- ii. **That the deputy clerk will obtain email confirmation from the Chair of Council, Chair of Land and Property and Chair of Finance and Staffing to approve this prior to the meeting of council due to the time restriction to get the planters ready for May.**

RECOMMENDATION TO COUNCIL:

LP56.2

- i. **The Asset Management policy be approved, and**
- ii. **A date set for review of 3 years.**

LP56.3

- i. **The No Smoking and E Cigarette Policy be approved, and**
- ii. **A date set for review of 3 years.**

LP58.6

- i. **The Rat Barrow and trailer is purchased at £4357+VAT to be taken from the Asset Replacement and Refurbishment EMR,**
- ii. **The Rat Burrow will stored in the cemetery chapel, and**
- iii. **That the Facilities Manager with complete a Health and Safety Risk Assessment to be reviewed by the Health, Safety and Welfare Working Group.**

LP72

- i. **Fire detection upgrade works are undertaken at the 1811 Building at a cost of £2,814.00+VAT to be taken from the 1811 EMR**

- ii. **Fire detection upgrade works are undertaken at the Town Hall at a cost of £3,644.00+VAT to be taken from the Asset Replacement and Refurbishment EMR**
- iii. **Emergency lighting upgrade works are undertaken at the Town Hall at a cost of £2,350 to be taken from the Asset Replacement and Refurbishment EMR**

LP73

The survey is completed at a cost of £2,200+VAT to be taken from the 1811 EMR.

LP74

The survey is completed at a cost of £4,235.00+VAT to be taken from the Asset Replacement and Refurb EMR.

LP77

- i. **Quote 2 is approved for the rafts and path, but without the tarmac road at a cost of £30,450+VAT to be taken from the Cemetery Long Term Development Fund, and**
- ii. **That space is left around the edge of the development in case a road is needed in the future.**

159.4 Town Hall Management Committee

To **note** that the meeting was not quorate. Items that need to be recommended to council will be considered at agenda points 165, 166, 167 and 170.

159.5 Market Working Group

To **confirm** as a correct record the notes of the Market Working Group, held on 23 March 2026. (Pages 26 to 29 attached)

159.6 Environment Committee

To **confirm** as a correct record the minutes of the Environment Committee, held on 23 March 2026. There were no recommendations to consider. (Pages 30 to 35 attached)

160 CORRESPONDENCE RECEIVED

There has been no correspondence received.

161 ACCOUNTS

161.1 Payments

To **note** a folder containing all payments made since the last Town Council meeting will be presented to Council. The RBS report detailing the list of

payments, petty cash payments and credit card transactions between 1 – 28 February 2026 are attached for **consideration**. (Pages 36 to 39 attached)

161.2 Balances

The balance at the Unity Bank on 28 February 2026 was £856,521.70, the balance at the Lloyds Bank on 28 February 2026 was £10,769.97 and the value of the funds on term deposit are:

- £87,980.29 with Unity Trust Bank Savings Account (Instant Access)
- £85,000 with Unity Trust (12 month term deposit)
- £100,988.50 with Hinkley & Rugby (90 day notice account)
- £95,693.11 (Bid Market Valuation as of 28 February 2026, Mid-Market Valuation £97,199.70) with Churches, Charities and Local Authorities (CCLA) Property Fund. (Page 40 attached)

Payments over £1,500

SSE - £2,755.61 – Gas at the Town Hall 01/12/25-28/02/2026 (added this as it is above the approved DD limit – bills are now quarterly)

The following payment for over £1,500 has been made by the Clerk using delegated powers since the last meeting

Vaughtons - £1,662.86 – Velvet Collars for both sets of chains

161.3 Wedding Virement

There is no virement to transfer funds from the Wedding Budget to the Staffing Budget for March 2026.

Virements – Wedding Budget £500		
Details 2025/26	Cost £	Balance against Budget
Balance b/fwd.		£500.00
March 2026	£0.00	
Balance		£500.00

162 TRAINING

162.1 Staff Training

To **note** that the deputy clerk attended a talking tables event.

A file has been set up on Teams with relevant reports and documents from training events that have been attended by the clerk and deputy clerk.

162.2 Councillor Training

To **note** there has been no councillor training.

163 POLICIES TO BE REVIEWED

There are no policies to be reviewed.

164 TOWN CLERK'S REPORT

To **receive** and **consider** the Clerk's report. (Pages 41 to 43 attached)

165 ARTS MARKETING

To **receive** and **consider** the Arts Officers report.

Research was undertaken to establish the availability and cost of arts marketing services to improve on and deliver the Town Hall's marketing strategy in order to increase sales and develop audiences. (Pages 44 to 47 attached)

166 LED THEATRE LIGHTING

To **receive** and **consider** the Arts Officers report.

An indicative quote was sought for upgrading the Town Hall's existing, energy inefficient and increasingly obsolete tungsten theatre lighting with its LED equivalent, as well the associated alterations which would be required to power and signal distribution. (Pages 48 to 50 attached)

167 ARTS BOOKING FOR 2027/28 AND BUDGET PROVISION

To **consider** giving the Arts Officer permission to book acts for 2027/28 on the basis of the same budget as 2026/27.

Agents and artists operating in small scale venues book tours up to two years in advance, with many already programming into 2028 and requesting dates for their artists.

168 PLANNING CONSULTATION RESPONSES

168.1 Planning Consultations

To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 51 attached)

169 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 170 to 174).

170 DEVELOPMENT OF TOWN HALL

To **receive** and **consider** the Arts Officers report. (Pages 52 to 54 attached)

171 PORTHOLME ROAD FENCE

To **receive** and **consider** the quotations to install a fence along the Portholme Road field. (Page 55 attached)

To **note** that permission to use S106 funds was granted in 2022 by Selby District Council. A new application has to be submitted before they will approve the release of the funds.

172 SALARIES AND OVERTIME

To **approve** the March 2026 Schedule of Salary Payments.

173 STAFFING UPDATE

The clerk will provide an update.

174 SUPPORT FOR REFUGEES IN OUR COMMUNITY

To **consider** ways of welcoming and supporting refugees in our community.

175 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 13 April 2026

Monday 27 April 2026

Monday 11 May 2026

Wednesday 13 May 2026

Monday 18 May 2026

Grants Meeting

Council

Finance & Staffing Committee

Ann. Town Meet. & Grants Present.

Annual Council and Council