MINUTES OF THE PROCEEDINGS OF THE MEETING OF SELBY TOWN COUNCIL HELD MONDAY 29 JUNE 2026 AT THE TOWN HALL, YORK STREET, SELBY

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

30 PUBLIC QUESTIONS

There were no public questions.

31 APOLOGIES FOR ABSENCE

Cllrs R Pope, J Proud, H Davis and W Nichols.

32 DISCLOSURES OF INTEREST

There were no disclosures of interest.

33 MINUTES OF LAST MEETING

33.1 Annual Council

The minutes of the Annual meeting of Council, held on 18 May 2026 were considered.

RESOLVED: That the minutes of the Annual meeting of Council, held on 18 May 2026 be approved as a correct record.

33.2 Council

The minutes of the meeting of Council, held on 18 May 2026 were considered.

It was noted that two payments had been missed from the credit card list that was submitted to the meeting in April, these have now been added and the resolution amended.

RESOLVED: That the minutes of the meeting of Council, held on 18 May 2026 be approved as a correct record, subject to the abovementioned amendment.

33.3 Updates from last meeting

Traffic Camera on Gowthorpe

The public open space CCTV cameras do not undertake a traffic enforcement function. These cameras are not located on the traffic lights.

Colleagues in the Council's Highways Department do utilise other CCTV equipment, this will be to assist with traffic management rather than for enforcement purposes.

All incidents that you outline below need to be reported to the police.

(There are repeat occasions of cars going through on red lights while the pedestrians are crossing, and they are concerned about public safety)

If we are asked to provide evidence for a specific incident, we will provide to the relevant agency to assist with any investigation.

Council asked that the deputy clerk responds to the email to establish if the decision has changed to use the lights as a trial for the yellow box scheme. Karl Battersby advised council that once the upgrade on the lights had been completed that it would be used as part of the trial.

Congestion outside schools
Emailed 16/06 to follow up. No response received.

Council asked the deputy clerk to email the newly appointed chair of Selby ACC for a response.

Market Place
Cllr M Davis, F Matthews, S Shaw-Wright and the Markets & Events Manager met with a representative of the Market Place regeneration project on Thursday 4 June. Discussions about the removable bollards are ongoing.

Recording of meetings
The response from the Government regarding the recording of meetings policy was received.

The policy is to be brought back to council for review and the Clerk is to write back requesting more specific guidance on covert recording.

RESOLVED THAT:

i. The updates be noted,
ii. The deputy clerk makes further enquiries about the traffic camera on Gowthorpe,
iii. The deputy clerk sends an email to the Chair of Selby ACC regarding the congestion outside schools,
iv. The recording of meetings policy is to be bought back to council for review, and
v. The Clerk requests more specific guidance on covert recording of meetings.

33.4 Land and Property

The minutes of the Land and Property meeting, held on 1 June 2026 were considered.

It was approved that for LP23 that council would step outside of financial regulations for the single sourcing of office laptops.

RESOLVED THAT:

i. The minutes of the Land and Property meeting, held on 1 June 2026 be approved as a correct record,

ii. That council would step outside of financial regulations for the single sourcing of laptops, and

iii. The following resolutions be approved.

LP12.1 HEBREDIAN ISLES

i. The quotation for £11,348 + VAT be approved, and

ii. CIL monies be used to fund the project.

LP20 1811 WINDOW BLINDS

i. To step outside of Financial Regulations,

ii. The quotation from Abbey Blinds of £2,065.45 + VAT be approved, and

iii. The cost be taken from the 1811 EMR

LP22 FARM FIELD SURVEY

i. To step outside Financial Regulations, and

ii. To approve a site Investigation is carried out at a cost of £3,247.50 + VAT

LP23 OFFICE LAPTOPS

i. 7no. laptops, 3no.docking stations, 1no monitor, 1no remote keyboard and 1no remote mouse be purchased at a cost of £6,070.37 + VAT,

ii. Had-It be approved to set-up the laptops at a cost of £720 + VAT, and

iii. The cost be taken from the Asset Replacement EMR

33.4.1 Updates following the Land & Property Meeting.

Members are advised that the works to improve the paths surrounding the Mining Memorial have now been completed at a total cost of £5,000 plus VAT.

Applications for North Yorkshire Council (NYC) Locality Funding have been submitted by Councillors Shaw-Wright and Proud in the sum of £2,500 each. Subject to approval of these applications, the full cost of the works will be met through this funding, resulting in no financial liability to the Council.

RESOLVED: That the update be noted.

34 CORRESPONDENCE RECEIVED

Streetlighting

The request for streetlighting from Keir Mathers office was received.

Council asked the Clerk to contact North Yorkshire Council to get an update on when the lights that the Town Council own in that area will be repaired and upgraded to LEDs.
The Clerk will write to Keir Mathers office to notify them of the above and suggest if the tenant would like additional lighting that they could install some themselves as the land does not belong to the Town Council.

Bicycle Racks

The request for bicycle racks from North Yorkshire Place Development executive was received.

Council supported the request to install more bicycle racks in the town, however it is not the Town Councils responsibility to do so. The Clerk will reply and suggest that they apply for some of the Mayors active travel budget for the installation.

RESOLVED THAT:

i. The Clerk contacts Keir Mathers office to update that the lights are due to be repaired and upgraded and that the Town Council will not be installing additional lighting as the land does not belong to us, and

ii. The Clerk contacts the North Yorkshire Place Development executive to explain that it is not the Town Councils responsibility to install bicycle racks and to suggest they apply for the mayors active travel budget.

35 ACCOUNTS

35.1 Payments

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 – 31 May 2026 were considered.

35.2 Balances

The balance at the Unity Bank on 31 May 2026 was £1,047,392.89 the balance at the Lloyds Bank on 31 May 2026 was £10,388.32 and the value of the funds on term deposit are:

- £94,015.23 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)
- £94,500.53 (Bid Market Valuation as of 31 May 2026, Mid-Market Valuation £95,988.35) with Churches, Charities and Local Authorities (CCLA) Property Fund.

Payments over £1,500 to be approved

Flintons Landscape Gardening - £8,358.00 – Deposit for fence on recreation field to cover a portion of materials.

AR Entertainments - £2,700.00 – Climbing Wall and Inflatables.

Architek Design & Planning - £8,000.00 – Survey & Feasibility study at Town Hall

Lindley Crane & Plant Hire - £2,400.00 – JCB for Westbourne Allotment clearance.

Cole Transport Services - £1,600.00 – Rides at Funday

Camel Event Production - £6,852.00 – Stage for Funday
Empire Group - £4,983.46 – Security for Funday

The following payments for over £1,500 have been made by the Clerk using delegated powers since the last meeting

Silica Lodge Garden Centre - £3,307.70 – 50% of quote for hanging baskets and planters

24 Networks & Security Ltd - £3,376.80 – 1811 Fire Alarm Additions

Marcus Taperell Tree Surgery - £1,920.00 – Work at Pymble Allotments

RESOLVED THAT:

i. **The list of payments between 1 – 31 May 2026 in the sum of £134.896.78, the credit card payments made between 1 – 31 May 2026 in the sum of £1,799.31 and the list of petty cash payments made between the 1 – 31 May in the sum of £320.99 be approved,**
ii. **The balance at the Unity Trust Bank, Lloyds Bank and funds on long term deposit be noted, and**
iii. **The abovementioned payments over £1,500 be approved.**

35.3 Wedding Virement

The virement to transfer funds from the Wedding Budget to the Staffing Budget for June 2026 was noted.

Virements – Wedding Budget £500		
Details 2025/26	**Cost £**	**Balance against Budget**
Balance b/fwd.		£500.00
June 2026	£248.86	
Balance		£251.14

RESOLVED: That the virement of £248.86 is approved from the Wedding Budget to the Staffing Budget for June 2026.

36 TRAINING

36.1 Staff Training

It was noted that no staff training has been completed.

36.2 Councillor Training

It was noted that no councillor training has been attended.

RESOLVED: That the update be noted.

37 POLICIES TO BE REVIEWED

37.1 Complaints Policy

The Complaints Policy was received and one amendment agreed.

RESOLVED: That the Complaints Policy be approved with the abovementioned amendment and a review date of 29 June 2029.

37.2 Councillors Code of Conduct

The Councillors Code of Conduct was received. The Clerk will amend some typing errors in the document.

RESOLVED: That the Councillors Code of Conduct be approved with the abovementioned amendments and a review date of 29 June 2029.

38 TOWN CLERK'S REPORT

The Clerk's report was received.

RESOLVED: That the updates be noted.

39 PLANNING CONSULTATION RESPONSES

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

RESOLVED: That the update be noted.

40 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 41 to 43)

41 SALARIES AND OVERTIME

The June 2026 Schedule of Salary Payments were approved.

RESOLVED: That the June 2026 Schedule of Salary Payments in the sum of £23,562.09 be approved.

42 SUPPORT FOR REFUGEES IN OUR COMMUNITY

Cllr M Davis provided an update.

RESOLVED: That the update be noted.

43 PYMBLE ALLOTMENT

The report from the Administration Officer was received.

RESOLVED: That the Clerk will write to the allotment holder referencing the agreement conditions.

44 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 6 July 2026	**Environment Committee**
Monday 20 July 2026	**Finance & Staffing Committee**
Monday 27 July 2026	**Council**
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**