



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY  
TOWN COUNCIL HELD MONDAY 30 MARCH 2026 AT THE TOWN  
HALL, YORK STREET, SELBY**

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**PRESENT: Cllrs K Franks, R Harrison, A Stephenson, S Andrew, C Laskey, M Davis, K Arthur, S Shaw-Wright, F Matthews, T Beharrell and M Lawton**

**156 PUBLIC QUESTIONS**

There were no public questions.

**157 APOLOGIES FOR ABSENCE**

Cllrs J Proud, M Dyson, W Nichols, H Davis, R Pope and I Lawton.

**158 DISCLOSURES OF INTEREST**

Cllr K Arthur declared an interest in item 168.1 and 171.

Cllr F Matthews declared an interest in item 168.1.

**159 MINUTES OF LAST MEETING**

159.1 Council

The minutes of the meeting of Council, held on 23 February 2026 were considered.

The resolution on item FS46 was amended to state the full cost of the glazed lanterns:

**FS46 STREETLIGHTING**

- i. **The full replacement of the following lanterns in Abbey Place, LP22A, LP26B, LP25B, LP24B, LP27B and LP28B and 1no. corner bracket at a cost of £5,571.54 + VAT, amended to £6,231.54 + VAT at Full Council to include glazed panels, and**
- ii. **The cost be taken from EMR Efficiency Fund.**

**RESOLVED: That the minutes of the meeting of Council, held on 27 January 2026 be approved as a correct record, subject to the abovementioned amendment.**

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.

Council requested that the deputy clerk responds to ask how the traffic can be monitored at the junction as it is dangerous for pedestrians with cars going through on red lights. And to ask what the cameras on the newly installed traffic lights will monitor.

Congestion outside schools

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

Council requested that the deputy clerk responds asking when the matter will be taken to the area committee meeting so that a representative from Selby Town Council can attend.

**RESOLVED THAT:**

- i. The updates be noted,
- ii. The deputy clerk contacts the **Community Safety & CCTV Manager to ask how the traffic can be monitored at this junction and if the new traffic light cameras do this, and**
- iii. The deputy clerk contacts the **Chair of Selby ACC to ask when the matter will be discussed at the committee meeting.**

159.3 Land and Property

The minutes of the Land and Property Committee, held on 2 March 2026 were considered.

It was noted that the following resolution was made at LP76 Selby in Bloom

- i. **Quote 1 from Silica Lodge Garden Centre 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.**

**RESOLVED THAT:**

- i. **The minutes of the Land and Property Committee meeting, held on 2 March 2026 be approved as a correct record,**
- ii. **The resolution at LP76 be noted, and**
- iii. **The following recommendations be approved.**

**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 by 24 Networks 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 by 24 Networks 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 by JT Electrical at the Town Hall at a cost of £2,350 to be taken from the Asset Replacement and Refurbishment EMR**

#### **LP73**

**The Fire Compartment Survey at the 1811 is completed by Rhodar at a cost of £2,200+VAT to be taken from the 1811 EMR.**

#### **LP74**

**The Fire Compartment Survey at the Town Hall is completed by Rhodar at a cost of £4,235.00+VAT to be taken from the Asset Replacement and Refurb EMR.**

#### **LP77**

- i. Quote 2 from Flintons Garden & Landscaping Ltd 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**

**It was noted that the meeting was not quorate. Items that needed to be recommended to council were considered at agenda points 165, 166, 167 and 170.**

#### **159.5 Market Working Group**

**The notes of the Market Working Group, held on 23 March 2026 were considered.**

Council requested that the clerk raises a complaint with North Yorkshire Council as the works that have been completed are not what was discussed. Council would like a meeting onsite with a representative to discuss the works.

**RESOLVED THAT:**

- i. The notes of the Market Working Group be approved as a correct record, and**
- ii. The Clerk raises a complaint with North Yorkshire Council regarding the work that have been completed on the market place and to request on site meeting.**

159.6 Environment Committee

The minutes of the Environment Committee, held on 23 March 2026 were considered. It was noted that there were no recommendations.

**RESOLVED: That the minutes of the Environment Committee meeting were approved as a correct record.**

**160 CORRESPONDENCE RECEIVED**

There has been no correspondence received.

**161 ACCOUNTS**

161.1 Payments

A folder containing all payments made since the last Town Council meeting was 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 were considered.

It was noted that there have been ongoing billing issues with SSE and that the deputy clerk is working with Utility Aid to resolve them. Council requested that a complaint is raised with SSE.

**RESOLVED THAT:**

- i. The list of payments between 1 – 28 February 2026 in the sum of £65,337.68, the credit card payments made between 1 – 28 February 2026 in the sum of £783.94 and the list of petty cash payments made between 1 – 28 February 2026 in the sum of £207.43 be approved, and**
- ii. The deputy clerk raises a complaint with SSE regarding the ongoing billing issues.**

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.

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

**RESOLVED THAT:**

- The balance at the Unity Trust Bank, Lloyds Bank and funds on long term deposit be noted, and**
- The abovementioned payments over £1,500 be approved.**

161.3 Wedding Virement

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

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

**RESOLVED: That the update be noted.**

**162 TRAINING**

162.1 Staff Training

It was noted that the deputy clerk attended a talking tables event and that 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

It was noted that there has been no councillor training.

**RESOLVED: That the update be noted.**

**163 POLICIES TO BE REVIEWED**

There were no policies to be reviewed.

**RESOLVED: That the update be noted.**

**164 TOWN CLERK'S REPORT**

The Clerk's report was received.

**RESOLVED: That the update be noted.**

**165 ARTS MARKETING**

The Arts Officers report was considered.

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.

Council noted that the matched funding of £7,500 was not budgeted for at budget setting but there are funds in the contingencies budget that could be used.

**RESOLVED THAT: The Arts Officer to put together a proposal for a Arts marketing project, with council providing the matched funding of £7,500 to be taken from the Contingencies budget.**

**166 LED THEATRE LIGHTING**

The Arts Officers report was considered.

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.

Council noted that the replacement of the theatre lighting was allowed for at Budget Setting and will be taken from the Asset Replacement and Refurbishment EMR.

**RESOLVED: That the Arts Officer proceeds to obtain three quotations for LED theatre lighting to present back to council.**

**167 ARTS BOOKING FOR 2027/28 AND BUDGET PROVISION**

The request to give the Arts Officer permission to book acts for 2027/28 on the basis of the same budget as 2026/27 was considered.

**RESOLVED: That the Arts Officer is granted permission to book acts for 2027/28 on the basis of the same budget as 2026/27.**

## **168 PLANNING CONSULTATION RESPONSES**

### **168.1 Planning Consultations**

The report on Planning Consultations dealt with under delegated authority since the last meeting of Council was received.

**RESOLVED: That the report be noted.**

## **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**

The Arts Officers report was considered.

**RESOLVED: That quote 1 from Architek is approved to complete a feasibility study at the cost of £8000, and the cost to be taken from the Capital EMR.**

## **171 PORTHOLME ROAD FENCE**

The quotations to install a fence along the Portholme Road field were considered.

It was noted that permission to use S106 funds was granted in 2022 by Selby District Council and a new application has been submitted to request the release of the funds.

**RESOLVED: That quote 1 from Flintons Landscape & Gardening Ltd is approved at a cost of £13,930+VAT, subject to confirmation that the funds for S106 will be released for this.**

## **172 SALARIES AND OVERTIME**

The March 2026 Schedule of Salary Payments were approved.

**RESOLVED: That the March 2026 Schedule of Salary Payments in the sum of £22,096.48 be approved.**

## **173 STAFFING UPDATE**

The clerk updated that the new Resource Assistant has been appointed and started in role on 30 March 2026.

**RESOLVED: That the update be noted.**

**174 SUPPORT FOR REFUGEES IN OUR COMMUNITY**

Cllr M Davis provided an update.

**RESOLVED:** That the update be noted.

**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**