

MISSION STATEMENT

***To Improve the Quality of Life
For Those Who Live and Work in the District***

Please ask for: Jane Stewart
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3 December 2007

Dear Councillor

You are hereby summoned to a meeting of the Selby District Council to be held in the Civic Suite, Civic Centre, Portholme Road, Selby on **11 December 2007** commencing at **6.00 pm**.

Yours sincerely

M Connor
Chief Executive

Opening Prayers will be offered.

AGENDA – PUBLIC SESSION

1. Apologies for Absence

To receive apologies for absence.

2. Disclosure of Interest

To receive any disclosures of interest in matters to be considered at the meeting in accordance with the provisions of Section 117 of the Local Government Act 1972, and Sections 50, 52 and 81 of the Local Government Act 2000 and the Members' Code of Conduct adopted by the Council.

3. Minutes

To confirm as a correct record the minutes of the proceedings of the meeting of Council held on 30 October 2007 (pages 6 to 15).

4. Councillors' Emergency Handbook

Presentation by North Yorkshire Emergency Planning Unit.

5. Communications

To consider any communications received by the Chief Executive and to pass resolutions thereon if deemed necessary.

6. Public Questions

To consider questions, if any, notice of which has been given in accordance with rule 5.20 of the Constitution.

7. Councillors' Questions

In accordance with rule 5.21 of the Constitution Councillor McCartney has given notice of the following questions:

1. To ask the Leader of the Council: Will the Leader of the Council kindly give an update on the negotiations between Selby District Council and Dransfield for the purchase of Selby District Council owned land?
2. To ask the Leader of the Council: Given that, when consulted, the residents of the Selby District have twice spurned the opportunity to support a cabinet system for the governance of Selby District Council, could the Leader of the Council please explain the current work being carried out by senior officers to prepare for a cabinet system?

8. Committee and Board Minutes

Economy Board 6 November 2007	Pink	Minutes: 426 - 436 Pages: 16 - 20
Environment Board 8 November 2007	Blue	Minutes: 437 - 445 Pages: 21 - 24
Social Board 13 November 2007	Yellow	Minutes: 446 - 459 Pages: 25 - 31
Extraordinary Social Board 4 December 2007	To follow	
Planning Committee 14 November 2007	Green	Minutes: 460- 469 Pages: 32 - 41
Overview and Scrutiny Committee 22 November 2007	Salmon	Minutes: 470 - 477 Pages: 42 - 46
Extraordinary Overview and Scrutiny Committee 6 December 2007	To follow	
Policy and Resources Committee 27 November 2007	Gold	Minutes: 478 – 499 Pages: 47 - 57
Extraordinary Policy and Resources Committee 10 December 2007	To follow	
Licensing Committee 5 November 2007	Cream	Minutes: 417 - 425 Pages: 58 - 61
Licensing Committee 3 December 2007	To follow	

9. Minutes of the Town Centre Working Group

To receive the minutes of the meeting of the Town Centre Working Group held on 15 November 2007 (pages 62 to 63).

10. Parish Plan Draft Review

To consider the report of the Chair of the Overview and Scrutiny Committee (pages 64 to 67).

11. Urgent Action

The Chief Executive will report on any instances where he has acted in urgent or emergency situations under the functions delegated to him in the Constitution.

12. Sealing of Documents

To authorise the sealing of any documents necessary to action decisions of this Council meeting, or any of its Committees or Boards for which delegated authority is not already in existence.

13. PRIVATE SESSION

It will be recommended that in accordance with Section 100(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following items as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12(A) of the Act.

14. New Telecommunications Mast – Selby

Report of Mr Jonathan Lund, Strategic Director (pages 68 to 74).

15. Leasehold Enfranchisement

Report of the Head of Service – Legal and Democratic Services (pages 75 to 82).

COUNCILLORS ARE REMINDED TO UPDATE THE REGISTER OF INTERESTS AFTER ANY CHANGE IN CIRCUMSTANCES WHICH MAY AFFECT CURRENT ENTRIES

Descriptions of Exempt Information

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.
8. Qualifications for Exempt Information:

Information falling within paragraph 3 is not exempt information by virtue of that paragraph if it is required to be registered under -

 - (a) the Companies Act 1985;
 - (b) the Friendly Societies Act 1974;
 - (c) the Friendly Societies Act 1992;
 - (d) the Industrial and Provident Societies Acts 1965 to 1978;
 - (e) the Building Societies Act 1986; or
 - (f) the Charities Act 1993.
9. Information falling within any of the 7 categories listed above is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.
10. Information which;
 - (a) falls within any of paragraphs 1 to 7 above; and
 - (b) is not prevented from being exempt by virtue of paragraph 8 or 9 above,

is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Council held on 30 October 2007,
in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing
at 6.00 pm.

403	Minutes
404	Communications
405	Public Questions
406	Councillors' Questions
407	Committee and Board Minutes
408	Minutes of the Town Centre Working Group (Public Session)
409	Representation on Behalf of Selby District Council at County Court by Trainee Solicitor
410	Urgent Action
411	Sealing of Documents
412	Private Session
413	Pendant Glass – Restrictive Covenant and Leasehold Enfranchisement
414	Tesco/Dransfield/Town Centre
415	Question from with Regard to Minute 384 – Footpath at Sherburn
416	Minutes of the Town Centre Working Group (Private Session)

Present: Councillor Mrs J Dyson (Chairman) in the Chair

Councillors: Mrs E Casling, I Chilvers, M Crane, Mrs D Davies, J Deans, Mrs S Duckett, K Ellis, D Fagan, Mrs M Hulme, W Inness, C Lunn, D N Mackay, Mrs P Mackay, B Marshall, W N Martin, J McCartney, Mrs M McCartney, Mrs K McSherry, Mrs C Mackman, J Mackman, C Metcalfe, Mrs E Metcalfe, Mrs W Nichols, I Nutt, R Packham, A Pound, Mrs S Ryder, R Sayner, Mrs A Spetch, R H Sweeting and A Thurlow.

Officials: Chief Executive, Mr S Martin - Strategic Director, Head of Service – Finance and Central Services, Head of Service – Human Resources, Head of Service – Policy and Performance, Head of Service – Planning and Economic Development, Head of Service – Housing, Democratic Services Officer, Committee Administrator.

Observers: 0

The Reverend G Wardell offered opening prayers.

Public: 1

Press: 0

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401 **Apologies for Absence**

Apologies were received from Councillor C Pearson, M Jordan, S Shaw-Wright and Mrs D White.

402 **Disclosure of Interest**

The following councillors declared a personal interest in minute 404(a) – Letter from Selby District AVS:

- I Nutt – as a representative of Selby District Council (SDC) on Groundwork Selby
- J Mackman – as a director of Groundwork Wakefield who has a service level agreement with Groundwork Selby
- Mrs M Hulme – as a representative of North Yorkshire County Council (NYCC) on AVS
- B Marshall – as a trustee of AVS
- Mrs A Spetch – as a representative of SDC on AVS
- C Metcalfe - as a director of Groundwork Selby
- Mrs W Nichols - as a representative of SDC on Groundwork Selby

403 **Minutes**

The Chief Executive informed councillors that he had received a reply from Sir Michael Bishop, Chairman of BMI, with regard to the Leeds/Bradford – London Heathrow Service (see minute 255(b) of the minutes of Council held on 4 September 2007), and that he would report further on this matter under communications at minute 404(d).

Councillor J Mackman requested an amendment to minute 185 of the Overview and Scrutiny Committee minutes (as found in the minutes of the meeting of Council at minute 258) to read:

“Minute 185 Derelict Properties – Councillor J Mackman informed councillors that any requests for Section 215 Notices should be passed to the Planning Enforcement Section for investigation”.

Resolved:

That the minutes of the meeting of Council held on 4 September 2007 be confirmed as a correct record, subject to the amendment above, and be signed by the Chairman.

Communications

(a) Letter – Selby District AVS

The Chief Executive informed councillors that he had received a letter from Selby District AVS with regard to a possible merger between Selby District AVS and Groundwork Selby. This would include the transfer of Community House from AVS ownership into the new organisation.

The Council had been asked to give their approval to the potential merger as they had previously made a significant contribution to the funding of Community House.

Resolved:

That approval for the proposed merger be given, subject to the necessary legal documentation being in place to ensure the transfer of Community House to the newly formed organisation.

Councillor J Mackman abstained from the vote.

(b) Letter – Selby Traffic Model

The Chief Executive informed councillors that he had received a letter from Mr D Bowe, Assistant Director of Highways and Transportation at NYCC with regard to the proposed Selby Traffic Model. The letter requested an increase in the contribution to be made by Selby from £20,000 to £30,000.

Resolved:

That Selby District Council contribute a sum of £30,000 towards the cost of the Selby Traffic Model.

(c) Email – Canalfest

The Chief Executive informed councillors that he had received an email from Councillor B Percival thanking the staff and management of Abbey Leisure Centre, in particular the younger staff, whose commitment and delivery had been exemplary with regard to the recent Selby Canalfest.

Resolved:

That the staff and management of Abbey Leisure Centre be thanked for their commitment to and delivery of the recent Selby Canalfest.

(d) Letter – BMI

The Chief Executive informed councillors that he had received a reply from Sir Michael Bishop, Chairman of BMI, with regard to concerns Council had raised over proposals to reduce the frequency of flights between Leeds/Bradford and London Heathrow Service (see minute 255(b) of the minutes of Council held on 4 September 2007).

Sir Michael Bishop noted in his letter that he was “cautiously optimistic” that it would be possible to safeguard the service’s future, provided that the cost base of the service could be reduced and a greater level of support locally be forthcoming.

The Chief Executive advised councillors that he would keep them informed of developments.

405 **Public Questions**

None received.

406 **Councillors’ Questions**

None received.

407 **Committee and Board Minutes**

Economy Board 11 September 2007

The Chair of Economy Board requested an amendment to the resolution at minute 285 to read:

“That the contents of the report be endorsed; and that the reduction in the Economic Development, Housing Benefit and Local Taxation budget of £13,480 be approved.”

Councillor J McCartney requested that further details of the costings of the Employment Land Study (at minute 288) be provided to all councillors.

The Chair of Economy Board stated that a written response on this matter would be provided to councillors.

Resolved:

That the minutes, subject to the amendment above, be noted.

Social Board 18 September 2007

Resolved:

That the minutes be noted.

Planning Committee 19 September 2007

Resolved:

That the minutes be noted.

Planning Committee 17 October 2007

Councillors raised questions on matters arising at the meeting of Planning Committee on 17 October. The Leader raised a point of order under section 5.24(l) of the Council's Constitution in that these questions were not relevant to the approval of the minutes. The Chairman ruled in favour of the Leader.

Resolved:

That the minutes be noted.

Overview and Scrutiny Committee 27 September 2007

Councillors considered the recommendation at minute 342, which dealt with a draft review of parish plans within Selby District. The draft review contained a number of recommendations which were discussed by councillors.

Resolved that:

- i) The matter be deferred to the meeting of Council on 11 December 2007**
- ii) Questions and comments from councillors pertaining to the parish plan recommendations in the draft review be forwarded to the Chair of the Overview and Scrutiny Committee, for consideration by the Chair prior to the December meeting of Council on 11 December; and**
- iii) The minutes be noted.**

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Extraordinary Overview and Scrutiny Committee 4 October 2007

Resolved:

That the minutes be noted.

Environment Board 11 October 2007

Councillor Mrs W Nichols asked for further information with regard to the 4,000 properties in the Selby District, which were currently not included in garden green collection service.

The Chair of Environment Board stated that a written response on this matter would be provided to councillors.

Resolved:

That the minutes be noted.

Extraordinary Policy and Resources Committee 25 September 2007

The Chair of Policy and Resources Committee informed councillors that there would be a Renaissance Workshop prior to Council on 11 December 2007 at 4:00pm in the Civic Suite to which all councillors were cordially invited.

Resolved:

That the minutes be noted.

Policy and Resources Committee 9 October 2007

Councillor B Percival requested an amendment to the recommendation at minute 381 – Council-owned Industrial Units Update (referral from Economy Board 11 September 2007) so that it read:

“That the Asset Management Review Task and Finish Group be reconvened and parties nominate substitutes for councillors no longer at the Council.”

The Chairman granted a request by Councillor R Packham that he raise a question with regard to minute 384 – Footpath at Sherburn in the private session of this meeting.

Resolved that:

- i) The minutes be noted; and**
- ii) The recommendation in the following minute be approved, subject to the amendment above:**
 - a. Minute 381 – Council-owned Industrial Units Update.**

Licensing Committee 10 September 2007

Resolved that:

- i) The minutes be noted; and**
- ii) The recommendation at minute 276 be approved.**

Licensing Committee 8 October 2007

Resolved that:

The minutes be noted.

Standards Committee 24 September 2007

Resolved that:

The minutes be noted.

408

Minutes of the Town Centre Working Group (TCWG)(Public Session)

Councillors were informed that the recommendation at item 3 of the minutes of the meeting of the TCWG, held on 2 October 2007, would be dealt with under agenda item 15 – Tesco/Dransfield/Town Centre (see minute 416).

The Leader proposed that, with regard to the two options outlined within the recommendations at item 4 of the TCWG minutes, option (a) be approved by Council.

A decision was taken by the Chairman to continue the discussion in the private session of the meeting.

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Resolved:

That the minutes of the meeting of the Town Centre Working Group held on 2 October 2007 be noted.

409 **Representation on Behalf of Selby District Council at County Court by Trainee Solicitor**

The Solicitor requested councillors to authorise the Trainee Solicitor to appear on behalf of Selby District Council at County Court.

Resolved:

That the Trainee Solicitor be authorised under section 60 of the County Courts Act 1984 to prosecute or defend on behalf of Selby District Council in legal proceedings before the County Court.

410 **Urgent Action**

None taken.

411 **Sealing of Documents**

To authorise the sealing of any documents necessary to action decisions of this Council Meeting, or any of its Committees and Boards for which delegated authority is not already in existence.

Resolved:

That authority be granted for the signing of, or the Common Seal of the Council being affixed to, any documents necessary to give effect to any resolutions hereby approved.

412 **PRIVATE SESSION**

Resolved:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be a disclosure of exempt information as defined in paragraph 3 of Section 12(A) of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

413

Pendant Glass – Restrictive Covenant and Leasehold Enfranchisement

The Chief Executive informed councillors that due to sudden illness, there was no legal representative at the meeting of Council and requested that councillors consider deferring agenda items 13 (Pendant Glass – Restrictive Covenant) and 14 (Leasehold Enfranchisement).

Pendant Glass

Resolved:

That delegated powers be given to the Town Centre Working Group to facilitate a quicker response to this issue.

Leasehold Enfranchisement

Resolved:

That this item be deferred to the meeting of Council to be held on 11 December 2007.

414

Tesco/Dransfield/Town Centre

Councillors were informed of the current situation with regard to the proposals over Tesco and the Civic Centre site.

Resolved that:

Tesco

- i) The revised proposals relating to the current agreement with Tesco and the proposals in respect of the Civic Centre Site, as outlined in the officer's report be approved; and**
- ii) Officers be authorised to conclude the necessary agreements to give effect to those proposals.**

Dransfield/Town Centre

That councillors resolve, pursuant to the powers set out in Section 226(1) (a) of the Town and County Planning Act 1990:

- i) To acquire compulsorily land required to facilitate the carrying out of development for which planning permission was given under reference 8/19/1571B in that such development is likely to contribute to the promotion or**

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improvement of the economic well being of the district

- ii) That officers be authorised to undertake the necessary preparatory work leading up to the making of an Order
- iii) That, subject to Dransfield Properties agreeing to meet Hammond's and the Council's legal costs, Hammonds be instructed to negotiate on behalf of the Council, with Dransfield Properties, an Indemnity Agreement
- iv) That the Council receive an undertaking from Dransfield Properties' Solicitors that their client will meet the Council's legal costs in negotiating and preparing the Indemnity Agreement, whether the agreement goes to completion or not
- v) That, when concluded, the Indemnity Agreement be signed by the Chief Executive on behalf of the Council; and
- vi) That authorising officers, in consultation with the Town Centre Working Group, progress the CPO, once the Indemnity Agreement is in place.

415

Question from with Regard to Minute 384 – Footpath at Sherburn

Councillor R Packham put a question to Council with regard to alternative provisions over the footpath at Sherburn.

416

Minutes of the Town Centre Working Group (Private Session)

Councillors discussed the recommendations at item 4 of the minutes of the meeting of the Town Centre Working Group held on 2 October 2007.

Resolved that:

- i) Negotiations between the District Valuer and Dransfield, in relation to Dransfield's proposal for the acquisition of Council-owned land be continued and that, if applicable, a further report be presented to Council in January 2008.
- ii) In relation to the terms of the relocation and operation of the telecommunications mast, negotiations take place with Dransfield Properties on the basis of the District Valuer's report.

The meeting closed at 7:50pm.

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Selby District Council

Minutes of the proceedings of a meeting of the Economy Board held on 6 November 2007, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

428	Minutes
429	Chair's Address to the Economy Board
430	Economy Board 2007/08 Performance Indicator Report: April 2007 – September 2007
431	Budget Management to 30 September 2007
432	Enriching Lives and Benefit take-up
433	Sub-Regional Investment Plan (SRIP)
434	Update on Leeds City Region (LCR)
435	Private Session
436	Selby District Urban Renaissance Programme – Conservation Partnership Scheme

Present: Councillor C Lunn in the Chair

Councillors: J Deans, K Ellis, D Fagan, Mrs C Goodall, Mrs P Mackay, Mrs E Metcalfe (for R Sayner), N Martin, I Nutt, J Thurlow.

Officials: Head of Service – Finance and Central Services, Principal Economic Development Officer, Benefits Manager, Renaissance Manager, Head of Development Service – North Yorkshire County Council and Committee Administrator.

Observers: Mrs A Spetch

Public: 0

Press: 0

426 **Apologies for Absence and Substitution**

Apologies were received from Councillors R Sayner and R Sweeting

Substitute Councillors was Mrs E Metcalfe (for R Sayner)

427 **Disclosure of Interest**

None received

428 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Economy Board held on 11 September 2007 be confirmed as a correct record and be signed by the Chair.

429 **Chair's Address to the Economy Board**

The Chair gave his address to councillors which covered the following issues:

- Tate and Lyle - Update
- Access 63 – Construction of 5 units
- Rigid Group – Investment from Head Office with prospects of more employment
- Leader Bid and the map of the proposed Leader Area for Selby South
- Nominations for the Yorkshire Press Awards

430 **Economy Board 2007/2008 Performance Indicator Report: April 2007 – September 2007**

The Head of Service – Finance and Central Services presented a report which updated councillors on the progress which had been made in 2007/2008 for the corporate and statutory Best Value Performance Indicators (BVPIs) for which they were responsible.

Resolved:

That the report be noted and future actions and priorities be established to recognise achievement and address the areas of weakness highlighted.

431 **Budget Management to 30 September 2007**

The Head of Service – Finance and Central Services presented a report which gave details of major variations between budgeted and actual expenditure for the Board for the 2007/08 financial year to 30 September 2007.

Following a question from councillors, The Head of Service – Finance and Central Services explained that the non-domestic business rate was set by Central Government but Selby District Council did have provision to

provide rate relief from the budget.

Resolved:

That the report be noted.

432

Enriching Lives and Benefit take-up

The Benefits Manager presented a report that updated councillors on the work of the Housing Benefits section with regard to promoting awareness, take-up of housing benefits and other complementary services.

Resolved:

That the report be noted.

433

Sub-Regional Investment Plan (SRIP)

The Principal Economic Development Officer updated councillors on the current position in respect to the production of the Sub-Regional Investment Plan (SRIP).

The Principal Economic Development Officer detailed the District priorities including Olympia Park, Burn Airfield and Gascoigne Wood which was still subject to judicial review.

Resolved that:

- **the report be noted and;**
- **Councillors support the development of the issue specification paper as attached to the officer's report.**

434

Update on Leeds City Region (LCR)

The Principal Economic Development Officer informed councillors that a Leeds City Region Development Plan had been produced and that a bid for contribution to the Leeds City Region Secretariat had been submitted. The report highlighted the key achievements over the past 18 months.

The Principal Economic Development Officer confirmed Selby District Council had not financially contributed to the Leeds City Council Secretariat as Leeds City Council had provided the majority of the cost but it was felt that the wider partnership should start to contribute. It was expected that Selby District Council would contribute 1.4% of the total budget

Resolved that:

- **the report be noted and;**
- **the submission of a budget bid for a contribution to Leeds City Region secretariat be noted.**

435

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

436

Selby District Urban Renaissance Programme – Conservation Partnership Scheme

The Renaissance Officer presented a report to councillors concerning an Area Partnership Scheme with English Heritage. The scheme aimed to improve the fabric of heritage buildings within Selby Conservation Area.

Grants from English Heritage required matched funding from Selby District Council. Funding was expected to be between £30,000 and £50,000 with Selby District Council funding £10,000 each year for the next 3 years.

The Renaissance Officer informed councillors that since the report had been written, English Heritage had suggested that the funding start a year earlier than proposed in 2008/09, which fitted better into the Renaissance programme and the £10,000 contribution could be met from current budgets, a bid for 2009/10 and 2010/11 was to be submitted.

It was explained that the financial implications were for consideration in principle at this stage and that the report only sought agreement from the Board to enable the preliminary application for funding to go ahead.

It was agreed that the recommendations in the report be amended.

Resolved that:

- **the report be noted and;**
- **Councillors support Officers in submitting a preliminary application.**

Recommendation to Policy and Resources Committee:

That Policy and Resources consider the financial implications contained at paragraphs 5.1 –5.2 of the officer’s report with the amended timescale as suggested at the meeting.

The meeting closed at 5.34pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on Thursday 8 November 2007, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

439	Minutes
440	Chair's Address to the Environment Board
441	Budget Management to 30 September 2007
442	Environment Board 2007/2008 Performance Indicator Report: April 2007 – September 2007
443	Draft Climate Change Strategy and Action Plan
444	Private Session
445	Future Waste Options Appraisal

Present: Councillor C Metcalfe in the Chair

Councillors: Mrs E Casling, Ms M Davis, Mrs G Ivey (*for Mrs P Mackay*), M Jordan, Mrs C Mackman, I Nutt, R Packham, C Pearson, A Pound and J Thurlow.

Officials: Mr S Martin – Strategic Director, Head of Service – Environmental Health and Leisure, Head of Service – Finance and Central Services, Principal Environmental Health Officer (Environmental Protection and Private Housing), Principal Environmental Services Officer and Democratic Services Officer.

Public: 0

Press: 0

437 **Apologies for Absence and Substitution**

Apologies were received from Councillor Mrs P Mackay.

Substitute councillor was Mrs G Ivey (*for Mrs P Mackay*).

438 **Disclosure of Interest**

None received.

439 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Environment Board held on 11 October 2007 be confirmed as a correct record and be signed by the Chair.

Environment Board
8 November 2007

440 **Chair's Address to the Environment Board**

The Chair informed councillors of the following issues:

- Plastic bring banks - the network of plastic bring sites across the District had been extended to a further five sites and the number of banks available had increased from 33 to 43
- Waste Partnership Meeting – a consultant's report on reasons for the higher levels of arisings in North Yorkshire had been discussed

441 **Budget Management to 30 September 2007**

The Head of Service – Environmental Health and Leisure submitted a report giving details of major variations between budgeted and actual expenditure for the Board for the 2007/08 financial year to 30 September 2007.

Reasons for major variances on schemes were set out in the report.

Resolved:

That the report be noted and the action taken by officers be endorsed.

442 **Environment Board 2007/2008 Performance Indicator Report: April 2007 – September 2007**

The Head of Service – Environmental Health and Leisure updated councillors on the progress being made in 2007/08 on the corporate and statutory best value performance indicators for which the Board was responsible.

Councillors raised issues and questions on a number of the performance indicators, in particular BV199a and BV84(a) and (b).

Resolved:

That the report be noted and future actions and priorities be established to recognise achievement and address the areas of weakness highlighted.

443

Draft Climate Change Strategy and Action Plan

The Principal Environmental Health Officer (Environmental Protection and Private Housing) updated councillors on the Draft Climate Change Strategy and Action Plan for Selby District.

Councillors were informed that if they gave approval to the strategy, a three month consultation period would commence with a view to the strategy being published in April 2008.

On behalf of the Environment Board, the Chair thanked Mr Simon Parkinson and all the staff involved for their hard work on the strategy.

Resolved:

That the Draft Climate Change Strategy and Action Plan be approved for consultation.

444

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be disclosure of exempt information as defined in paragraph 3 of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

445

Future Waste Options Appraisal

The Principal Environmental Services Officer informed councillors of the future options for the waste and recycling service and presented an appraisal of the main options, to enable decisions to be made on the future of the waste and recycling service to guide the development of the new contract.

The Council's current waste, recycling and street cleansing contract with Veolia would expire at the end of September 2009. The design of the new contract would begin in February 2008 and decisions were now needed on how the waste and recycling service would be delivered to the residents of Selby under the terms of the new contract.

There were a range of options on how the Council could collect waste; from continuing with a weekly refuse collection service alongside the twin box recycling scheme, to a number of options to collect refuse on alternate weeks with the current recycling scheme or alongside a co-

mingled collection of recyclates.

The service needed to respond to the challenges of climate change, high recycling targets, increasing costs and the options appraisal as part of the report demonstrated that an alternative bin collection would provide the greatest benefit of all the issues.

The Chair informed councillors he was keen to establish a cross-party project working group to examine the specifications of the new contract, together with its implementation and how to engage the public.

Councillor R Packham stated that he had a number of questions that he wished to submit in writing. The Chair requested that these be submitted to the Principal Environmental Services Officer who would provide a response.

The recommendations, as amended at the meeting, were moved and seconded.

Councillor R Packham then moved an amendment that a decision in respect of recommendation (iii) below be deferred pending further discussion. On being seconded, this was put to the vote but defeated.

Recommendation to Policy and Resources Committee that:

- (i) The Council implement an alternate bin collection scheme, either with the current twin box recycling scheme or with co-mingled collections**
- (ii) The decision on the exact nature of how recyclates were collected be deferred until the Council had more detailed information from North Yorkshire County Council about the specification and flexibility of the Materials Recycling Facility; and**
- (iii) The Prospect Way Depot be retained by the Council and be included in the new contract and that the vehicle maintenance depot at Barlby be declared surplus.**

Councillors R Packham and J Thurlow abstained from the vote.

The meeting closed at 5:35pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Social Board held on 13 November 2007 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

448	Minutes
449	Chair's Address to the Social Board
450	Performance Indicator Report: April 2007 – September 2007
451	Joint Action Groups (JAGs) – One year on
452	Concessionary Fares – Concessionary Bus Travel Act 2007
453	General Fund – Budget Management to 30 September 2007
454	Housing Revenue Account – Budget Management to 30 September 2007
455	Decent Homes Programme
456	Housing Investment Programme – Budget Management to 30 September 2007
457	Private Session
458	Management of Leisure Services
459	Land adjacent to 48 North Drive, Sherburn

Present: Councillor Mrs G Ivey in the Chair

Councillors: Ms M Davis, K Ellis, Mrs C Goodall, Mrs E Metcalfe, Mrs C Mackman, D Mackay, Mrs M McCartney, Mrs W Nichols, A Pound.

Officials: Jonathan Lund – Strategic Director, Head of Service – Policy and Performance, Head of Service – Finance and Central Services, Head of Service – Housing, Temporary Solicitor, Safer and Stronger Communities Coordinator, Interim Property Services Manager, and Committee Administrator.

Also in Attendance: Mr Furminger – Tenants' Representative

Observers: 0

Public: 0

Press: 0

446 **Apologies for Absence and Substitution**

Apologies were received from Councillor I Chilvers

447 **Disclosures of Interest**

Councillor Davis declared a personal interest as she had learnt her son-in-law was a sub contractor with a Decent Homes subcontractor but she wished to clarify her position with the Head of Service – Legal and Democratic Services.

448 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Social Board held on 18 September 2007 be confirmed as a correct record and be signed by the Chair.

449 **Chair's Address to the Social Board**

The Chair informed councillors of the additional Social Board meeting that was arranged for the 4 December 2007, starting at 4pm. The extra meeting was to inform councillors of the updated Business Plan.

450 **Performance Indicator Report: April 2007 – September 2007**

The Head of Service – Policy and Performance updated councillors on the priority areas and the performance of the Council using Best Value Performance Indicators for those areas for which the Social Board was responsible.

The Chair requested all councillors be given details of all performance indicators for which the Board was responsible.

A glossary of acronyms would be issued with all future PI reports.

The Head of Service - Finance and Central Services agreed to look at the possibility of reports on rent arrears coming to future Boards to allow councillors assist officers with enquiries concerning arrears and write-offs.

Resolved:

That future actions and priorities be established recognising achievement and address the areas of weakness highlighted.

451 **Joint Action Groups (JAGs)**

The Head of Service – Policy and Performance informed councillors on the progress of the Joint Action Groups (JAGs). JAG successes included reductions in anti-social behaviour in Selby town, Tadcaster and Sherburn.

The JAGs were currently undergoing a review and the City of York Council had adopted the practice in their own area.

Councillor Mackay sought clarification on the repair to the CCTV cameras in Tadcaster. It was thought repairs were scheduled for 25 November and the Licensing Officer was requested to clarify the position to councillors.

It was agreed that the Safer and Stronger Communities Coordinator would collate information received from the consultation exercise regarding 'Neighbour Sweeps'.

Resolved:

That the report be noted.

452

Concessionary Fares – Concessionary Bus Travel Act 2007

The Head of Service – Finance and Central Services informed councillors of the impact of the Concessionary Bus Travel Act which comes into force in April 2008.

It was unclear as to exact costs but those contained in the report were based on best estimates and considered as worst case scenario,

It was confirmed Selby District Council's present travel scheme included train travel but, as the new Act did not cover any other form of transport apart from bus travel, proposals were being investigated concerning adding on services such as train and taxi vouchers.

Resolved:

That the implications of the Concessionary Bus Travel Act 2007 be noted and a net commitment of £227,520 per annum be included within the budget proposals for 2008/09.

453

General Fund – Budget Management to 30 September 2007

The Head of Service – Housing informed councillors of variations between budgeted and actual expenditure and income for the financial year to 30 September 2007.

Resolved:

- (i) That the report be noted; and**
- (ii) Councillors endorsed the actions of officers.**

Recommendation to Policy and Resources Committee that:

Social Board
13 November 2007

- (i) **The £50,000 budget for Private Sector Grant, identified as a Gershon cashable saving in error, be reinstated; and**
- (ii) **The £20,950 supplementary estimate supporting the Concessionary Fares budget be approved.**

454

Housing Revenue Account – Budget Management to 30 September 2007

The Head of Service – Housing informed councillors of variations between budgeted and actual expenditure and income for the Housing Revenue Account for the 2007/08 financial year to 30 September 2007.

The underspend shown for the end of September was expected to decrease, owing to the restructuring of Property Services. Any savings would be ring-fenced and details would be included in the updated business plan.

It was confirmed that the financial assistance provided to East Riding during the recent flooding should be settled shortly.

Resolved:

That the report be noted.

455

Decent Homes Programme

The Chair thanked the Interim Property Manager for the details on the coloured chart which were clear and easy to understand.

The Interim Property Services Manager updated councillors on the delivery of the Decent Homes programme and the monitoring of the progress of the delivery of the works.

He informed councillors that the work in Tadcaster had not been completed to schedule but would be completed by 16 November, owing to the mobilisation period being too short and the Decent Home Standards not initially being met by the contractor.

However, whilst this had been resolved, 'Trailblazer 1' had been deferred until a major works group meeting in December.

The Interim Property Services Manager would report back the actual costs to the Board at the extra ordinary meeting on 4 December.

Following councillors requests, the Interim Property Services Manager would also report back to the board refusal rates and reason from tenants.

It was expected that the other contractor would start work in the new year once the quantity surveyor had checked their costings.

The Head of Service – Housing requested councillors feedback on any issues they were made aware off instantly to help manage the contract and ensure that both contractors were delivering work to the Decent Homes standards.

Resolved:

That the report be noted.

456

Housing Investment Programme – Budget Management to 30 September 2007

The Head of Service – Housing informed councillors of the position of the Council's Housing Investment Programme as at the 30 September 2007.

The Head of Service – Housing agreed to at a future meeting details and breakdowns concerning environmental improvements and the tenant-led schemes.

Resolved:

That the report be noted .

Mr Furminger left the meeting.

457

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972 in view of the nature of the business to be transacted the meeting be not open to the Press and public during discussion of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

458

Management of Leisure Services

Jonathan Lund – Strategic Director informed councillors of further developments concerning the management of leisure services. A procurement process would begin with a pre-qualifying questionnaire to help sift initial partners into a shortlist that would be reported to a working group of the committee for approval. A decision framework to assess preferred bidders would be developed and the working group would make a recommendation to the Board

Nominations for membership to the working group were requested to be sent to the committee administrator.

Resolved:

- i) That after consideration of the options for the future delivery of the leisure service it was agreed that the Council seek an external leisure partner with which to work as it offers the greatest potential for service improvement and cost reduction.**
- ii) That the Board confirmed that the protection of the terms and conditions of employment of the affected staff, including pensions, was fundamental to any future partnership arrangements and that local representation in the ongoing delivery of the service would be required.**
- iii) That the Strategic Director, after consultation with the Chair of the Social Board, be authorised to :-**
 - a) prepare detailed service delivery proposals, to seek expressions of interest from potential partners and to prepare a short list of preferred bidders for future agreement by a working group of the Social Board;**
 - b) appoint any external advisors needed to support the procurement process; and**
 - c) prepare a decision framework which will be used to assess potential bidders.**
- iv) That £54,000 be set aside from the Abbey Leisure Centre Reserve to meet any costs arising from the procurement process.**
- v) That a working group of 3 Councillors , comprising 2 conservative and 1 labour, be appointed to approve the shortlist of preferred bidders and the assessment framework and to make a recommendation to Social Board on the successful bid.**

Land adjacent to 48 North Drive, Sherburn

Instructions from councillors were sought regarding a request for access over council-owned land.

Resolved:

That the board support the Head of Housing in refusing the request for vehicle access in respect of land at 48 North Drive, Sherburn.

The meeting closed at 6.44pm

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 14 November 2007 in Committee Rooms 1 & 2, Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

462	Minutes
463	Chair's Address to the Planning Committee
464	Performance Indicator Report: April 2007 – September 2007
465	Budget Management to 30 September 2007
466	Planning Applications received
467	Tree Preservation Orders - Confirmation
468	Private Session
469	Enforcement Action

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, I Chilvers, Mrs D Davies, J Deans, K Ellis, D Fagan, D Mackay, B Marshall, Mrs E Metcalfe, C Pearson, Mrs S Ryder.

Officials: Head of Service – Legal and Democratic Services, Head of Service – Planning and Economic Development, Principal Planning Officer, Planning Officer, Committee Administrator and Public Speaking Officer.

Also in Attendance: Public Speakers

Public: 12

Press: 0

460 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors W Inness, M Jordan, W N Martin, S Shaw-Wright and R Sweeting.

There were no substitute councillors.

461 **Disclosure of Interest**

Councillor D Fagan declared a personal and prejudicial interest in application 2007/00760/FUL – Stutton Road, Tadcaster.

462

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 17 October 2007 be confirmed as a correct record and be signed by the Chair.

463

Chair's Address to the Planning Committee

The Chair informed councillors of the following issues:

- The second training workshop would be held on Wednesday 21 November starting at 4pm.
- Paragraph 15.4 of the Planning Code of Conduct regarding councillors presence during applications – 'that members are present throughout all the debate on an item. If any member has to leave the committee meeting for any reason, thereby missing any part of the proceedings, he/she should take no further part in the voting arrangements for the item(s) considered during their absence'.
- An organised visit to wind farm(s) would be organised involving committee members and officers.
- The Regional Spatial Strategy (RSS). This would maximise improvements to energy efficiency and increase renewable energy capacity. The plans would be out for public consultation until December 2007 and would cover 2008 through to 2026. The Chair would circulate his report on the RSS to all councillors, and further information could be found on the RSS website.

464

Performance Indicator Report: April 2007 – September 2007

The Head of Service - Planning and Economic Development updated councillors on the priority areas and the performance of the Council using Best Value Performance Indicators for those areas for which the Planning Committee was responsible.

Resolved:

That the report be noted.

Budget Management to 30 September 2007

The Head of Service – Planning and Economic Development presented councillors with a report detailing the major variations between budgeted and actual expenditure and income for the financial year 2006/07.

The Chair informed councillors that it would be necessary to request a draw down from the Planning Inquiry Reserve to cover the costs of the forthcoming Selby Coalfield appeals.

Resolved:

Councillors endorse the actions of officers and note the contents of the report.

Recommendation to Policy and Resources Committee:

That a draw down of £3,650 from the Planning Inquiry Reserve to fund the shortfall in the budget for Selby Coalfield appeals be approved.

Planning Applications Received

Consideration was given to the schedule of planning applications submitted by the Head of Service – Planning and Economic Development.

Resolved:

That the applications set out in the agenda be dealt with as follows:

- 1 **Application: 2007/0760/FUL**
Location: 30 Stutton Road, Tadcaster
Proposal: Resubmission of a previously withdrawn application for the proposed erection of 4No dwellings with garage following the demolition of the existing dwelling.

Having declared a personal and prejudicial interest in this application, Councillor Fagan left the chamber and took no part in the discussion or voting on this item.

Officer Update

The Planning Officer informed councillors that this was a resubmission of a previously withdrawn application. Outline planning permission for the erection of one dwelling on land adjacent was approved in 2004. There were several amendments to the report.

Highways Agency recommended refusal of the application as it was their policy to do so but they had no specific information relating to highway or traffic safety problems. Condition 9 in the report required deleting as this was a duplicate of Condition 8 and an informative should have been added regarding breeding birds.

A bat survey showed no bats but the ponds in the garden could contain crested newts and an objection had been raised as to whether the survey had been carried out correctly. Natural England had provided no objections.

Mrs J Hubbard - Agent for the Applicant

Mrs Hubbard informed councillors of the following issues:

- *The newt survey was carried out by an experienced surveyor*
- *Residential area not a through road*
- *Highways Agency had not suggested the application was unsafe*

Resolved:

That the application be refused.

The reasons given for refusal were:

- **Highways safety**
- **Contrary to policies H6 and T2**
- **Inappropriate development**

2 Application: 2007/1134/FUL

Location: 3 Chestnut Drive, Hemingbrough

Proposed: Erection of one storey detached with new access

Officer Update

The Planning Officer informed councillors that the conclusions on page 50 of the report should read ' would be acceptable in terms of policies H2A, H2B, H6 etc'.

If councillors were mindful to grant the application, a condition would also be required relating to construction working hours.

Two further letters of objection had been received since the report had been written.

Councillor D Fagan returned to the chamber.

Mrs Cook – Objector

Mrs Cook informed councillors she objected to the application for the following reasons:

- *Overlooking*
- *Loss of privacy*
- *Turning point*
- *Spoil the ambiance of the cul-de-sac*

Resolved:

That the application be granted, subject to the conditions set out in the officer's report, and to an appropriate additional condition, to be agreed by officers, which dealt with the construction working hours.

- 3 **Application: 2007/0805/FUL**
Location: Croysdale Farm, Moor Lee Lane, Eggborough
Proposal: Erection of a cattery with associated car parking facilities

Officer Update

The Principal Planning Officer informed councillors that the application was for the erection of a building and structure for use as a cattery with associated car parking.

Mr Mitchell – Objector

Mr Mitchell informed councillors that he objected to the application for the following reasons:

- *Out of character*
- *Would be an eyesore – visible structure*
- *Increase of traffic*
- *Security issues*

Resolved:

That the application be refused for the reasons set out in the officer's report.

- 4 **Application: 2007/0752/FUL**
Location: Fletton House, The Square, Hillam
Proposed: Resubmission of a previously withdrawn application for the erection of a bungalow to serve as an annexe to Fletton House following the demolition of garage/store

Officer Update

The Principal Planning Officer informed councillors that objection letters received included one from 'Hillam Historians' and if councillors were mindful to grant the application, a condition would be included to ensure that the annex be used by family members only.

Clarification was sought regarding the conservation area and what parts, if any, of the site were in the conservation area. It was also confirmed that the removal of the telephone box would only be with consent from BT and was not part of this planning application.

The Head of Service – Planning and Economic Development agreed to ensure that the conservation boundaries were identical to those in the adopted Local Plans, as these may have changed since the application was submitted and the Local Plans adopted.

Councillors queried the need for an external access door onto the street if the proposed building was an annex to the main building.

Councillor Mrs Wright – Parish Council

Councillor Mrs Wright informed councillors that she objected to the application for the following reasons:

- *Received many objections*
- *Conservation area*
- *Very crowded site*
- *Historical part of village*
- *If it was an annex, why would it require external door*
- *Heart of the village*

Resolved:

That the application be refused.

The reasons given for refusal were:

- **Detract from street scene**
- **Character and form impact on Conservation Area**
- **Design detrimental to the village**

5 Application: 2007/0800/FUL

Location: Land South of Scalm Park, Wistow, Selby

Proposal: Proposed erection of a single pole anemometer mast 80m high, secured by 24 No cables coming out to a maximum 50m radius, for an 18 month period.

The Principal Planning Officer confirmed that Wistow Parish Council was the only Parish Council that had responded. An update had been received from the local Aero club objecting to the application. Clarification was given as to which statutory authorities should be consulted, principally the Civil Aviation Authority and their views were reflected in the recommended informative.

Mrs Hooper – Agent for the Applicant

Mrs Hooper informed councillors of the following issues:

- *Details given as to what the developer required for assessment as to the suitability of the site*
- *Wind speeds varied considerably at sites*
- *Pole could be erected in one day*
- *Data downloaded remotely*
- *Mast removed from site after process and site returned to original state*
- *Would need another application for wind turbines if site suitable*

Clarification was sort as to the height and lighting of the mast, which did not seem to be an issue.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report, and to an appropriate additional condition, to be agreed by officers, which dealt with the lighting of the mast at night.

Planning Committee
14 November 2007

- 6 **Application: 2007/0929/FUL**
Location: Land off Royds Road, West Haddlesey
Proposed: Proposed erection of a pole anemometer mast, 80m high secured by 24No cables coming to a maximum radius of 50m for a temporary period of 18 months

Officer Update

The Principal Planning Officer informed councillors that this application was the same in principle to the previous application. Sherburn Aero Club had no objections but Burn Aero Club raised the same objections as previously.

Mr Snowden – Parish Council

Mr Snowden informed councillors he objected to the application for the following reasons:

- *The area was not a windy site*
- *Backyard development*
- *Ground swell of resentment*
- *Siting of too many anemometer masts*
- *RSS removed targets*
- *Selby area less sensitive to wind farms*
- *Not in keeping with regeneration of Selby*

Mrs Hooper – Agent, did not speak as her points were the same as those in the previous application.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

- 8 **Application: 2007/1099/FUL**
Location: Steeton Thatch Cottage, York Road, Steeton, Tadcaster
Proposal: Resubmission of previously withdrawn application for extension to existing garage.

Officer Update

The Planning Officer informed councillors of some inaccuracies in the Report.

A letter from Cunnane Town Planning was submitted to councillors which detailed Samuel Smith Old Brewery objections to the application. These included:

- Misapplication of policies
- History of previous applications
- Over-development
- Harmful and inappropriate development
- Contrary to policy H14

Councillor J Deans left the meeting.

Resolved:

That the application be refused.

The reasons given for refusal were:

- **Cumulative impact**
- **Contravention of policy H14**

- 9 **Application: 2007/1002/TPO**
Location: 24 Park Avenue, Barlow
Proposed: Application for consent to fell tree within TPO 11/1985 in the front garden

Officer Update

The Principal Planning Officer had no further information to add to the report.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

467

Tree Preservation Orders – Confirmation

Resolved:

That the Tree Preservation Order be confirmed as unopposed.

468

Private Session

Resolved:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

469

Enforcement Action

The Principal Planning Officer informed councillors of the issues regarding the request for possible enforcement action.

Resolved:

That authority be granted to take enforcement action against the breach of listed building control by the service of a Listed Building Enforcement Notice and subject to the amendments agreed:

- **No action to be taken against the removal of the chimney breast**
- **Removal of the ceilings if negotiations breakdown**
- **Time period for compliance to be amended to 4 months.**

The meeting closed at 7.40 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on 22 November 2007, in Committee Rooms 1 and 2, The Civic Centre, Portholme Road, Selby, commencing at 5:00 pm.

472	Minutes
473	Chair's Address to the Overview and Scrutiny Committee and Work Programme
474	Visit from Chief Constable, Mr G Maxwell, North Yorkshire Police
475	Service Plan 2007/08 – 2009/10 eGovernment and Computer Services Service Plan
476	The State of the Area Address Consultation 2007 Report
477	Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2007 – September 2007
478	Questions to the Chief Executive

Present: Councillor J McCartney in the Chair

Councillors: J Cattanach, Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, W Inness, B Marshall, Mrs K McSherry, Mrs S Ryder, Mrs A Spetch and Mrs D White.

Officials: S Martin, Strategic Director, Head of Service – Legal and Democratic Services, Head of Service – Policy and Performance and Committee Administrator

Also in Attendance: Chief Constable – Mr Graham Maxwell, North Yorkshire Police
Inspector Dave Pegg, North Yorkshire Police
eGovernment Manager – Mr Gary Molnár

Observers: 1

Public: 3

Press: 0

470 **Apologies for Absence**

Apologies were received from the Chief Executive.

471 **Disclosure of Interest**

None.

472

Minutes

RESOLVED:

That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on 4 October 2007 be confirmed as a correct record and be signed by the Chair.

473

Chair's Address to the Overview and Scrutiny Committee and Work Programme

The Chair informed councillors he had received the full crime figures the Committee had asked for, for Selby District between 1 April and 21 October 2006 and the same period for 2007. A copy of these figures had been distributed to each councillor.

Public Session

474

Visit from Chief Constable, Mr G Maxwell, North Yorkshire Police who was accompanied by Inspector D Pegg

The Chair introduced the Chief Constable and Inspector to the Committee.

Councillors received a detailed and informative verbal presentation from Chief Constable Graham Maxwell on his 24 years of being in the police force and how his vision for policing in North Yorkshire.

Councillors asked a number of questions which included:

- Traffic safety and speed restrictions in villages
- Neighbourhood policing and CPSOs
- Use of mobile phones whilst driving
- Section 59 Road Traffic Act
- How the police view the JAG meetings
- Anti-social behaviour e.g drunken revellers
- Use of Community Marshalls
- Speed Cameras
- Growth of population
- Knife crime
- I D cards
- Fox hunting

The Chief Constable and Inspector Pegg responded comprehensively to all issues raised and confirmed that if any incident was reported it would be dealt with positively.

Councillors thanked the Chief Constable and Inspector Pegg for their attendance at the meeting.

RESOLVED:

That the Chief Constable and Inspector Pegg be thanked for their attendance.

475

Service Plan 2007/08 – 2009/10 eGovernment and Computer Services Service Plan

The eGovernment Manager introduced the 2007/08 – 2009/10 Service Plan for the eGovernment/Computer Services.

The eGovernment Manager gave councillors a brief overview of the role of the work they carried out and informed them of the following:

- ICT Strategy
- Selby District Website
- New Contact Management System
- Document Image Processing System (DIP)
- Planning Portal
- Data Protection

Councillors asked whether it would be possible to provide information on the numbers/percentages of users of each 'e'-enabled service. Officers agreed to look into this request and report back to a future committee on whether this would be possible.

Resolved:

That the eGovernment Officer be thanked for his attendance and the Service Plan for the eGovernment and Computer Services Unit be noted.

476

The State of the Area Address Consultation 2007 Report

Councillors received the report of the Head of Service – Policy and Performance with the findings of the consultation carried out in connection with the State of the Area Address 2007.

The community were asked whether it agreed with statements that progress had been made on the eight priorities for 2006-07. Most people agreed that the Council had achieved good progress on its recycling and waste management priorities. In respect of other priorities, many felt unable either to agree or disagree and a minority disagreed that progress had been made on some priorities.

The community felt that whilst all six priorities set out in the 'future' section of the State of the Area Address were important, some were of greater importance than others. The following priorities were ranked as the three most important:

- Safer and stronger communities
- Clean green and healthy environment
- Delivering a balanced and sustainable budget

Resolved:

That the Overview and Scrutiny Committee welcomes the results of the State of the Area Address consultation especially the strong support for Selby District Council's recycling and waste management service.

The Committee notes that there is still a strong feeling that communities are not getting safer, which needs to be addressed. It welcomes the public support for the six proposed priorities set out in the address for 2008/09 which it recommends Council to adopt.

477

Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2007 – September 2007

Councillors received the report of the Head of Service – Policy and Performance on priority areas and managing the performance of the Council, which updated the Overview and Scrutiny Committee on the progress that had been made in 2007/2008 on the corporate and statutory Best Value Performance Indicators (BVPIs).

Councillors were pleased to see improvements in the legal services PIs and asked that thanks be passed on to staff in that section for the work on the searches.

Resolved:

That the report be noted.

478

Questions to the Chief Executive

No questions received.

The meeting closed at 7:25 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 27 November 2007, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

481	Minutes
482	Chair's Address to the Policy and Resources Committee
483	Budget Management to 30 September 2007
484	General Fund Revenue Budget 2007/08 to September 2007
485	General Fund Capital Programme to 30 September 2007
486	Bid for funding to purchase mobile CCTV equipment from the Performance Initiative Fund
487	Policy and Resources Committee 2007/2008 Performance Indicator Report: April 2007 – September 2007
488	Management of Work-Related Road Safety Policy
489	Fire, Bomb and Suspicious Packages Policy for the Council's Public Buildings
490	Transformational Government: ICT Strategy 2007 – 2012
491	Council Tax Base and Classification of Expenditure 2008/9
492	Selby District Local Plan: Saved Policies
493	Parish/Town Council Representation
494	Referrals from Other Boards and Committees (Public Session)
495	Private Session
496	Referrals from Other Boards and Committees (Private Session)
497	St Richard's Chapel
498	North Yorkshire Building Control Partnership
499	Asset Management Strategy 2008 – 2011
500	York and North Yorkshire Credit Union Business Case

Present: Councillor M Crane in the Chair

Councillors: Mrs E Casling, Mrs D Davies (for R Packham), Mrs G Ivey, C Lunn, J Mackman, Mrs E Metcalfe (for C Metcalfe), Mrs W Nichols, B Percival and R Sayner

Officials: Chief Executive, Strategic Directors, Head of Service – Legal and Democratic Services, Head of Service – Housing, Head of Service – Finance and Central Services, Principal Environmental Health Officer (Environmental Protection and Private Housing), Principal Environmental Services Officer, Principal Environmental Health Officer (Commercial), Senior Environmental Health Officer, Planning Policy Manager, eGovernment Officer, Democratic Services Officer

Policy and Resources Committee
27 November 2007

479 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors C Metcalfe, R Packham and S Shaw-Wright.

Substitute councillors were Mrs D Davies (for R Packham) and Mrs E Metcalfe (for C Metcalfe).

480 **Disclosures of Interest**

None received.

481 **Minutes**

Resolved:

That the minutes of the proceedings of the extraordinary meeting of the Policy and Resources Committee held on 25 September 2007 and the meeting of the Policy and Resources Committee held on 9 October 2007 be confirmed as correct records and be signed by the Chair.

482 **Chair's Address to the Policy and Resources Committee**

The Chair updated councillors on the current situation with regard to the Local Government Yorkshire and Humber Regional (LGYH) Assembly which was due to cease operation in the next 2 ½ years. The Chair requested that any questions or comments on this issue be sent to him prior to the next meeting of the LGYH on 6 December 2007.

483 **Budget Management to 30 September 2007**

The Head of Service – Finance and Central Services presented councillors with the major variations between budgeted and actual expenditure and income for the Committee for the financial year to 30 September 2007.

Resolved that:

- i) The actions of officers and the contents of the report be noted; and**
- ii) The reduction in the Development Control, Planning Policy, Human Resources, Corporate Telephone Accounts and Computer Services budget of £31,780 for cashable Gershon efficiency savings be approved.**

Policy and Resources Committee
27 November 2007

484

General Fund Revenue Budget 2007/08 to September 2007

The Head of Service – Finance and Central Services updated councillors on the major variations between budgeted and actual expenditure and income for the General Fund for the 2007/08 financial year to 30 September 2007.

Resolved that:

- i) The actions of officers and the contents of the report be noted**
- ii) The transfer of underspends and savings to contingency to fund additional expenditure approved in the year be approved; and**
- iii) The virement of £133,680 from underspends and savings to the capital programme be approved.**

485

General Fund Capital Programme to 30 September 2007

The Head of Service – Finance and Central Services presented councillors with information on the position of the Council's General Fund Capital projects to the end of September 2007.

Councillors raised questions over salary costs in relation to the renaissance projects in Sherburn-in-Elmet and Selby and requested a more detailed breakdown of the figure relating to the cost of works to the drains at Selby Park.

Resolved that:

Subject to a response to the issues raised above:

- i) The position on the General Fund Capital Programme for 2007/08 at 30 September 2007 be noted**
- ii) The actions of officers in monitoring the projects be noted; and**
- iii) The emergency works to the park drainage system be undertaken in 2007/08 and the costs of £13,780 be funded from General Fund revenue budget savings.**

486 **Bid for Funding to Purchase Mobile CCTV Equipment from the Performance Initiative Fund**

The Principal Environmental Health Officer (Environmental Protection and Private Housing) submitted a report requesting that councillors support a bid to the Performance Initiative Fund to purchase mobile CCTV equipment to assist in reducing environmental crime and enforcing public health powers in Selby District.

Resolved:

That a bid of £6,000 to the Performance Initiative Fund to purchase mobile CCTV equipment to assist in the investigation of environmental crime be approved.

487 **Policy and Resources Committee 2007/2008 Performance Indicator Report: April 2007 – September 2007**

Mr S Martin, Strategic Director updated councillors on the progress that had been made in 2007/2008 for the corporate and statutory Best Value Performance Indicators for which the Committee was responsible.

Resolved that:

That the report be noted.

488 **Management of Work-Related Road Safety Policy**

Councillors were asked to consider the Corporate Management of Work-Related Road Safety Policy.

The Policy was necessary to provide a consistent and co-ordinated approach to the management of work-related road safety. As the Policy was the product of consultation with the main stakeholders within the Council, it largely consolidated existing good practice and did not place any further significant demands on teams operating either Council or privately owned vehicles.

Councillors requested that the wording 'daily checks' on page 3 of the policy be amended to read 'regular checks'. Councillors also stated that contractors be requested to carry out these checks on a regular basis.

The Committee thanked staff for their hard work in developing the Management of Work-Related Road Safety Policy.

Recommendation to Council that:

The Corporate Management of Work-Related Road Safety Policy, subject to the amendments above, be approved.

489

Fire, Bomb and Suspicious Packages Policy for the Council's Public Buildings

Councillors were asked to consider the Fire, Bomb and Suspicious Packages Policy for the Council's Public Buildings.

The policy defined and clarified roles and responsibilities, and set suitable management standards for the effective control of hazards from fire, bombs and suspicious packages respectively.

Councillors discussed current safety procedures with regard to committee meetings and other councillor visits to the Civic Centre.

The Committee thanked staff for their hard work in developing the Fire, Bomb and Suspicious Packages Policy.

Recommendation to Council that:

The Fire, Bomb and Suspicious Packages Policy for the Council's Public Buildings be approved.

490

Transformational Government: ICT Strategy 2007 – 2012

The Transformational Government: ICT Strategy 2007-2012 was a key document in setting the direction for the use and development of information and communications technology at Selby District Council. It had been developed in consultation with councillors on the eGovernment Working Group and key staff at the Council.

The Committee thanked Mr G Molnar for his hard work in developing the ICT Strategy 2007-2012.

Recommendation to Council:

That the Transformational Government: ICT Strategy 2007-2012 be approved.

Council Tax Base and Classification of Expenditure 2008/9

The Head of Service – Finance and Central Services provided councillors with details of the proposed Council Tax Base for 2008/9 and also information relating to the classification of expenditure.

Resolved that:

- i) Pursuant to the report and in accordance with the Local Authorities (Council Tax Base) Regulations 1992, as amended by the Local Authorities (Calculation of Council Tax Base)(Amendment)(England) Regulations 2003, the amounts calculated for the District Council's and the parish councils' tax base for 2008/09 as shown in appendices 1 and 2 of the officer's report be approved; and**
- ii) All Council expenditure, including Land Drainage Board precepts be treated as general expenses for the purpose of setting the Council Tax.**

Selby District Local Plan: Saved Policies

Councillors considered the report of the Planning Policy Manager which assessed the suitability of extending individual Selby District Local Plan policies beyond the three year 'saved' period.

Under current legislation, policies in the adopted Selby District Local Plan were automatically 'saved' until 7th February 2008. The Council could apply to the Secretary of State to extend policies which met prescribed criteria beyond that date, otherwise the Local Plan would cease to be the development plan for the area.

The Planning Policy Manager advised councillors that a significant number of current local plan policies were considered suitable to be extended beyond the three year saved period as identified on the schedule attached to the report.

Councillor J Mackman informed the Committee that he felt Policy GB2 should be added to the schedule and saved as it gave more flexibility than Planning Policy Guidance 2 when determining planning applications.

Resolved:

That the policies identified in the schedule attached to the officer's report, together with Policy GB2, be endorsed as the basis for application to the Secretary of State to extend them beyond the three year 'saved' period.

493

Parish/Town Council Representation

The Head of Service – Legal and Democratic Services sought councillors' approval to reduce the number of seats on Tadcaster Town Council.

The Chief Executive, as Returning Officer, had been asked by Tadcaster Town Council for permission to reduce the number of seats on their Council.

The Town Council found they were unable to fill the seats at last May's election and felt it more manageable to remove the seat than to leave it vacant. The proposal would also help correct the current imbalance of voters to seats on the Town Council.

Recommendation to Council:

That the number of seats on Tadcaster Town Council – East Ward be reduced by one from nine seats to eight.

Referrals from Other Boards and Committees (Public Session)Licensing Committee – 5 November 2007Minute 423 – Licensing Policy

Councillors were asked to approve amendments to the Council's Licensing Policy.

Resolved:

That the Licensing Policy prepared under the Authority of the Licensing Act 2003, and reviewed in 2007, be approved.

Social Board – 13 November 2007Minute 453 – General Fund Budget Management to 30 September 2007**Resolved that:**

- i) The £50,000 budget for Private Sector Grant, identified as a Gershon cashable saving in error, be reinstated; and**
- ii) The £20,950 supplementary estimate supporting the Concessionary Fares budget be approved.**

Planning Committee – 14 November 2007Minute 465 – Budget Management to 30 September 2007

Councillors were asked to approve a draw down from the Planning Inquiry Reserve to cover the costs of the forthcoming Selby Coalfield appeals.

Resolved:

That a draw down of £3,650 from the Planning Inquiry Reserve to fund the shortfall in the budget for Selby Coalfield appeals be approved.

495

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

496

Referrals from Other Boards and Committees (Private Session)

Environment Board – 8 November 2007

Minute 445 – Future Waste Options Appraisal

Councillors considered the future options for the waste and recycling service. The Council's current waste, recycling and street cleansing contract with Veolia would expire at the end of September 2009.

There was a range of options on how the Council could collect waste; from continuing with a weekly refuse collection service alongside the twin box recycling scheme, to a number of options to collect refuse on alternate weeks with the current recycling scheme or alongside a co-mingled collection of recyclates.

Recommendation to Council that:

- i) The Council implement an alternate bin collection scheme, either with the current twin box recycling scheme or with co-mingled collections**
- ii) The decision on the exact nature of how recyclates would be collected be deferred until the Council had more detailed information from North Yorkshire County Council about the specification and flexibility of the Materials Recycling Facility; and**
- iii) The Prospect Way Depot be retained by the Council and be included in the new contract and that the vehicle maintenance depot at Barlby be declared surplus.**

Councillors Mrs W Nichols and Mrs D Davies abstained from the vote and requested that this be recorded in the minutes.

Economy Board – 6 November 2007

Minute 436 - Selby District Urban Renaissance Programme –
Conservation Partnership Scheme

Councillors considered the Area Partnership Scheme with English Heritage.

Grants from English Heritage required matched funding from Selby District Council. Funding was expected to be between £30,000 and £50,000 with Selby District Council funding £10,000 each year for the next 3 years.

Resolved that:

- i) A sum of £10,000 be approved as a contribution to the Area Partnership Scheme with English Heritage for the year 2008/09; and**
- ii) A bid for future contributions towards the Area Partnership Scheme with English Heritage for the years 2009/10 and 2010/11 be considered as part of the budget process for those years.**

497

St Richard's Chapel

The Head of Service, Legal & Democratic Services apprised councillors of the District Valuer's valuations of the site of the Chapel.

Resolved that:

- i) The report and the valuations submitted by the District Valuer be noted**
- ii) Officers be instructed to discuss further with Selby United Charities how the site might be developed; and**
- iii) A report be brought back to the next meeting of the Policy & Resources committee with appraisals of the possible options.**

498

North Yorkshire Building Control Partnership

Councillors considered a request to expand the North Yorkshire Building Control Partnership to include Scarborough Borough Council.

Recommendation to Council that:

- i) With effect from 1 April 2008, the North Yorkshire Building Control Partnership enter into formal joint working agreements with Scarborough Borough Council; and**
- ii) The Council approve the arrangements whereby, with effect from 1 April 2008, all Building Control staff from Scarborough Borough Council formally transfer to Ryedale District Council, being the host authority, under the Transfer of Undertakings (Protection of Employment) Regulations 2006.**

499

Asset Management Strategy 2008 – 2011

Mr S Martin, Strategic Director presented councillors with the Asset Management Strategy for 2008 – 2011.

Recommendation to Council that:

The Asset Management Strategy 2008 – 2011 be approved.

500

York and North Yorkshire Credit Union Business Case

Mr S Martin, Strategic Director presented councillors with a proposal to develop a credit union in North Yorkshire and sought endorsement of the York and North Yorkshire Credit Union Business Case.

Recommendation to Council that:

- i) The York and North Yorkshire Credit Union Business Case be received and approved; and**
- ii) A sum of £10,000 be committed over a two year period towards the costs associated with the development phase of the York and North Yorkshire Credit Union.**

The meeting closed at 6:07pm.

Policy and Resources Committee
27 November 2007

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on Monday 5 November 2007, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10:00 am.

419	Minutes
420	Procedure
421	Chair's Address to the Licensing Committee
422	Public Session
423	Change in Legislation regarding Contract Exemption for Private Hire Vehicles
424	Licensing Policy
425	Private Session
426	Application for Hackney Carriage Licence

Present: Councillor R Sayner in the Chair

Councillors: J Deans (*for C Pearson*), Mrs S Duckett, B Marshall (*for Mrs D Davies*), J McCartney, Mrs S Ryder, Mrs A Spetch and Mrs D White.

Officials: Wahid Khan, Solicitor, Licensing Enforcement Officer and Committee Administrator

Also in Attendance: Representative for Mr Cookson
Accountant for Mr Cookson

Public: 0
Press: 0

417 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs D Davies, Mrs K McSherry and C Pearson.

Substitute Councillors were J Deans (*for C Pearson*) and B Marshall (*for Mrs D Davies*).

418 **Disclosure of Interest**

None.

419

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 8 October 2007 be confirmed as a correct record and be signed by the Chair.

420

Procedure

The Procedure was noted.

421

Chair's Address to the Licensing Committee

The Chair informed councillors of the following:

- The judging of the "Best Bar None Awards" would take place on Tuesday 6 November 2007 in York. A good response had been received from the bars and pubs in Selby to go forward for the nominations of "Best Bar and Best Pub".

422

Change in Legislation regarding Contract Exemption for Private Hire Vehicles

Councillors received the report of the Licensing Enforcement Officer in respect of the impending amendment to the Local Government (Miscellaneous Provisions) Act 1976, which currently allowed vehicles to be used on contract hire without the vehicle or driver being licensed with the local authority.

The type of vehicles affected by the new legislation would include hospital cars, airport transport services, hotel cars and stretch limousines. At the present time it was not possible to assess the number of vehicles which might need licensing within the district of Selby.

There was currently an exemption for vehicles used solely for weddings and funerals and this would remain the case under the revised legislation.

Resolved:

That the report be noted.

423

Licensing Policy

Councillors received the report of the Licensing Enforcement Officer with regard to the Licensing Policy, which was originally drafted by the Licensing Department in 2004 in accordance with the Licensing Act 2003.

The policy was approved by the Licensing Committee at a meeting held on 29 November 2004 and subsequently adopted by full Council on the 14 December 2004.

The Licensing Act 2003 required the Policy to undergo a review after it had been in force for three years. The review had been carried out and minor amendments implemented.

Councillors would inform the Licensing Enforcement Officer if they felt any further amendments were required before the Council meeting to be held on 11 December 2007.

Recommendation:

That the Licensing Policy prepared under the Authority of the Licensing Act 2003 and reviewed in 2007 be recommended to Council on 11 December 2007.

424

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be disclosure of exempt information as defined in paragraph 3 of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

425

Application for Hackney Carriage Licence

The Licensing Enforcement Officer informed councillors that this item had been deferred from the previous meeting held on 8 October 2007 due to the applicant not submitting his accounts for the previous two years.

The accounts had now been received and councillors were fully aware of the applicant's financial situation.

The Licensing Enforcement Officer outlined the details of the case.

The representative for the driver outlined the reasons for the application.

Councillors considered the application against the Council's guidelines on hardship and resolved not to grant a licence for a vehicle which did not have wheelchair access.

Resolved:

That the application for a hackney carriage licence for a vehicle not accessible to the disabled be refused.

The meeting closed at 11:10 am.

TOWN CENTRE WORKING GROUP
15 November 2007 at 11.00am in Committee Room 3

Present:

Councillor M Crane	
Councillor B Percival	
Councillor I Chilvers	
Councillor D Fagan	
Councillor B Marshall	
S Martin	Strategic Director
J Lund	Strategic Director
M Rice	Head of Service – Legal and Democratic Services
C Baker	Committee Administrator

Councillor M Crane took the chair

1 Apologies for Absence

Apologies were received from Councillor Ms M Davis and the Chief Executive.

2 Minutes

The minutes of the meeting of the Town Centre Working Group held on 2 October 2007 were confirmed as a correct record.

3 Telecommunications Mast

Mr Jonathan Lund, Strategic Director, updated the meeting on Dransfield's proposals for the terms of the lease of the new mast at Prospect Way. It was noted that the District Valuer had endorsed the proposed terms.

Resolved:

To recommend to Council:

That Dransfield's proposed terms for the lease be accepted and supported.

4 Pendant Glass

The Head of Service – Legal and Democratic Services updated the meeting with regard to the negotiations with the District Valuer. It had been agreed at the Council meeting in October 2007 that delegated powers be given to the Town Centre Working Group to consider a quicker response to this issue.

The Head of Service – Legal and Democratic Services clarified that the request was for consent under the covenant for the proposed development and did not seek to remove the covenant. The proposed development would still require full planning consent.

Resolved that:

- **The working group were minded to grant consent under the terms of the covenant**
- **Tesco be asked to comment and their comments considered in reaching a decision**
- **If Tesco had no objections then consent be given; and**
- **If Tesco had objections then the request be considered further by the working group.**

5 Tesco, Dransfield and Use of CPO Powers

The Head of Service – Legal and Democratic Services confirmed he was pursuing the contract with Tesco and the use of CPO powers. The group would be kept informed of progress.

Resolved:

That Council be given an update on the progress of the above.

It was agreed that the timings for future meetings would be:

- **Project Board – commencing at 9.00am**
- **Working Group – commencing at 10.00am**

Meeting closed at 11.45am

Date of next meeting – 3 January 2008

DRAFT

Selby District Council, Overview and Scrutiny

REVIEW OF PARISH PLANS WITHIN SELBY DISTRICT

Parish Plans are a Government-backed initiative, launched in 2002. Funding was made available through the Countryside Agency and Rural Community Councils across the country were instructed to promote and support groups who wished to undertake them. Ten parish plans were produced in the Selby District from that initial funding, with a further 3 being completed last year using a second pot of money. 4 more plans are currently being developed.

With the re-organisation of the Countryside Agency, the funding is now supplied through DEFRA's Rural Social and Community Programme which employs 3 full-time officers (via the Yorkshire Rural Community Council) across North Yorkshire to promote and support the Parish Plan process. Jo Buffey is the officer that covers the Selby District.

Recent literature emphasises the importance of establishing links with the local authority and other agencies which is essential if projects, needs and opinions identified by local communities in their parish plans are to be 'heard' acknowledged and acted upon.

It is recognised nationally that parish plans are potentially a very useful mechanism that local authorities can use to improve community engagement.

The process also supports the recommendations made in the recent Local Government White Paper as regards giving more opportunities to local councils and communities to have input into and influence the policy making process.

There is a misconception in some quarters that Parish Plans are wholly or mainly about 'Planning Matters'. They are much more than

that, covering all aspects of a community's life and wellbeing, from litterbins to village halls, luncheon clubs to web sites.

Advice and support for Parish Plans is currently available from the Yorkshire Rural Community Council. The average cost of producing a plan is £3000. Whilst some funding is available from DEFRA through the YRCC, groups are encouraged to seek match funding from other sources such as the Lottery Awards For All scheme, Selby District Area Committee, CIP's, parish Councils or their own fund-raising efforts.

The development of a Parish Plan enables a community to get involved in their future, to engage in identifying their own priorities and aspirations.

Although usually initiated by Parish Councils – Parish Plans are created by separate Parish Plan Groups within the community. Thirteen Parishes in the Selby District have completed plans with four more currently being undertaken.

Parish Plans can be used to bring about real improvements; Kellington Parish Plan has directly led to the community taking ownership of the rather neglected village hall. Evidence presented in their plan has been used to attract the grant funding needed for the refurbishment of the village hall.

Involvement in the creation of a Parish Plan can be the first time that a person gets involved in a local community project. In many cases that person then continues his/her community activity, to the benefit of local people. This 'community development' aspect of parish planning is particularly relevant in many ways to become involved in their new community.

Recommendations

1. That SDC should encourage the development of Parish Plans in every village/community. Working in partnership with the YRCC, NYCC and Parish Councils, SDC needs to show how useful Parish Plans can help to deliver improved services and facilities for local communities and encourage community cohesion.

2. Even small parishes without Parish Councils should be encouraged to produce their own Parish Plan, it could be that two or three parishes could come together to produce a single plan, which encompasses all the parishes involved.
3. SDC should produce Parish Plan Guidance notes that clarify the Council's position on them as well as highlighting best practice and given practical advice to groups producing the plans.
4. Parish Plans should be organic documents that are regularly reviewed and updated by the Parish Council and other local community groups.
5. That when the majority, of the parishes within a CIP group area have completed their plans, the CIP Group could consider producing a CIP Area Action Plan. These should mainly focus upon cross parish issues such as public/community transport and the delivery of Health Services.
6. That SDC should NOT formally adopt Parish Plans or the CIP Area Plans but that they should be used to inform policy development across all areas of the Council and our partners.
7. That the Policy and Performance unit be responsible for maintaining copies of all Parish Plans and CIP Area Plans.
8. That the Policy and Performance unit should work with the CIP Groups to produce CIP Area Plans, and help to ensure that Parish Plans are monitored and updated by Parish Councils.
9. That the Policy and Performance unit should ensure that, as well as informing the development of policy at SDC, Parish Plans and CIP Area Plans are brought to the attention of relevant partners, NYCC, Police, Community Safety Teams, North Yorkshire and York PCT, Community and Public Transport.
10. All Parish Plans that currently exist need to be revisited to see if they are actually being monitored and used by the Parish Council.

11. That the Overview and Scrutiny Committee will revisit the recommendations of this review every six months to monitor how they are being implemented. Especially how Parish Plans are being used to influence policy by Selby District Council and our Partners.
12. All Parish Plans and CIPs Area Plans should be available on line.
13. Parish Plans and CIP Area Plans should be available at local Libraries.

Please send comments on this draft to Cllr John McCartney before 27th September 2007, c/o Committee Section, Selby District Council, Civic Centre, Portholme Road, Selby YO8 4SD or Email macsatkel@btinternet.com