

Town Clerk
Mrs G Bell

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21 July 2026

Dear Councillor

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

Town Council Meeting - Monday 27 July 2026

You are hereby summoned to attend the meeting of the Town Council which has been arranged for **MONDAY 27 JULY 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

45 PUBLIC QUESTIONS

46 APOLOGIES FOR ABSENCE

To **receive** any apologies for absence.

47 DISCLOSURES OF INTEREST

48 MINUTES OF LAST MEETING

48.1 Council

To **confirm** as a correct record the minutes of the meeting of Council, held on 29 June 2026. (Pages 7 to 14 attached)

48.2 Updates from last meeting

Abbey Place – replacement lamps – this should be completed in the next couple of weeks.

48.3 Environment Committee

To **confirm** as a correct record the minutes of the Environment Committee meeting, held on 6 July 2026. (Page 15 to 19 attached)

RECOMMENDATION TO COUNCIL THAT:

E12 Policy Review – Biodiversity Policy

- i. The Biodiversity policy be approved, and**
- ii. A date is set for review of 2 years**

48.4 Finance and Staffing Committee

To **confirm** as a correct record the minutes of the Finance and Staffing Committee meeting, held on 20 July 2026. (Page 20 to 25 attached)

RECOMMENDATION TO COUNCIL THAT:

FS10.2 Policy Review - Information & Data Protection Policy

- i. The Information & Data Protection Policy be approved, and**
- ii. The review date be set for 1 year.**

FS10.3 Policy Review - Information Technology Policy

- i. The Information Technology Policy be approved with a minor clerical amendment , and**
- ii. The review date set for 1 year.**

FS10.4 Maternity, Adoption, Shared Parental and Paternity Policy and Procedure

- i. The Maternity, Adoption, Shared Parental and Paternity Policy and Procedure be approved with a minor clerical amendment,
- ii. The review date for the policy set for 3 years, and
- iii. The review date for Appendix 5 annually.

FS10.5 Financial Regulations Item 5.15 be amended as follows:

5.15 Individual purchases within an agreed budget for that type of expenditure may be authorised by:

- the Town Clerk, under delegated authority, for any items below £1,500 ~~£2,500~~ excluding VAT.
- The Town Clerk, in consultation with the Chair of the Council, the Leader of the Council and the Chair of Finance and Staffing, for any items below £3,000 ~~£5,000~~ excluding VAT.
- The council for all items over ~~£3,000~~ ~~£5,000~~

49 CORRESPONDENCE RECEIVED

Selby, Tadcaster and Sherburn in Elmet Cycling Priorities

To **receive** the email from North Yorkshire Council. (Page 26 attached)

Selby Gateway Update

To **receive** the update from Galliford Try. (Pages 27 to 31 attached)

Spirit of Christmas

To **receive** the email of thanks from Spirit of Christmas. (Page 32 attached)

The North Yorkshire Local Plan: Town and Parish Council Briefing

To **receive** the email from North Yorkshire Council. (Pages 33 to 34 attached)

50 ACCOUNTS

50.1 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 June 2026 are attached for **consideration**. (Pages 35 to 38 attached)

50.2 Balances

The balance at the Unity Bank on 30 June 2026 was £992,452.72 the balance at the Lloyds Bank on 30 June 2026 was £10,384.07 and the value of the funds on term deposit are:

- £94,461.56 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)
- £94,439.26 (Bid Market Valuation as of 30 June 2026, Mid-Market Valuation £95,926.11) with Churches, Charities and Local Authorities (CCLA) Property Fund. (Page 39 attached)

Payments over £1,500 to be approved

Roadway Traffic Management - £4,605.31 – Remembrance Road Closure
Christmas Plus - £14,268.00 – Hire of Festive Display.

50.3 Wedding Virement

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

Virements – Wedding Budget £500		
Details 2025/26	Cost £	Balance against Budget
Balance b/fwd.		£251.14
July 2026	£0.00	
Balance		£251.14

51 TRAINING

51.1 Staff Training

To **note** that no staff training has been completed.

51.2 Councillor Training

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

52 POLICIES TO BE REVIEWED

There are no policies to be reviewed.

53 TOWN CLERK'S REPORT

To **receive** the Clerk's report. (Page 40 attached)

54 PLANNING CONSULTATION RESPONSES

54.1 To **receive** the report on Planning Consultations dealt with under delegated authority since the last meeting of Council. (Page 41 attached)

54.2 To **receive** and **consider** a response to planning application [26/03189/FUL | Change of Use from Storage \(Class E\) and first floor extension to create 7 No 1 bedroom apartments and 2 No 2 bedroom apartments at first floor | 43-45 Micklegate Selby North Yorkshire YO8 4EA](#) (Page 42 attached).

55 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 56 to 59)

56 SALARIES AND OVERTIME

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

57 SUPPORT FOR REFUGEES IN OUR COMMUNITY

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

58 APPOINTMENT OF INTERNAL AUDITOR

To **receive** the quotation from Sancton Accounting Services and **consider** appointing for the next two years. (Page 43 attached)

59 MARKET PLACE REPORT

To **receive** and **consider** the Clerk's report. (Pages 44 to 47 attached).

60 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 7 September 2026
Wednesday 9 September
Monday 14 September
Monday 21 September
Monday 28 September

Land & Property
Market Working Group
Town Hall Management Committee
Health, Safety & Welfare Working Group
Council