MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY TOWN COUNCIL HELD MONDAY 27 JULY 2026 AT THE TOWN HALL, YORK STREET, SELBY

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PRESENT: Cllrs S Shaw-Wright, K Franks, W Nichols, C Laskey, S Andrew,

A Stephenson, R Pope, F Matthews, T Beharrell, I Lawton, K Arthur, M Dyson, M Davis and H Davis

45 PUBLIC QUESTIONS

There were no public questions.

46 APOLOGIES FOR ABSENCE

Cllrs J Proud, M Lawton and R Harrison.

47 DISCLOSURES OF INTEREST

Cllrs F Matthews and K Arthur declared an interest in agenda item 49 Selby Gateway Update.

48 MINUTES OF LAST MEETING

48.1 Council

The minutes of the meeting of Council, held on 29 June 2026 were considered.

The following amendments have been made; the date, the list of attendees and the policy review dates added.

RESOLVED: That the minutes of the meeting of Council, held on 29 June 2026 be approved as a correct record.

48.2 Updates from last meeting

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

RESOLVED: That the update be noted.

48.3 Environment Committee

The minutes of the Environment Committee meeting, held on 6 July 2026 were considered.

The resolution point **iii** at agenda item E3 has been amended to 'This item to be bought back to the Environment Committee once the traffic plan is confirmed'.

RESOLVED THAT:

i. The minutes of the Environment Committee meeting, held on 6 July 2026 be approved as a correct record subject to the abovementioned amendment, and

ii. The following resolution be approved.

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

The minutes of the Finance and Staffing Committee meeting, held on 20 July 2026 were considered.

Agenda item FS9 was amended to include that the AA breakdown cover had been added to the list and that the Unity Bank charges had been added as a variable amount.

RESOLVED THAT:

i. The minutes of the Finance and Staffing Committee meeting, held on 20 July 2026 be approved as a correct record subject to the abovementioned amendment, and
ii. The following resolutions be approved.

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
The email from North Yorkshire Council was received.
Council requested that the Clerk writes and asks for more information regarding the route of the cycle path.

Selby Gateway Update
The update from Galliford Try was received.
It was noted that the North Yorkshire Councillors are now receiving regular updates on the progress.

Spirit of Christmas
The email of thanks from Spirit of Christmas was received.

The North Yorkshire Local Plan: Town and Parish Council Briefing
The email from North Yorkshire Council was received.
Cllr F Matthews and Cllr M Davis will be attending the briefings.

RESOLVED THAT:

i. The Clerk requests more information regarding the cycle path route from North Yorkshire Council, and

ii. The updates be noted.

50 ACCOUNTS

50.1 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 – 30 June 2026 were considered.

The clerk updated that there were no petty cash payments for June.

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.

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.
Jolly Sailor - £3,532.08 – Beer Festival Beer
CDS - £3,897.00 – Cemetery Site Investigation
Flintons - £12,180.00 – Cemetery Rafts
Rosebud Enterprises - £19,617.60 - Works at Miners Memorial & Refurbishment and Installation of Hebridean Isles Ship Section

It was noted that £5,000 is being funded by NYC Locality Budgets and £11,348 has been approved to pay from CIL monies, the remaining £3,269.60 is reclaimable VAT.
The Miners Memorial works have been completed therefore £6,000 is now due, the remaining balance £13,617.60 to be paid on completion of the installation of the ship section.

RESOLVED THAT:

i. The list of payments between 1 – 30 June 2026 in the sum of £78,892.17 and the credit card payments between 1 – 30 June 2026 in the sum of £1,761.31 be approved,
ii. It was noted that there were no petty cash payments between 1 – 30 June 2026,
iii. The balance at the Unity Trust Bank, Lloyds Bank and funds on long term deposit be noted, and
iv. The abovementioned payments be approved.

50.3 Wedding Virement

It was noted that 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

RESOLVED: That the update be noted.

51 TRAINING

51.1 Staff Training

It was noted that no staff training has been completed.

51.2 Councillor Training

It was noted that no councillor training has been attended.

RESOLVED: That the update be noted.

52 POLICIES TO BE REVIEWED

It was noted that there were no policies to be reviewed.

RESOLVED: That the update be noted.

53 TOWN CLERK'S REPORT

The Clerk's report was received.

The Clerk added that the Community Safety Hub is coordinating for Selby, being held at Selby Park, Selby, on Thursday 13th August 2026, from 10am until 2pm.
The event is aiming to bring together a wide range of local organisation, emergency services, charities and community groups to showcase the support, activities and services available to local people, which so far includes North Yorkshire Police, North Yorkshire Fire and Rescue Service, North Yorkshire Youth, North Yorkshire Sport, Adult Learning, North Yorkshire Rise, Yorkshire Air Ambulance, IDAS, Ivison Trust, Citizens Advice, etc.
The festival will feature information stands, activities, demonstrations and opportunities for families to learn more about the services that help keep communities safe and supported.
The Town Council will also be in attendance with the Community Engagement gazebo and we welcome any Councillor wishing to join us.

Council thanked the Arts Officer for the work that was completed on the bid application for the UK Town of Culture 2028.

RESOLVED THAT:

i. The Clerk passes on councils thanks for the work that was completed on the bid application for the UK Town of Culture 2028, and

ii. The updates be noted.

54 PLANNING CONSULTATION RESPONSES

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

54.2 The below planning application was received:
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

Council asked that the Clerk responds with the following comments:
This could be an opportunity to do some work on the facia to make it in keeping with the area.
Concerns that this is overdevelopment and the units are small.
There is no car parking for the residents.
There are fire safety concerns with the wood cladding and there only being two access points for the residential and commercial unit.
Concerns over no outdoor space for the units – the internal courtyard can only be accessed by two units.

RESOLVED: The clerk responds with the abovementioned comments.

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

The July 2026 Schedule of Salary Payments were approved.

RESOLVED: That the July 2026 Schedule of Salary Payments in the sum of £26,016.62 be approved.

57 SUPPORT FOR REFUGEES IN OUR COMMUNITY

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

58 APPOINTMENT OF INTERNAL AUDITOR

The quotation from Sancton Accounting Services was received and council approved appointing for the next two years.

RESOLVED: That Sancton Accounting Services are appointed for the next two years.

59 MARKET PLACE REPORT

The Clerk's report was considered. Council agreed to proceed with the clerks recommendation.

RESOLVED: That Council approves a six-week trial whereby the trader requiring early access is provided with a key and permitted to remove the bollards in accordance with agreed procedures. The effectiveness of the arrangement will be reviewed by the Market Working Group at its next meeting in September, with a recommendation then brought back to Council for consideration.

60 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 7 September 2026	**Land & Property**
Wednesday 9 September	**Market Working Group**
Monday 14 September	**Town Hall Management Committee**
Monday 21 September	**Health, Safety & Welfare Working Group**
Monday 28 September	**Council**