

Town Clerk  
Mrs G Bell

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12 May 2026

Dear Councillor

Selby Town Council,  
The Town Hall,  
York Street  
Selby YO8 4AJ  
Tel: 01757 708449  
Email:  
[admin@selbytowncouncil.gov.uk](mailto:admin@selbytowncouncil.gov.uk)

### **Town Council Meeting - Monday 18 May 2026**

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 18 MAY 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**

### **14 PUBLIC QUESTIONS**

### **15 APOLOGIES FOR ABSENCE**

To **receive** any apologies for absence.

### **16 DISCLOSURES OF INTEREST**

### **17 MINUTES OF LAST MEETING**

#### **17.1 Council**

To **confirm** as a correct record the minutes of the meeting of Council, held on 27 April 2026. (Pages 7 to 12 attached)

#### **17.2 Updates from last meeting**

Traffic Camera on Gowthorpe

Awaiting a response.

Congestion outside schools

Awaiting a response.

Market Place

Meeting planned for 19 May at 10am.

#### **17.3 Finance and Staffing**

To **confirm** as a correct record the minutes of the Finance and Staffing Committee meeting, held on 11 May 2026. (Page 13 to 18 attached)

### **RECOMMENDATION TO COUNCIL THAT:**

- FS53 i. The Internal Audit be noted,**  
**ii. Assertions 1 to 8 had been met,**  
**iii. Assertion 9 was not applicable,**  
**iv. Assertion 10 had not been met,**  
**v. The Annual Governance Annual Return be approved, and**  
**vi. The Clerk obtains three quotes for a new website.**

**FS54 The funds be re-invested In the Unity Trust 12-month Term Deposit Account upon maturity.**

**FS56 i. The Policy go to Staff Consultation,**

- ii. **The Maternity, Adoption, Shared Parental and Paternity Policy and Procedure be adopted and principles applied, and**
- iii. **Once approved the review date be set for 1 year**

## 18 CORRESPONDENCE RECEIVED

There has been no correspondence received.

## 19 ACCOUNTS

### 19.1 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 – 30 April 2026 are attached for **consideration**. (Pages 19 to 22 attached)

### 19.2 Balances

The balance at the Unity Bank on 30 April 2026 was £1,156,490.97, the balance at the Lloyds Bank on 30 April 2026 was £10,392.57 and the value of the funds on term deposit are:

- £88,434.05 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)
- £95,173.85 (Bid Market Valuation as of 30 April 2026, Mid-Market Valuation £96,672.25) with Churches, Charities and Local Authorities (CCLA) Property Fund. (Page 23 attached)

#### Payments over £1,500

Rhodar - £5,082.00 – Town Hall Compartment Survey and Fire Door Survey

Rhodar - £2,640.00 – 1811 Compartment Survey and Fire Door Survey

### 19.3 Wedding Virement

There is no virement to transfer funds from the Wedding Budget to the Staffing Budget for May 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
May 2026	£0.00	
Balance		£500.00

## 20 TRAINING

### 20.1 Staff Training

To **note** that the Clerk has attended training on Data Protection, Procurement and Planning Reform.

## 20.2 Councillor Training

To **note** that no councillor training has been attended.

## 21 POLICIES TO BE REVIEWED

There are no policies to review.

## 22 TOWN CLERK'S REPORT

To **receive** the Clerk's report. (Page 24 attached)

## 23 PLANNING CONSULTATION RESPONSES

### 23.1 Planning Consultations

To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Pages 25 to 26 attached)

### 23.2 Planning Applications

To **receive** and **consider** a response on the following planning application:  
Erection of 8 apartments with associated works and infrastructure, Land Off Shipyard Road Selby

[ZG2025/0717/FUL | Erection of 8 apartments with associated works and infrastructure | Land Off Shipyard Road Selby](#)

(Page 27 attached)

## 24 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 25 to 28)

## 25 SALARIES AND OVERTIME

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

## 26 GRANT APPLICATION

To **receive** and **consider** the grant application from Selby Womblers. (Pages 28 to 39 attached)

## 27 SUPPORT FOR REFUGEES IN OUR COMMUNITY

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

## 28 STAFFING REPORT

To **receive** and **consider** the Clerks report.

To recruit Administrative Support for 20 hrs per week on a twelve-month fixed-term contract. The report to be tabled.

**29 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS**

**Monday 1 June 2026**  
**Monday 29 June 2026**  
**Monday 6 July 2026**  
**Monday 20 July 2026**  
**Monday 27 July 2026**

**Land & Property Committee**  
**Council**  
**Environment Committee**  
**Finance & Staffing Committee**  
**Council**