MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY TOWN COUNCIL HELD MONDAY 28 SEPTEMBER 2026 AT THE TOWN HALL, YORK STREET, SELBY

Contents

61 PUBLIC QUESTIONS....2
62 APOLOGIES FOR ABSENCE....2
63 DISCLOSURES OF INTEREST....2
64 MINUTES OF LAST MEETING....2
64.1 Council....2
64.2 Updates from last meeting....2
64.3 Land and Property Committee....2
65 CORRESPONDENCE RECEIVED....4
66 ACCOUNTS....4
66.1 Payments....4
66.2 Balances....5
66.3 Notice of Conclusion of Accounts....5
66.4 Wedding Virement....6
67 TRAINING....6
67.1 Staff Training....6
67.2 Councillor Training....6
68 POLICIES TO BE REVIEWED....6
69 TOWN CLERK'S REPORT....6
70 NORTH YORKSHIRE LOCAL PLAN....6
71 PLANNING CONSULTATION RESPONSES....6
72 PRIVATE SESSION....7
73 SALARIES AND OVERTIME....7
74 STAFF UPDATE....7
75 PLAY AREAS....8
76 SUPPORT FOR REFUGEES IN OUR COMMUNITY....8
77 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS....8

PRESENT: Cllrs S Shaw-Wright, K Franks, M Davis, F Matthews, H Davis,

I Lawton, T Beharrell, M Dyson, M Lawton and K Arthur

61 PUBLIC QUESTIONS

There were no public questions.

62 APOLOGIES FOR ABSENCE

Cllrs R Pope, R Harrison, C Laskey, W Nichols, J Proud, A Stephenson, C Middlebrook and S Andrew.

63 DISCLOSURES OF INTEREST

Cllrs F Matthews and K Arthur declared an interest in agenda item 64.2 Selby Station Gateway.

64 MINUTES OF LAST MEETING

64.1 Council

The minutes of the meeting of Council, held on 27 July 2026 were considered.

RESOLVED: That the minutes of the meeting of Council, held on 27 July 2026 be approved as a correct record.

64.2 Updates from last meeting

Cycle Path

Council requested that the Clerk asks if they can be provided with updates on the project.

Selby Station Gateway

The September update was received. Council agreed that they would like to receive the updates via email rather than adding it to the agenda.

RESOLVED THAT:

- **i. The update be noted,**
- **ii. The Clerk requests updates from North Yorkshire Council on the cycle path project, and**
- **iii. The Selby Station Gateway update is sent to councillors via email.**

64.3 Land and Property Committee

The minutes of the Land and Property Committee meeting, held on 7 September 2026 were considered.

The following amendments have been made to the minutes:
LP30.4 A topographic survey changed to tomographic survey.
LP40 Amended from Chair to Chair of Council.

LP44, 45 and 46 Amended from Allotment Development Fund to Asset Replacement Fund.
LP48 Point vii amended from v,vi,vi to v,vi,vii.

RESOLVED THAT:

i. The minutes of the Land and Property meeting, held on 7 September 2026 be approved as a correct record subject to the abovementioned amendment, and

ii. The following resolutions be approved.

LP44 PYMBLES ALLOTMENT ENTRY GATE

i. Quotation 2, from Flintons Landscape Gardening Ltd at a cost of £670 ex VAT was approved, and

ii. The funds be taken from the Asset Replacement EMR

LP45 PYMBLES FENCE - ROADSIDE

i. Quotation 1, from Flintons Landscaping Gardening Ltd at a cost of £930 ex VAT was approved, and

ii. The funds be taken from the Asset Replacement EMR

LP46 PYMBLES FENCE – TO REAR OF PLOT 20A AND 20B

i. Quotation 2, from Flintons Landscaping Gardening Ltd at a cost of £1,620 ex VAT was approved, and

ii. The funds be taken from the Asset Replacement EMR

LP47 FARM FIELD SURVEY

i. To step outside Financial Regulations, and

ii. To approve a Tier 2 (Stage 2) Groundwater Risk Assessment is carried out by CDS Group at a cost of £2,080 ex VAT

LP48 TOWN HALL AND 1811 FIRE RISK ASSESSMENTS WORKS

i. To step outside Financial Regulations,

ii. To approve the Fire Stopping Works, for the 1811 building, quotation from Rhodar at a cost of £5,227.66 ex VAT,

iii. To approve the full fire door replacement, for the 1811 building, as per the quotation from Rhodar at a cost of £29,293.31 ex VAT,

iv. The above costs for items ii and iii to be taken from the 1811 EMR,

v. To approve the Fire Stopping Works, for the Town Hall, quotation from Rhodar at a cost of £17,561.19 ex VAT,

vi. To approve the full fire door replacement, for the Town Hall, as per the quotation from Rhodar at a cost of £33,633.75 ex VAT,

vii. To approve the Fire Protection in the staircase at the Town Hall as per the quotation from Rhodar at a cost of £2,550 ex VAT, and

viii. The above costs for v, vi and vii to be taken from the Assets Replacement EMR.

LP49 STONEBRIDGE DYKE CLEARANCE

i. The works to be completed by Internal Drainage Board (IDB) at a cost of £848.80 ex VAT, and

ii. The costs to be taken from the Allotment Development EMR.

LP50 PLAY AREAS

Council agree, in principle, to further explore the proposal from North Yorkshire Sport and consider its potential implications and feasibility. – To be discussed in private session.

LP51 MARKETS

i. That the interim arrangements remain in place pending further consideration by the Market Working Group at its next meeting, and

ii. That unauthorised traders' vehicles should not be permitted to remain within the Market Place during market trading periods.

65 CORRESPONDENCE RECEIVED

Road Safety – Letter from Keir Mather

The letter from Keir Mather regarding road safety was received.

Council agreed that there are multiple roads in Selby that would require Vehicle Activated Signs, therefore council could not consider funding installation. They also asked if the list of issues could be sent to council so that they could be reviewed and feedback provided.

RESOLVED: That the Clerk responds to Keir Mather advising that council would not be in a position to fund VAS in the town, and to request the list of issues to be reviewed by council.

66 ACCOUNTS

66.1 Payments

The 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 July 2026 and 1 – 31 August 2026 were considered.

It was noted that the payment for SCG is over the agreed limit on the Direct Debit list and that this will be reviewed at the Finance and Staffing Committee meeting in October.

66.2 Balances

The balance at the Unity Bank on 31 August 2026 was £878,339.80 the balance at the Lloyds Bank on 31 August 2026 was £10,460.57 and the value of the funds on term deposit are:

- £97,861.56 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)
- £94,167.09 (Bid Market Valuation as of 31 August 2026, Mid-Market Valuation £95,649.68) with Churches, Charities and Local Authorities (CCLA) Property Fund.

<u>Payments over £1,500 to be approved</u>
There are no payments to be approved.

<u>The following payments for over £1500 have been made by the Clerk using delegated powers since the last meeting</u>

Ebor Construction - £10,721.40 – 25% deposit for steel frame and cladding

Had IT Group - £8,148.60 – Laptops including set up.

66.3 Notice of Conclusion of Accounts

The External Auditor's report was received.

Council thanked the members of staff involved in the work towards the audit.

RESOLVED THAT:

i. The list of payments between 1 – 31 July 2026 in the sum of £140,475.38, the credit card payments between 1 – 31 July 2026 in the sum of £1,545.28 be approved and the petty cash payments between 1 – 31 July 2026 in the sum of £23.95 be approved,

ii. The list of payments between 1 – 31 August 2026 in the sum of £56,070.00, the credit card payments between 1 – 31 August 2026 in the sum of £1,480.51 be approved and the petty cash payments between 1 – 31 August 2026 in the sum of £11.44 be approved,

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.

66.4 Wedding Virement

It was noted that there was no virement to transfer funds from the Wedding Budget to the Staffing Budget for August and September 2026.

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

RESOLVED: That the update be noted.

67 TRAINING

67.1 Staff Training

There has been no staff training completed.

67.2 Councillor Training

It was noted that Cllr Stephenson was due to complete training in July.

RESOLVED: That the update be noted.

68 POLICIES TO BE REVIEWED

There are no policies to be reviewed.

RESOLVED: That the update be noted.

69 TOWN CLERK'S REPORT

The Clerk's report was received.

RESOLVED: That the report be noted.

70 NORTH YORKSHIRE LOCAL PLAN

The report regarding the North Yorkshire Local Plan was received.

RESOLVED: That the report be noted.

71 PLANNING CONSULTATION RESPONSES

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

Council requested that any retrospective applications have comments submitted, if previous comments have been submitted that this is noted on the report.

RESOLVED: That the report be noted.

71.2 The planning application was received
26/04053/LB Listed building consent for a new commercial shop frontage, conversion of an existing 3 bedroom first and second floor apartment into 2 x 1 bedroom self-contained apartments, a rear staircase first floor extension, an extended roof line rear extension and the conversion of 2 rear barns into 2 x 2 bedroom dwellings
Queens Vaults, 46 Ousegate, Selby, North Yorkshire, YO8 4NH

Council commented that the plans for the frontage and rear of the building would be an improvement.

RESOLVED: That the Clerk responds with the above comment.

72 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 73 to 76)

73 SALARIES AND OVERTIME

The August and September 2026 Schedule of Salary Payments were received.

RESOLVED: That the August 2026 Schedule of Salary Payments in the sum of £25,224.73 be approved, and the September 2026 Schedule of Salary Payments in the sum of £28,262.50 be approved.

74 STAFF UPDATE

It was noted that the Clerk has submitted her resignation and will take early retirement with effect from 31 March 2027. Recruitment for her replacement is expected to be completed by the end of November 2026, with the successful candidate scheduled to commence in post on 1 March 2027 to facilitate a period of handover.

Council agreed that Cllr M Davis would be the point of liaison between council and the clerk, and that Cllrs M Davis, S Shaw-Wright and R Harrison will be on the interview panel.

Council thanked the clerk for all her hard work during in her time of employment. She has done a phenomenal job and will be leaving the council in a really good position.

RESOLVED THAT:

i. Cllr M Davis is the point of liaison between council and the clerk,

ii. Cllrs M Davis, S Shaw-Wright and R Harrison are on the interview panel, and

iii. Council thank the clerk for the work she has done during her employment.

75 PLAY AREAS

The proposal from North Yorkshire Sport was received. Its potential implications and feasibility were considered.

RESOLVED THAT:

i. Council agreed in principle to proceed with the proposal but are aware there are still various stages that are still to go though, and

ii. That there will be a maintenance cost to the play area once it is in place.

76 SUPPORT FOR REFUGEES IN OUR COMMUNITY

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

77 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 5 October	**Environment Committee**
Monday 19 October	**Finance & Staffing Committee**
Monday 26 October	**Council**
Monday 30 November 2026	**Council**
Monday 7 December 2026	**Land & Property Committee**