

MISSION STATEMENT

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

Please ask for: Glenn Shelley
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19 July 2010

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 **27 July 2010** commencing at **6.00 pm**.

Yours sincerely

S Martin
Strategic Director

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 1 June 2010 (pages 5 to 11 attached).

4. Communications

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

Letter from City of York Council regarding A19 road works attached.
(Page 12)

5. Public Questions

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

6. Councillors' Questions

To consider questions, if any, notice of which has been given in accordance with rule 5.21 of the Constitution.

7. Committee and Board Minutes

Planning Committee
26 May 2010

Green

Minutes 15-24
Pages 13-19

Planning Committee
23 June 2010

Minutes 104-116
Pages 20-26

Licensing Committee

Cream

Minutes 40-45

7 June 2010		Pages 27-28
Economy Board 8 June 2010	Pink	Minutes 46-53 Pages 29-32
Environment Board 10 June 2010	Blue	Minutes 54-63 Pages 33-36
Social Board 15 June 2010	Yellow	Minutes 64-76 Pages 37-41
Audit Panel 22 June 2010	White	Minutes 89-103 Pages 42-45
Overview and Scrutiny 17 June 2010	Peach	Minutes 77-88 Pages 46-51
Special Policy and Resources 29 June 2010	Gold	Minutes 115-124 Pages 52-57
Policy and Resources 13 July 2010 – To Follow		Minutes Pages
Special Policy and Resources 27 July 2010 – To Follow		Minutes Pages
Selby Community Project – Internal Project Board 14 May 2010	White	Minutes 1-9 Pages 58-60

8. **The Move Towards an Executive Structure**

Report of the Chief Executive (pages 61 to 64 attached)

9. **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.

10. **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.

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

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Council held on 1 June 2010, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

25	Apologies for Absence
26	Disclosures of Interest
27	Minutes
28	York Hospitals NHS Foundation Trust
29	Standards Committee Annual Report 2009/10
30	Communications
31	Public Questions
32	Councillors' Questions
33	Committee and Board Minutes
34	State of the Area Address
35	The Move Towards an Executive Structure
36	Anticipating Greater Financial Constraint
37	Urgent Action
38	Sealing of Documents

Present: Councillor K Ellis in the Chair

Councillors: I Chilvers, M Crane, Mrs D Davies, J Deans, Mrs S Duckett, Mrs J Dyson, D Fagan, Mrs C Goodall, Mrs M Hulme, W Inness, Mrs G Ivey, M Jordan, C Lunn, D N Mackay, J Mackman, B Marshall, J McCartney, Mrs M McCartney, Mrs K McSherry, C Metcalfe, Mrs W Nichols, I Nutt, C Pearson, B Percival, A Pound, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R H Sweeting, J Thurlow and Mrs D White.

Officials: Chief Executive, Deputy Chief Executive, Strategic Director, Head of Service – Finance, Head of Service – Partnerships and Commissioning, Media and Corporate Communications Manager and Democratic Services Manager.

Also in Attendance Alan Rose, Neville Parkinson and Bob Tomas – York Hospitals Foundation Trust, Hilary Putman – Standards Committee.

Public: 0
Press: 0

Father Christopher Wilton gave opening prayers.

25. **Apologies for Absence**

Apologies for absence were received from Councillors J Cattanach, Mrs M

Davis, Mrs C Mackman, B Marshall, N Martin and Mrs E Metcalfe.

26. **Disclosure of Interest**

None were received.

27. **Minutes**

The Chairman referred to discussions at the annual meeting of Council and sought the Council's view on the starting time of meetings.

The Chairman sought nominations for three additional representatives on outside bodies.

Resolved:

- i) That the minutes of the proceedings of the Annual Council held on May 25 2010, be confirmed as a correct record and be signed by the Chairman.**
- ii) That meetings of Council continue to commence at 6.00pm.**
- iii) That representatives on the three additional outside bodies be appointed as below:**

**North Yorkshire Joint Procurement Committee – Councillor Chilvers.
Leisure Forum – Councillor Ivey.
Environmental Services Contract Partnering Board – Councillor Metcalfe.**

28. **York Hospitals NHS Foundation Trust**

Mr Rose, Chairman of the York Hospitals NHS Foundation Trust, gave a presentation to Council to promote its Hospitals and update councillors on its work.

Resolved:

That the presentation be noted.

29. **Standards Committee Annual Report 2009/10**

Ms Putman, Vice Chairman of the Standards Committee, submitted the Committee's Annual Report for 2009/10.

Ms Putman offered her thanks to Members and Officers for their work on the Standards Committee over the past year. The Monitoring Officer informed the Council that the Standards Committee had intended to offer further training but was awaiting the revised Code of Conduct.

Resolved:

That the report be noted.

30. **Communications**

i) Eden Avenue Footpath

The Chief Executive read out a letter from Councillor Mrs D Davies which sought an update on progress toward the repair of the footpath at Eden Avenue.

The Chief Executive advised that discussions were still on going between the Council and North Yorkshire County Council over ownership of the footpath. The Chief Executive undertook to move the issue forward.

Resolved:

That the letter be noted.

ii) Selby Civic Society

The Chief Executive read out a letter from the Selby Civic Society which raised concerns over the vintage car rally that was planned to take place in the Market Place, Selby.

The Leader of the Council acknowledged the concerns raised and indicated that the Council would seek to identify an alternate venue.

Resolved:

That the letter be noted.

31. **Public Questions**

None received.

32. **Councillors' Questions**

Councillor Mrs Ivey responded to a question from Councillor McCartney with regard to the future of the Westfield Court Centre at Eggborough. Councillor Mrs Ivey referred to a response previously circulated to all councillors. Work was ongoing to look at whether uses of the centre could be extended to make better use of the facilities, or whether existing services would be better provided from another local building. Additional meetings would be held with users and other interested parties to discuss the options, with a further report to Social Board later this year.

Councillor Crane responded to a question from Councillor McCartney with regard to future maintenance of Barlow Common Nature Reserve. Councillor Crane acknowledged the concern raised by Councillor McCartney. He explained that, despite the amalgamation of budgets, the resources available for maintenance had remained approximately the same.

33. **Committee and Board Minutes**

Planning Committee – 31 March 2010

Resolved:

That the minutes be noted.

Planning Committee – 28 April 2010

Resolved:

That the minutes be noted.

Licensing Committee – 12 April 2010

Resolved:

- i) That the minutes be noted.**
- ii) That the recommendation at minute 703 (Application for removal of a consent street) be approved.**

Licensing Committee – 10 May 2010

Resolved:

- i) That the minutes be noted.**
- ii) That the recommendation at minute 760 (Regulation of Lap Dancing and other Sexual Entertainment) be approved.**

Economy Board – 13 April 2010

Resolved:

That the minutes be noted.

Audit Panel – 14 April 2010

Resolved:

That the minutes be noted.

Environment Board – 15 April 2010

Councillor Metcalfe presented the minutes and highlighted the following amendments.

- i) The attendance list for the Committee should include Councillor Sweeting as present and;
- ii) Minute 724, the resolution should read; 'Policy and Resources Committee review the policy in 2011'.

Resolved:

That, subject to the amendments, the minutes be noted.

Social Board – 20 April 2010

Councillor Ivey presented the minutes and highlighted the following amendment.

- i) Minute 733, the resolution should read; The enhanced management of 3 centres, Cunliffe Centre, Selby; Harold Mills House, Sherburn; Rosemary House, Tadcaster, by Selby District Council and the opportunities for statutory or third sector partners to take over the management of a further 3 centres.

Resolved:

- i) That, subject to the amendment, the minutes be noted.**
- ii) That the recommendation at minute 736 (Sub Regional Choice Based Lettings Scheme) be approved.**

Overview and Scrutiny Committee – 13 May 2010

Councillor McCartney presented the minutes and highlighted the following amendment.

- i) Minute 769, paragraph four should read; The question of when SDC were going to introduce the 'scores on the doors' system of rating the health and hygiene of food outlets, which is operating very successfully in large areas of the country was raised. The Chief Executive responded saying that he would find out and report back to the Committee.

Resolved:

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

Policy and Resources Committee – 18 May 2010

Resolved:

- i) That the minutes be noted.**
- ii) That the recommendations at minute 782 (Referrals from Other Boards and Committees – Environment Board) and 784 (Review of Contact Centre Opening Hours) be approved.**

Selby Community Internal Project – Internal Project Board 11 February 2010

Resolved:

That the minutes be noted.

34. **State of the Area Address**

Councillor Crane, Leader of the Council, submitted the State of the Area Address for 2010.

Resolved:

That the State of the Area Address be approved as a consultation document for discussion with the community.

35. **The Move Towards an Executive Structure**

The Chief Executive submitted a report to update the Council on the programme to move to a Leader and Cabinet Executive structure by May 2011.

The report covered progress on the revision of the Constitution, the outcome of the consultation process and arrangements for Councillor training. The report sought approval to establish both a Remuneration Panel and a training programme.

Resolved:

- i) That progress be noted on the potential move to a Leader and Cabinet executive structure by 2011.**
- ii) That authority be given to the Chief Executive to set up an independent Remuneration Panel.**

iii) That the proposed training programme be approved.

36. **Anticipating Greater Financial Constraint**

The Chief Executive submitted a report which provided an update on the current work intended to anticipate reductions in public expenditure.

The Chief Executive informed Council that significant cuts to public expenditure were expected in forthcoming years. Early consideration of efficiency measures was essential and officers were working on a package of measures that would come forward for Council's approval.

Resolved:

- i) That the report be noted.**
- ii) That approval be given to the preparatory work and that greater detail be received from the Chief Executive as the scale of grant cuts becomes clearer.**

37. **Urgent Action**

The Chief Executive reported that he had approved the engagement of consultants to produce a design for the central car park in Tadcaster.

The Chief Executive also reported that he had authorised Council funds to be used for repairs at a closed burial ground in Brotherton. Councillors asked that action be taken to try and reduce the Council's exposure to such costs in the future.

Resolved:

That the action taken by the Chief Executive be approved.

38. **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.

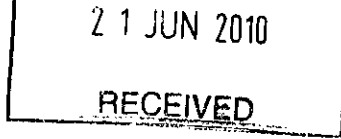
Resolved:

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.

The meeting closed at 8:10 pm.



CITY OF
YORK
CENTRAL SERVICES
COUNCIL



Mr M Connor
Chief Executive
Selby District Council
Civic Centre
Portholme Road
Selby
YO8 4SB

City Strategy
9 St Leonard's Place
YORK
YO1 7ET

Tel: 01904 551368
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highway.regulation@york.gov.uk

Date: 16/6/2010

Dear Mr Connor,

A19 Road Works

I refer to your recent letter to Bill Woolley regarding the above that has been forwarded for my attention.

I am aware the works on the A19 will create delays for drivers, however due to the nature of the works the alternative times and methods of working available were considered liable to create even greater disruption.

The works are aimed at rectifying serious defects to the roads drainage system that were inherited when the road was de-trunked a few years ago and involve excavations in the highway that are considered too deep to work safely in or near during darkness, hence the works have to be carried out during daylight. In order to minimise the duration of the scheme this time of year was chosen in preference to earlier or later in the year when there are fewer daylight hours which would have added many weeks to the schemes duration. Unfortunately because of the excavations it isn't practical to only work outside the peak traffic flow hours.

The length of road under temporary signal control has been reduced from what was initially put forward in order to reduce the amount of lost time when the signals change and so help maintain the flow of traffic.

I am assured that the contactors are monitoring the queue lengths during the peak periods with the aim of minimising unnecessary delays and preventing queues reaching back to the A64.

I will also arrange for some additional monitoring to be carried out to try to determine if there are any additional measures that could practically be taken that will improve traffic flows from both directions.

Yours sincerely,

Alistair Briggs
Traffic Engineer

Director: Bill Woolley

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 26 May 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

15	Apologies for absence and notices of substitution
16	Disclosures of interest
17	Minutes – 28 April 2010
18	Chair's Address to the Planning Committee
19	Planning Application - 2010/0266/HPA Ivy Cottage, Leeds Road, Thorpe Willoughby
20	Planning Application - 2010/0096/FUL Lumby Court, Butt Lane, Lumby
21	Planning Application - 2009/0565/FUL Rear of Fennel Farm, Hall Lane, Church Fenton
22	Planning Application - 2009/0063/FUL Grove Farm, Sweeming Lane, Little Fenton
23	Planning Application - 2010/0153/FUL Corner Farm, South Duffield Road, Osgodby
24	Planning Appeal Decisions – Received between 13 April 2010 and 4 May 2010

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, I Chilvers, J Deans, Mrs C Goodall, W Inness, M Jordan (sub for Mrs E Metcalfe), D Mackay, B Marshall, C Pearson and S Shaw-Wright

Officials: Head of Service – Development Services, Manager of Development Management, Principal Planning Officer, Planning Officer, Solicitor and Overview & Scrutiny Coordinator

Also in Attendance: 3 Public Speakers and Councillor K Ellis

Public: 12

Press: 0

15 Apologies for Absence and Notice of Substitution

Apologies were received from Councillor Mrs E Metcalfe

Substitute Councillors were Cllr M Jordan for Mrs E Metcalfe

16 **Disclosure of Interest**

None were received.

17 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 28 April 2010 be confirmed as a correct record and be signed by the Chair, subject to the following amendment –

Minute 749 should read Councillor Mackay rather than McKay.

18 **Chair's Address to the Planning Committee**

The Chair informed councillors of the following issues:

Staff Update:

Louise Milns joined Selby District Council as a Planning Officer on 15 March 2010 as a replacement for the retired Richard Pollard.

Tony Wallace (Senior Planning Officer) left SDC on 21 May 2010 and recruitment is currently underway with interviews scheduled for June 2010.

Hazel Walsh (Planning Enforcement Officer) is due to go on maternity leave at the end of July and interviews to cover the post until her return will take place in June 2010.

Planning Application Numbers:

Planning application numbers had increased steadily since January 2010, with the period January/April 2009/10 seeing an increase of 15% on the figures for the same period in 2008/09.

Planning Committee Training:

The next Planning committee training session was confirmed as PPS4 Planning for Sustainable Economic Growth, to be held in the committee Rooms at 5pm on Thursday 27 May 2010.

Time of Commencement of Meetings:

The start time of the meetings of the Planning Committee for the 2010/11 municipal year was confirmed as remaining at 4.00pm.

Planning Applications – 26 May 2010:

It was confirmed that two items on the agenda had been withdrawn at the request of the applicants - 2010/0077/HPA 24 The Haven, Selby and 2010/0078/HPA 1 The Haven, Selby.

Planning Applications Received

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

Application: 2010/0266/HPA

Location: Ivy Cottage, Leeds Road, Thorpe Willoughby

Proposal: Erection of 2 single storey rear extensions, two storey rear extension, total refurbishment of the property to include new render, roof and windows and the creation of 2 car parking spaces and turning area.

The Planning Officer presented the report and highlighted salient points for the consideration of the Committee.

The Committee received clarification regarding the issue of access alongside the property at Dam Lane.

Resolved:

That the application be granted subject to the conditions set out in the report.

Application: 2010/0096/FUL

Location: Lumby Court, Butts Lane, Lumby

Proposal: Erection of a detached dwelling following demolition of existing outbuilding.

The Principal Planning Officer requested that the application be deferred for 2 reasons:

- There was an issue related to a Local amenity Space as designated on the Local Plan.
- There is an issue of piecemeal development on the site that would pass the threshold for the requirement for a contribution towards public open space.
-

As such, deferment would allow the Planning Department time to look into those issues that have now come to their attention.

Resolved:

That the application be deferred in accordance with the reasons set out verbally by the Principal Planning Officer

Application: 2009/0565/FUL**Location: Land to rear of Fennel Farm, Hall Lane, Church Fenton****Proposal: Erection of 3 blocks of 7 stables with tack room, erection of indoor riding area, construction of outdoor riding area and vehicle park and siting of a mobile home.**

The Principal Planning Officer presented the report and highlighted salient points for the consideration of the Committee.

The Principal Planning Officer confirmed that the application did not include any floodlighting scheme and any subsequent lighting required would have to be applied for separately.

The Committee received clarification regarding the functional and financial testing required in relation to the proposed siting of a caravan on the site from the Principal Planning Officer.

Public Speaker – Mrs Carol Morbey

- Representing those residents objecting to the development in Church Fenton.
- Proposal is not in keeping with the area.
- Issue of congestion being caused by increased traffic levels through the village.
- Development would be adjacent to residential gardens and there would be a loss of amenity for the residents.
- Hours of the site being in use could be as early as 5.30am.
- Local equestrian facilities still have vacancies and the development is not necessary.
- The issue of odour relating to horse waste (manure and used bedding).

Resolved:**That the application be refused in accordance with the reasons set out in the report.**

Application: 2010/0304/FUL**Location: Grove Farm, Sweeming Lane, Little Fenton****Proposal: Section 73A application to remove condition 2 (agricultural occupancy) of Planning Permission TA/2561.**

The Principal Planning Officer presented the report and highlighted salient points for the consideration of the Committee.

It was confirmed by the Principal Planning Officer that in accordance with the Town and Country Planning Act (1947) the applicant would need to be in agricultural employment to remain as the occupant of the property. However, the Principal Planning Officer explained that a new condition can be adapted to allow the applicant and his dependents to remain resident in the property after retirement from employment in agriculture.

Public Speaker – Mr Andrew Houlden

- The need for any agricultural dwelling in the area is low.
- The agricultural industry has changed markedly in the 49 years since the imposition of the occupancy clause.
- Retirement would necessitate the current resident having to move home due to the clause.
- Few buyers are interested in such properties.
- The farm is no longer a viable business.

RESOLVED:**That the application be approved subject to an alteration to the occupancy clause to reflect modern criteria.**

Application: 2010/0153/FUL**Location: Corner Farm, South Duffield Road, Osgodby****Proposal: Conversion of agricultural barns to 4 residential dwellings.**

The Principal Planning Officer presented the report and highlighted salient points for the consideration of the Committee.

The Committee were informed that there was an element of conflict between Policy H2A and Policy H6 that are relevant to the application. The Principal Planning Officer explained that if H2A was taken too strictly then it could limit application possibilities. The Principal Planning Officer also confirmed the Council's stance on a previous decision made by the Planning Committee in relation to Low Farm would be seriously undermined on the grounds of inconsistent application of planning guidelines if the Corner Farm application was approved.

The Committee agreed that the current site would simply fall into dereliction if left in its current state and that the proposed development would provide necessary properties and would improve the amenity of the area.

Public Speaker – Mr Gavin Winter

- The buildings are within development limits.
- Conversion of the buildings is an acceptable option.
- The application in question is different to the Low Farm application that was refused by the Planning Committee.
- There are no objections to the proposed development.
- The development will improve the visual amenity of the area and ensure that the existing buildings do not become dilapidated.

Resolved:**That the application be deferred in order that**

- i) a site visit can be undertaken;**
- ii) an in depth look at the possibility of a Section 106 Agreement can be undertaken in relation to public open space contributions; and**
- iii) The Development Policy Manager be consulted on the proper approach to policies H2A and H6/H7.**

24

Planning Appeal Decisions – Received between 13 April 2010 - 4 May 2010

The Planning Appeals data was presented to the Committee.

Resolved:

That the report be noted.

The meeting closed at 6.00pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 23 June 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

104	Apologies for absence and notices of substitution
105	Disclosure of interests
106	Minutes – 26 May 2010
107	Chair's Address to the Planning Committee
108	Budget Exceptions Report
109	Appeal for Non-Determination – 2010/0096/FUL Lumby Court, Butts Lane, Lumby
110	Planning Issues Update
111	Planning Application - 2010/0371/FUL Orchard House, Moor End, Kelfield
112	Planning Application - 2010/0212/COU Hillcrest Café, Great North Road, South Milford
113	Planning Application - 2010/0428/FUL St Richard's Church Hall, Barwic Parade, Selby
114	Planning Application - 2010/0141/FUL Agri-Processing Plant, Tate and Lyle Site, Denison Road, Selby
115	Application: 2010/0224/REM Reserved Matters Application for the Erection of 2 No Dwellings With Garages on Land Adjacent to 'The Cottage', Colton.
116	Planning Appeal Decisions - 5 May 2010 to 2 June 2010

Present: Councillor J Deans in the Chair

Councillors: J Deans, D Davies, Mrs C Goodall, W Inness, M Jordan, D Mackay, Mrs E Metcalfe, C Pearson, S Ryder

Officials: Head of Service – Development Services, Manager of Development Management, Principal Planning Officer, Principal Planning Officer, Planning Officer, Interim Solicitor to the Council, Solicitor, Democratic Services Manager and Democratic Services Assistant

Also in Attendance: 3 Public Speakers

Public: 4
Press: 0

Apologies for Absence and Notice of Substitution

Apologies were received from Councillors J Cattanach, I Chilvers and

J Mackman, S Shaw-Wright.

Substitute Councillors were M Jordan and S Ryder.

Disclosures of Interest

Councillor Deans declared a non-pecuniary interest in item 7 by virtue of him being Clerk to Kelfield Parish Council.

Councillor Davies declared a non-pecuniary interest in item 7 due to their membership of the Town Council – Application 2010/0428/FUL

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 26 May 2010 be confirmed as a correct record and be signed by the Chair.

Chair's Address to the Planning Committee

Staff Update:

The Chair announced the appointment of Michelle Sacks as Solicitor to the Council.

Yvonne Naylor had been appointed as Senior Planner to replace Tony Wallace who left SDC on 21 May 2010.

Ruth Beckwith had been appointed as Planning Enforcement Officer to cover for Hazel Walsh who was due to go on maternity leave at the end of July. Ruth takes up her appointment on 2 August 2010.

Wind Farm Update:

Negotiations have been taking place with the Ministry of Defence. The work of Selby District Council's consultants was drawing to a conclusion. Two of the three applications should be presented to the Planning Committee in the near future.

Budget Exceptions Report to 31 March 2010

The Head of Service – Development Services presented the report that gave details for the last financial year.

Councillors were informed that the only significant change was £139,000

rise in income due to the increase in planning applications. The budget was adjusted accordingly.

Resolved:

- i) **That Councillors endorse the actions of officers and noted the contents of the report.**
- ii) **That the Council's Medium Term Financial Plan be amended to take account of projected savings in 2010/11 and 2011/12 where these were not currently allowed for in the budget.**

Appeal for Non-Determination – 2010/0096/FUL Lumby Court, Butts Lane, Lumby

The Principal Planning Officer gave a verbal update. He reminded the committee that the Lumby Court application had been deferred at the last meeting so that the issue in respect of the local amenity area could be looked at and the developer financial contributions in respect of recreational open space could be examined. The applicants had appealed for non-determination and so the issue in respect of the developer contribution toward the provision of open space could not be discussed with him.

In respect of the local amenity area, the officer reported that the Development Policy Manager could find no details as to why the area had been designated as a local amenity area.

Resolved:

That Planning Committee would have been minded to have approved the application had they been given the opportunity to do so and that should officers be able to do so they be given delegated power to approve the application.

Planning Issues Update

Regional Spatial Strategy (RSS) 7 Update

The Manager of Development Management explained that it is the new Government's intention to abolish the use of RSS. Councillors were informed that the abolition of the RSS should be considered as a material consideration when determining planning applications. It was unclear as to when or how the removal of the RSS would be implemented.

PPS3

Officers updated councillors in respect of changes to PPS3 that had been brought in since the previous committee.

The recently published PPS3 removed residential curtilage from land considered to constitute previously developed land as defined in Annex B of PPS3. It also removed the minimum housing density requirements. These amendments have been brought into immediate effect and therefore will create significant issues in respect of applications that have already been submitted.

Resolved

That the update be noted.

Planning Applications Received

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

Application: 2010/0371/FUL

Location: Orchard House, Moor End, Kelfield

Proposal: Erection of a proposed dwelling.

The Planning Officer presented the report with an update on changes since its completion. The Officer highlighted salient points for the consideration of the Committee.

With reference to the earlier update, it was confirmed by the Planning Officer that notwithstanding the recent changes to PPS3 – Residential Development, the application benefits from a previous approval and that this was a material consideration of substantial weight.

The Planning Officer also confirmed that a new access point, adjacent to Orchard House, would be created.

Public Speaker – Dr Kevin Anderson

Dr Anderson raised the following issues in objection to the application.

- The size and design of the house was not in keeping with the local area.
- The house would block the sun light to the Parish Council Allotment.
- The size of the proposed house was disproportionate to the plot area.
- The proposed property would overlook Lane Cottage.

Resolved:

That the application be deferred in order for a site visit to take place.

Application: 2010/0212/COU

Location: Hillcrest Café, Great North Road, South Milford

Proposal: Change of use of former transport café to use for the sale of caravans

The Principal Planning Officer presented the report with updates and highlighted salient points for the consideration of the Committee.

The Principal Planning Officer gave details of consultations undertaken and the planning history regarding the site.

Public Speaker – Councillor Mrs Carol Mackman

- Representing the residents of Huddleston and Newthorpe Parish Council.
- Thanked the case officer for the thorough presentation and reminded Councillors of the recommendation to refuse permission.
- The proposal constitutes inappropriate development within the Green Belt and very special circumstances have not been demonstrated by the applicant.
- The development would have a detrimental impact on the visual amenity of the Green Belt and the historical Great North Road.
- Asked that officers take enforcement action.

Resolved:

That the application be refused in accordance with the reasons set out in report and to authorise officers to commence enforcement action.

Application: 2010/0428/FUL

Location: St Richard's Church Hall, Barwic Parade, Selby

Proposal: Erection of 11 social rented/affordable dwellings and a community hall following demolition of existing former chapel and community hall.

The Principal Planning Officer presented the report and highlighted salient points for the consideration of the Committee.

Councillors were informed that Selby Abbey would be responsible for the maintenance and up keep of the Community Centre.

Public Speaker – Mr Robin Jackson (Agent)

- Provided a brief overview of the current use of the site
- The current running and maintenance costs are high.
- The proposed development is in keeping with the local area.
- Parking provision for the proposed Community Centre is greater than is required.
- No issues with the provision of car parking to the proposed houses.

Resolved:

That the application be approved, subject to the conditions outlined in the report.

Application: 2010/0141/FUL

Location: Agri-Processing Plant, Tate and Lyle Site, Denison Road, Selby

The Head of Service – Development Services outlined the progress made in toward this application. Unfortunately, due to time constraints, reports were unavailable to consider at this meeting. The Head of Service – Development Services suggested that an additional committee meeting be held to consider this application.

Resolved

- i) That the update be noted.**
- ii) That the Head of Service – Development Services look into the possibility of convening an additional planning Committee meeting.**

**Application: 2010/0224/REM
Reserved Matters Application for the Erection of 2 No Dwellings With
Garages on Land Adjacent to 'The Cottage', Colton**

The Principal Planning Officer outlined that the applicant had appealed for non determination. The Principal Planning Officer sought the Committee's advice as to how to defend the appeal. He outlined the Council's stance in relation to a previous application for three dwellings at the same site.

Resolved

That the appeal be fought on the grounds of the previous refusal.

Planning Appeal Decisions - 5 May 2010 to 2 June 2010

The Planning Appeals data was presented to the Committee.

Resolved:

That the report be noted.

The meeting closed at 5.37pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Licensing Committee held on 7 June 2010 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

40	Apologies
41	Disclosure of Interest
42	Minutes
43	Procedure
44	Chairs address to the Licensing Committee
45	Authorisation of Hypnotism under the terms of the Hypnotism Act 1952

Present: Councillor R Sayner in the Chair

Councillors: Councillor Mrs D White, Councillor B Marshall, Councillor Mrs J Dyson, Councillor K Ellis, Councillor J McCartney, Councillor Mrs K McSherry, Councillor R Sweeting and Councillor Mrs S Ryder.

Officials: Senior Solicitor, Licensing Enforcement Officer and Committee Services Officer.

Public: 0

Press: 0

Apologies for Absence and Substitution

Apologies were received from Councillors Mrs P Mackay and Mrs S Duckett.

Substitutes were Councillor R Sweeting (*for Councillor Mrs P Mackay*)

Disclosure of Interest

There were none.

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 10 May 2010 be confirmed as a correct record and be signed by the Chair.

Procedure

The Procedure was noted.

Chair's Address to the Licensing Committee

The Chair proposed to the Licensing Committee that following Annual Council 2010 it be confirmed that the Licensing Committee meetings continue to be held on Monday mornings at 10.00am, to which the Committee agreed.

The Chair also informed the Committee that the additional legal advice provided at the Licensing Committee on 10 May 2010 regarding the consent street was at the cost of £250 to which members felt was a fair amount for the work provided.

Resolved;

That the Licensing Committee meetings continue to be held on a Monday at 10.00am.

Authorisation of Hypnotism under the terms of the Hypnotism Act 1952 (As amended).

Councillors received the report of the Licensing Enforcement Officer regarding the authorisation of hypnotism as a means of entertainment and the recommendation of the adoption of conditions to be applied to any authorisation given by the Council as controlling authority.

Members discussed the report and agreed with the recommendations made within it and the proposed conditions attached.

Resolved;

That the staging of hypnotism as a means of entertainment be authorised by the Council and subject to the conditions as set out in the report.

The meeting closed at 10.04am

Selby District Council

MINUTES

Minutes of the proceedings of a meeting of the Economy Board held on **Tuesday 8 June 2010** in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at **5.00pm**.

46	Apologies for Absence
47	Disclosure of Interests
48	Minutes
49	Chair's Address to the Economy Board
50	Performance Indicator Report – April 2009 to March 2010
51	Budget Exceptions to 31 March 2010
52	Economy Board Work Programme 2010/2011
53	Industrial/Commercial Units Update

Present: Councillor D Fagan in the Chair

Councillors: Mrs C Goodall and E Metcalfe

Officials: Head of Service – Finance, Development Policy Manager, Support Services Manager, Overview and Scrutiny Coordinator

Public: 0

Press: 0

46 Apologies for Absence and Substitution

Apologies for absence were received from Councillors Mrs P Mackay, I Nutt, C Pearson and R Sweeting.

47 Disclosure of Interests

Councillor Fagan expressed an interest as a trustee of a charity on Prospect Way.

48 Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Economy Board held on 13 April 2010 be confirmed as a correct record and be signed by the Chair.

49

Chair's Address to the Economy Board

The Chair introduced the issue of meeting commencement timing, currently set at 5.00pm. The Board discussed options and concluded that they wished to change.

Resolved:

That the meetings of the Economy Board now take place at 4.00pm.

50

Performance Indicator Report – April 2009 to March 2010

The Head of Service – Finance presented the report and highlighted salient points within the PI data and the fact that the current economic climate had impacted upon Non Domestic Rate (NDR) collection figures.

The Head of Service – Finance confirmed that Selby District Council proactively pursues those businesses in arrears in terms of NDR.

Resolved:

That the report be approved.

51

Budget Exceptions Report to 31 March 2010

The Head of Service – Finance presented the report and highlighted salient points for consideration by the Board.

The Head of Service – Finance confirmed that there had been an improvement in the housing subsidy received from central government, a revaluation of Selby District Council property assets and a shortfall in the Local Taxation collection figures.

In relation to Industrial Units, the Support Services Manager explained that electrical costs referred to standing charges that could not be avoided. Reviewing the supplier option could reduce these charges in the future.

The Head of Service – Finance confirmed that the insufficient budget for Industrial Units – Road Adoption will be reviewed. It was also explained that savings/overspends in relation to all Boards and Committees will be brought together and reported to the Policy and Resources Committee.

The Development Policy Manager confirmed that details relating to the Tadcaster Car Park would be made available to the Economy Board Members after the meeting.

Resolved:

That the recommendations listed in the report be approved:

- i) Councillors endorse the actions of officers and note the contents of the report;**
- ii) Policy and Resources be requested to recommend to Council that any overspend that can not be covered by savings on other Boards and Committees be covered by General Fund Balances;**
- iii) That the Council's Medium Term Financial Plan be amended to take account of projected savings in 2010/11 and 2011/12 where these are not currently allowed for in the budget;**
- iv) Councillors recommend to the Policy and Resources Committee that the carry forward budgets outlined in the report and listed in Appendix C of the report be approved.**

52

Economy Board Work Programme 2010/2011

The Development Policy Manager presented the Work Programme and reminded Councillors that they can provide topic suggestions throughout the course of the year to be included on the programme.

The Development Policy Manager explained that there had been discussions over the number of Economy Board meetings in conjunction with the Chair, with the aim to look at reduction. It was deemed to be inadvisable to reduce the number of meetings further due to the budget monitoring role performed by the Economy Board.

Resolved:

That the work programme be approved.

53

Industrial/Commercial Units Update

The Support Services Manager presented the report and highlighted salient points for the Board. It was explained that the units are being actively marketed and that rent reductions have encouraged higher levels of occupancy.

The Support Services Manager confirmed that the bus Station Café lease had been agreed upon for 5 years and that the venue had opened for business on 17 May 2010.

In relation to the large unit and whether it could be split into smaller units, the Support Services Manager explained that such an option would require looking into in terms of economic need and cost effectiveness.

Resolved:

That the report be noted.

The meeting closed at 5.20pm

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Environment Board held on 10 June 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

54	Apologies for absence
55	Disclosure of interest
56	Minutes
57	Chair's Address to the Environment Board
58	Time of Commencement of Meetings
59	Environment Board Work Programme 2010/2011
60	Food & Health & Safety Service Plans
61	Climate Change Action Plan Progress Report
62	Performance Indicator Report
63	Budget Monitoring

Present: Councillor C Metcalfe in the Chair

Councillors Mrs C Mackman, A Pound, Mrs D White, Mrs D Davies (*R Packham*), Mrs C Goodall (*M Jordan*) and M Crane (*I Nutt*).

Officials: Head of Service – Finance, Head of Service – Partnership and Commissioning, Environment Health Manager, Senior Environmental Health Officer and Committee Services Officer.

Public: 0

Press: 0

54 **Apologies for Absence and Substitution**

Apologies were received from Councillor M Jordan, Councillor C Lunn, Councillor R Packham, Councillor N Martin and Councillor I Nutt.

Substitute Councillors were Mrs D Davies (*for R Packham*), Mrs C Goodall (*for M Jordan*) and M Crane (*for I Nutt*).

55 **Disclosure of Interest**

None.

56 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Environment Board held on 15 April 2010 be confirmed as a correct record and be signed by the Chair.

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

None.

58 **Time of Commencement of Meetings**

Members discussed the time at which the Environment Board meetings should take place for the 2010/11 municipal year.

Resolved:

That the start time of the meetings of the Environment Board for the 2010/11 municipal year will continue to be 4.00pm on a Thursday.

59 **Environment Board Work Programme 2010/2011**

Members discussed the Environment Board Work Programme 2010/2011. The Chair informed the Board that following a review of the work programme and discussion with officers it had been decided that the following changes in Environment Board meeting dates shall be made:

- Cancelled 16 September 2010, 25 November 2010 – rescheduled 28 October 2010
- Cancelled 6 January 2011 – rescheduled 20 January 2011

Resolved:

That the work programme for the Environment Board 2010/2011 be approved.

60 **Food & Health & Safety Service Plans**

Councillors received the report of the Environmental Health Manager which sought approval for both the Food Safety & Health & Safety Service Plans.

The Environmental Health Officer clarified the term 'scores on the doors' used in the report as a start rating system used to evaluate food premises

which is accessible on the Selby District Council website and may also be displayed on sight of the premises if this is desired.

Resolved: That;

- **The Food Safety Service Plan be approved**
- **The Health & Safety Service Plan be approved**

61

Climate Change Action Plan Progress Report

Councillors received the report of the Senior Environmental Health Officer which advised board members of the progress made in meeting the objectives identified in the action plan attached to Selby District Council's Climate Change Strategy 2008 to 2013 and under the National Indicators. With regard to NI 185 it was reported that the emissions from transport had been reduced by 17% with a saving of 400 tonnes of CO₂. There had also been a reduction in energy use in buildings giving an overall saving of energy of 12%. It was also reported that the North Yorkshire sub-region is reporting achieving Level 1 of Ni 188.

Councillors discussed the benefits of joined up working with other energy providers to utilise their skills and knowledge. It was also suggested that the promotion of the financial benefit of recycling should be expressed to the public as well as the benefit to the environment. The Senior Environmental Health Officer confirmed that this would be passed onto the Media and Corporate Communications Manager.

Resolved: That;

- Officers be congratulated on the Climate Change Action Plan Report and wished well in continuing the good work.
- The report be noted.

62

Performance Indicator Report April 2009 – March 2010

The Head of Service – Partnerships and Commissioning presented a report to assist councillors in focusing on priority areas and managing the performance of the Council by updating the Environment Board on the progress that has been made in 2009/2010 and is being made for the corporate and statutory National Indicators (NIs) for which they are responsible.

Councillors discussed the tree survey being carried out by Street Scene and the work taken over from Fountain, it was agreed that it would be beneficial to have further details of these brought back to a future meeting.

Councillor Davies thanked the Environment Board and officers for all the help they had given her personally.

Resolved: That;

- Environmental Services be congratulated on excellent performance and;
- The report be noted.

63

Budget Monitoring

The Head of Service – Finance presented a report to councillors with information on major variations between budgeted and actual expenditure and income for the Board for the 2009/10 financial year to 31 March 2010.

Resolved: That;

- The report be noted
- The Environment Board endorse the actions of officers in adjusting the Environment Board budgets to reflect the savings expected to be achieved as per Appendix B, and that the Councils Medium Term Financial Plan be amended to take account of projected savings in 2010/11 and 2011/12 where these are not currently allowed for in the budget.

Recommendation to Policy and Resources Committee:

That the carry forward budgets outlined and listed in Appendix C of the report be approved.

The meeting closed at 4.55pm

SELBY DISTRICT COUNCIL

DRAFT MINUTES

Minutes of the proceedings of a meeting of the Social Board held on 15 June 2010 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

64	Apologies for absence
65	Disclosure of interests
66	Minutes
67	Chair's Address to the Social Board
68	Time of Commencement of Meetings
69	Minutes of the Leisure Forum
70	Leisure Planned Maintenance Programme
71	Introduction of a Byelaw to Prohibit Urinating in the Streets
72	Performance Indicators – April 2009 – Mar 2010
73	Budget Exceptions to 31 March 2010
74	The Councils Decent Homes Programme
75	North Yorkshire Improving Adaptations Project
76	Update on Garage Sites proposals for Eggborough

Present: Councillor Mrs G Ivey in the Chair

Councillors: Mrs D Davies (Mrs W Nichols), K Ellis, Mrs C Goodall, C Lunn, Mrs C Mackman, Mrs M McCartney, and A Pound

Officials: Head of Service Finance, Head of Service Partnership & Commissioning, Solicitor, Housing Strategy and Enabling Manager and Policy & Partnership Officer

Also in Attendance: Stuart Holden, Wigan Leisure & Cultural Trust

Public: 1

Press: 0

64 **Apologies for Absence and Substitution**

Apologies were received from Councillors I Chilvers, D Mackay and Mrs W Nichols.

Substitute Members were Councillor Mrs D Davies (for Councillor Mrs W Nichols).

Apologies were also received from Mark Steward, Head of Service – Housing and Property Services.

65 **Disclosures of Interest**

Councillor Mrs D Davies expressed a personal interest in items 6 and 7 of the agenda (Leisure Forum and Leisure Planned Maintenance Programmed) and Councillor Mrs D Davies took no part in the debate.

66 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Social Board held on 20 April 2010 after additions to minute 733 – that the four community centres be named, be confirmed as a correct record and be signed by the Chair.

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

The chair gave no address to Social Board.

68 **Time of Commencement of Meetings**

It was agreed that future meetings for 2010/11 will commence at 5.00pm.

69 **Minutes of Leisure Forum**

The minutes from the Leisure Forum meeting dated 20 April 2010 were noted. The Chair informed the meeting that, where relevant, specific information on performance will be included in future minutes. The Chair confirmed that the regular Social Board performance management reports would include performance information in relation to leisure.

70 **Leisure Planned Maintenance Programme**

A report was submitted by the Head of Partnerships and Commissioning to request that Councillors adopt the Year One Landlord Planned Maintenance Programme for Abbey and Tadcaster Leisure Centres and note the indicative maintenance plans for all facilities over the ten year period of the contract with Wigan Leisure and Cultural Trust.

Abbey Leisure Centre will be closed for three weeks at Christmas 2010 for essential works to be carried out.

Recommended:

- i) **That the Year One Landlord Planned Maintenance Programme for Abbey and Tadcaster leisure centres goes forward to Policy and Resources Committee for adoption and;**
- ii) **The indicative Ten year planned Maintenance Programme for Abbey and Tadcaster leisure centres and Selby Park be noted.**

71

Introduction of a Byelaw to Prohibit Urinating in the Streets

A report was submitted from the Solicitor to consider the introduction of byelaws to prohibit the anti-social practice of urinating in the street.

Recommended to Council:

- i) **To pass a resolution to make a byelaw banning persons from urinating or defecating in any public place and;**
- ii) **To authorise the affixing of the Common Seal to the byelaw and;**
- iii) **To authorise the Solicitor to the Council to carry out the necessary procedure and apply thereafter to the Department for Communities and Local Government for confirmation of the byelaw.**

72

Performance Indicators – April 2009 – March 2010

A report was submitted by the Head of Service – Finance updated councillors on the progress that had been made in 2009/10 on the corporate and statutory National Indicators for which the Committee were responsible.

Resolved:

That the report be noted.

73

Budget Exception to 31 March 2010

A report was submitted by the Head of Service – Finance with details of budget exceptions for the 2009/10 financial year to 31 March 2010.

Resolved:

- i) **That the report be noted and:**
- ii) **That the Councils Medium Term Financial Plan be amended to take account of projected savings in 2010/11 and 2011/12**

where these are not currently allowed for in the budget.

Recommended:

- i) **That Policy and Resources be requested to recommend to Council that any overspend that can not be covered by savings on other Boards and Committees and covered by General Fund Balances and in the case of the Housing Revenue Account, HRA Balances and;**
- ii) **That Policy and Resources be requested to give approval to the carry forward budgets outlined in the report and listed in Appendix C of the report.**

74

The Councils Decent Homes Programme

A report was submitted by the Head of Housing and Property to provide councillors with an update on the delivery of the Council's Decent Homes programme.

As a result of an updated forecast of the work content and costs it is now predicted that the cost for the current decent homes project will be in the region of £11,678,741. This will mean that decency has been met for the Councils housing stock within the current project by September and within the resources available of £11,800,847 showing a potential saving of £122,106.

Further surveys will be conducted and the results will come back to Social Board.

Resolved:

That the report be noted.

Recommended to Policy and Resources Committee

That approval be given for the monies identified in 5.2 of the report, approximately £122,106, be used in the remainder of this financial year to maintain decency.

75

North Yorkshire Improving Adaptations Project

A report was submitted by the Housing Strategy Manager to advise the Councillors of the outcome from the North Yorkshire Improving Adaptations Project.

Resolved:

That the report be noted.

76

Update on Garage Sites Proposals for Eggborough

A report was submitted by the Policy & Partnerships Officer to give Councillors an update on the progress on the garage sites at Eggborough.

Indicative maps from Chevin Group were available to Councillors showing images of their suggested scheme.

Consultation with local residents will commence as a priority before moving forward with a scheme.

Resolved:

- i) That Chevin Group be approved as the preferred partner for the scheme and;**
- ii) That the four garage sites at Eggborough be considered for the development of affordable housing by an RSL partner.**

The meeting closed at 6.07pm.

Selby District Council

MINUTES

Minutes of the proceedings of a meeting of the Audit Panel held on 22 June 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

89	Nominations to Chair the Meeting
90	Apologies for Absence and Notice of Substitution
91	Disclosure of Interests
92	Minutes
93	Time of Meetings
94	Private Session
95	Sundry Debtors – Audit Report
96	Public Session
97	Regulation 6 Review
98	Internal Audit Annual Report 2009/10
99	Annual Governance Statement
100	Audit Panel Activities and Outcomes 2009/10
101	Audit Panel Workplan 2010/11
102	Statement of Accounts
103	Risk Management Annual Report

Present: Councillor M Jordan (In the Chair)

Councillors: Mrs C Mackman, R Packham and Mrs A Spetch

Officials: Head of Service – Finance, North Yorkshire Audit Partnership – Head of Partnership, Audit Manager, Accountancy Services Manager, Revenues and Benefits Manager and Democratic Services Manager.

Public: 0

Press: 0

89 **Nominations to Chair the Meeting**

In the absence of the Chair and Vice Chair, nominations were sought for a Chair for the meeting.

Resolved:

That Councillor Jordan to chair the meeting.

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

Apologies were received from Councillor Cattanach (Substitute Councillor Mrs C Mackman) and Councillor Mrs E Casling.

91 **Disclosure of Interests**

None.

92 **Minutes**

Resolved:

That the minutes of the Audit Panel held on 14 April 2010 be confirmed as a correct record and be signed by the Chair.

93 **Time of Meetings**

Resolved:

That meetings of this Panel commence at 4.30pm for the municipal year 2010/11.

94 **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.

95 **Sundry Debtors Audit Report**

Councillors received a report of the Revenues and Benefits Manager which provided details of the Sundry Debtors Audit Report.

Resolved:

That the report be noted.

96 **Public Session**

It was agreed that the meeting would reconvene as a Part 1 (Public) Session.

97 **Regulation 6 Review**

The Head of Partnership - North Yorkshire Audit Partnership presented the Annual Review of the effectiveness of the system of internal audit for

approval by the Committee.

The review provided an overall opinion and assurance that the system of Internal Audit and provision of Internal Audit for Selby District Council during 2009/10 was considered as effective.

Resolved:

That report be approved.

98 **Internal Audit Annual Report 2009/10**

The Head of Partnership – North Yorkshire Audit Partnership presented the Annual Audit Report for 2009/10.

The Annual Audit report provided a statement of assurance supporting the Annual Governance Statement. Councillors heard that the Council's External Auditors were satisfied with the work undertaken and the reliance on the work of the Partnership in order to optimise the overall cost of audit to Council.

Resolved:

That report be approved.

99 **Annual Governance Statement 2009/10**

The Head of Service – Finance informed Councillors that the report sets out details of the Annual Governance Statement for councillor's approval. The Council had to ensure that proper arrangements were in place to govern its affairs and ensure that public money was safeguarded.

Councillors were informed that the Annual Governance Statement must be approved by Audit Panel and would be signed by the Leader of the Council and the Chief Executive.

Resolved:

That report be noted.

100 **Audit Panel Activities and Outcomes 2009/10**

The Head of Partnership - North Yorkshire Audit Partnership presented the report which reviewed the work of the Audit Panel in 2009/10.

The report demonstrated the outcomes that had been achieved by the Panel over the past year. Councillors suggested a potential training session prior to the next committee meeting.

Resolved:

That the report be approved.

101

Audit Panel Workplan 2010/11

The Head of Partnership - North Yorkshire Audit Partnership presented the forward Workplan for the Audit Panel.

Members asked that the Workplan be received at the next Audit Panel for further consideration.

Resolved: That;

- i) Councillors endorsed the Audit Plan and;**
- ii) The Workplan be available at the next Audit Panel meeting on 7 September 2010.**

102

Statement of Accounts

The Accountancy Services Manager presented the Statement of Accounts for 2009-10.

The Accountancy Services Manager summarised the key areas within the Statement of Accounts and informed Councillors that a report would be received at the forthcoming Policy and Resources Committee.

The Accountancy Services Manager answered numerous councillor questions relating to the accounts. The Head of Service - Finance offered Councillors the opportunity to email any additional questions to her.

Resolved:

That the Statement of Accounts be noted.

103

Risk Management Annual Report

The Audit Manager - North Yorkshire Audit Partnership presented the report which updated Councillors on Risk Management developments throughout 2009/10 and the proposed actions to be taken for 2010/11.

Resolved:

That the actions of officers in furthering the progress of risk management be endorsed.

The meeting closed at 5.36pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on Thursday 17 June 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00 pm.

77	Apologies for Absence
78	Disclosures of Interest
79	Minutes
80	Chair's Address to the Overview and Scrutiny Committee
81	Time of Commencement of Meetings
82	Q & A Session with Enterprise and Environmental Health (Waste and Recycling)
83	State of Area Address (SOAA)
84	External Audit - Annual Audit and Inspection Letter
85	Revised Community Safety Partnership (CSP) Plan
86	Questions to the Chief Executive
87	Private Session
88	Task and Finish Group Report – CCTV in the Selby District

Present: Councillor J McCartney in the Chair

Councillors: Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, B Marshall, Mrs S Ryder, R Sayner and Mrs A Spetch.

Officials: Head of Service – Finance, Head of Service – Customers and Business Support, Overview and Scrutiny Coordinator

Invitees: Leader of the Council, Community Safety Partnership Manager, NYPA Scrutiny Support Officer, Principal Officer (Waste and Recycling), Regional Operations Manager (Enterprise Managed Services), District Auditor

Public: 0

Press: 0

77 **Apologies for Absence**

Apologies were received from Councillor J Cattanach

78 **Disclosures of Interest**

None were received.

79 **Minutes**

RESOLVED:

That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on Thursday 13 May 2010 be confirmed as a correct record and be signed by the Chair.

80 **Chair's Address to the Overview and Scrutiny Committee**

The Chair informed the Committee that the 'Scores on the Doors' issue that was discussed by Overview and Scrutiny at their meeting on 13 May 2010 had been raised at the Environment Board on 10 June 2010.

It was agreed by the Overview and Scrutiny Coordinator to look into the issue of crime statistics data being made available to all District Councillors at the request of the Committee.

81 **Time of Commencement of Meetings**

The Committee discussed the issue of the time of commencement of meetings for the Overview and Scrutiny Committee.

Resolved:

That the time of commencement of the Overview and Scrutiny Committee meetings will remain as 5.00pm for 2010/11.

82 **Q & A Session with Enterprise and Environmental Health (Waste and Recycling)**

The Regional Operations Manager (Enterprise Managed Services) provided an initial view on the progress of the contract undertaken by Enterprise since October 2009, explaining that recycling efforts had worked well, fortnightly residential waste collections had been successfully implemented and that focus would now be aimed at the Streetscene operation.

The Regional Operations Manager (Enterprise Managed Services) explained that street cleansing had been reviewed by Enterprise in order to focus on the best use of resources. A full survey of litter bins in the District had also been carried out and collection frequency would be assessed.

The Principal Officer (Waste and Recycling) praised the success of the contract with Enterprise and explained that there was liaison with Access Selby to help target issues through the effective sharing of information.

A specific issue of disaffection with the attitude of certain Enterprise employees towards elderly residents of Dixon Gardens was raised and the Regional Operations Manager (Enterprise Managed Services) agreed to meet with residents and elected representatives in the area to discuss the matter fully.

The Regional Operations Manager (Enterprise Managed Services) agreed to look into the issue of the cholera burial ground behind Selby Abbey.

The Regional Operations Manager (Enterprise Managed Services) explained that any issues of wheelie bins not having been collected should be reported to Access Selby and that Enterprise is committed to responding with a collection within 24 hours.

The Principal Officer (Waste and Recycling) confirmed that work was being undertaken to look into the coordination of efforts between Enterprise and North Yorkshire County Council (NYCC) in respect of weed spraying schedules.

The Committee requested that recycling bins be more sensitively handled by Enterprise collection staff as there have been incidences of bins not being effectively returned and damaged after emptying.

The Principal Officer (Waste and Recycling) confirmed that the issue of the grass verges along the A645 would be passed onto NYCC as a matter of concern in relation to health and safety.

The Principal Officer (Waste and Recycling) explained that schedules of litter bin collections, sweeping and litter picking were going to be made available to all Parish Councils.

The Principal Officer (Waste and Recycling) explained that schedules of litter bin collections, sweeping and litter picking were going to be made available to all Parish Councils.

It was noted by the Principal Officer (Waste and Recycling) that the overall recycling figures for the past year had been slightly lower than expected since the move the Alternate Bin Collections, however when compared with the previous year, the recycling rate was down by 0.2% for the period April to September (prior to ABC) however in the period October to March the recycling rate was up by 6% compared to the

previous year due to ABC. A full year of the new waste service should see a greater improvement. The Leader of the Council requested that comparisons with our neighbours would indicate useful comparative performance.

Resolved:

That The Principal Officer (Waste and Recycling) and The Regional Operations Manager (Enterprise Managed Services) be thanked for their attendance.

83

State of Area Address (SOAA)

The Leader of the Council introduced the State of the Area Address and invited comments from the Committee.

The Leader of the Council agreed with comments that the level of feedback for 2009/10 had been disappointing and confirmed that there was a need to review how the consultation process is undertaken.

Resolved:

That the State of Area Address be noted.

84

External Audit - Annual Audit and Inspection Letter

The District auditor introduced the Annual Audit and Inspection Letter and highlighted salient points for consideration by the Committee, concluding that the overall theme was positive and that Selby had the best overall performance for Use of Resources in North Yorkshire.

The Head of Service – Finance confirmed that recommendations made in the letter had been addressed and welcomed feedback on the success of Selby in managing a raft of technical changes.

The Head of Service – Finance confirmed that integrated financial and non-financial reporting would be introduced in 2010/11 from the 1st Quarter and that feedback from Councillors would be welcome.

The District Auditor would look into the possibility of the NHS sharing their views on the dashboard reporting system they have already implemented

Resolved:

That the Annual Audit and Inspection Letter be noted.

85

Revised Community Safety Partnership (CSP) Plan

The Community Safety Partnership (CSP) Manager presented the draft plan and highlighted salient points for the attention of the Committee. The CSP Manager explained that the draft report was more detailed than in previous years and details a range of initiatives that have been successful such as Operation Jumbo, the Crucial Crew and Night Marshals. The report will be published in July 2010.

The North Yorkshire Police Authority Scrutiny Support Officer explained that the Selby CSP Plan was being held up as a model of excellence throughout other District Councils in North Yorkshire.

Resolved:

That the Draft Community Safety Partnership Plan be noted.

86

Questions to the Chief Executive

The Committee requested a response from the Chief Executive with regard to the implications resulting in the Standards Board for England being abolished.

Resolved:

That the Overview and Scrutiny Coordinator inform the Chief Executive of the issue and request an update.

87

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 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.

88

Task and Finish Group Report – CCTV in the Selby District

The Chair introduced the report and praised the effectiveness of the current CCTV system in Selby. The Chair also indicated the usefulness of the data mapping provided by the Safer York Partnership.

The Overview and Scrutiny Coordinator explained the use of the mobile CCTV unit available from Mayfair and the Chair explained that it was

possible for Town and Parish Councils to hire its services if required.

The Head of Service – Customers and Business explained that further work would be undertaken on the development of a CCTV Strategy for Selby by the Licensing Officer.

The Overview and Scrutiny Coordinator agreed to make a note of amendments suggested by the Committee.

The Task and Finish Group CCTV, consider the current CCTV system to be good, both as deterrent to anti social behaviour and crime. This is an example of excellent partnership working between the Council, Mayfair Security and North Yorkshire Police. But, as with every service, there is always room for improvement.

Resolved:

That the Overview and Scrutiny Committee accepted the Task and Finish Group Report on CCTV.

Recommendation to the Policy and Resources Committee:

That Selby District Council agrees to develop a CCTV Strategy that takes into consideration the conclusions reached by the Overview and Scrutiny Committee Task and Finish Group Report.

The meeting closed at 6.30pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Special Policy and Resources Committee held on 29 June 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

115	Apologies for Absence and Notice of Substitution
116	Disclosure of Interests
117	Minutes
118	Chair's Address to the Policy and Resources Committee
119	Time of Meetings
120	Pre Application Planning Advice and Charges
121	Statement of Accounts
122	Annual Governance Statement 2009/10
123	Treasury Management Annual Review
124	Referrals from Other Boards and Committees

Present: Councillor M Crane in the Chair

Councillors: D Fagan, Mrs G Ivey, M Jordan, J Mackman, C Metcalfe, Mrs W Nichols, R Packham, B Percival

Officials: Chief Executive, Head of Service – Finance, Head of Service – Development Services, Accountancy Services Manager and Democratic Services Manager.

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

Apologies were received from Councillor Mrs E Casling and Councillor S Shaw-Wright.

116 **Disclosure of Interests**

None.

117 **Minutes**

Resolved:

That the minutes of the proceedings of this Committee held on 18 May 2010 be confirmed as a correct record and be signed by the Chair.

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

The Chair asked for the Committee to request that the Chief Executive use emergency powers to divert staffing resource to the completion of the allocations DPD at the expense of the current programme for the Local Development Framework.

This action was seen as necessary pending the announcement by the Secretary of State regarding local development planning arrangements following the disbandment of the Regional Spatial Strategy process.

Resolved:

That the Chief Executive be requested to use his emergency powers as described.

119 **Time Of Meetings**

The Chair referred to discussions at the annual meeting of Council and sought the Committee's view on the starting time of meetings.

Resolved:

Future meetings, for 2010/11, of the Committee will continue to commence at 4.00 pm.

120 **Pre Application Planning Advice and Charges**

The Head of Service – Development Services presented the report which set out a formal approach toward pre planning application discussions and the introduction of fees and charges.

The Head of Service – Development Services provided brief details of the consultation that would take place prior to the introduction of charges.

Councillors requested that the recommendation in the report be amended.

Resolved: That;

- i) **approval be given to consult on Pre Application Advice Guidance Notes and Protocol for Planning Performance Agreements and;**
- ii) **subject to the appropriate consultation, approval in principal be granted for introducing fees and charges as set out in the report.**

121

Statement of Accounts 2009/10

The Head of Service – Finance submitted the Council's accounts for the financial year 2009/10 for approval. It was the responsibility of the Policy and Resources Committee to approve the accounts on behalf of the Council.

The Head of Service updated Councillors on changes to the accounts which had occurred since they were originally circulated.

Councillors questioned the Head of Service - Finance and the Accountancy Services Manager on the accounts and sought clarification on a number of issues including pension contributions, asset valuation and the sale of housing stock.

Resolved:

That the Statement of Accounts be approved.

122

Annual Governance Statement 2009/10

The Head of Service – Finance presented the Annual Governance Statement for approval. The report had been considered, amended and accepted by the Audit Panel at their meeting on 22 June 2010.

The Council had to ensure that proper arrangements were in place to govern its affairs and ensure that public money was safeguarded.

Councillors raised questions in relation to the actions identified to resolve any issues raised in this or previous Annual Governance

Statements. The Chief Executive offered to bring an update report to the next meeting of Full Council.

Resolved:

That the Annual Governance Statement for 2009/10 be approved.

123

Treasury Management Annual Review

The Accountancy Services Manager presented the report to inform Councillors of the Treasury Management activities of the Council for 2009/10.

The Accountancy Services Manager and the Head of Service – Finance answered a number of questions from Councillors relating to interest rates and both long and short term borrowing.

Resolved: That;

- i) Councillors endorse the actions of officers on the Council's Treasury activities for 2009/10 and;**
- ii) the report be approved.**

124

Budget Exceptions Report to 31 March 2010

The Head of Service - Finance presented the report which provided details of the General Fund and Housing Revenue Account expenditure and income variations for the year 2009/10.

Councillors questioned the process of Carry Forward Funding and if appropriate scrutiny was used before allowing the carry forward to take place. The Head of Service - Finance confirmed that a rigorous process was in place.

Resolved: That Councillors;

- i) endorse the actions of officers and noted the contents of the report;**
 - ii) acknowledge the outturn position on the Council's General Fund and Housing Revenue Account and;**
 - iii) approve the £1,335,750 General Fund and Housing Revenue Account revenue and capital budget carry forward requests listed at Appendix C and;**
 - iv) endorse the actions of the Head of Service - Finance in contributing to the following reserves:**
 - Contingency Reserve - £135K**
 - Spend to Save Reserve - £113K.**
- Policy and Resources Committee

Referrals from Other Boards and Committees

Economy Board 8 June 2010

Minute 51 - Budget Exceptions Report to 31 March 2010

Councillors were asked to approve a recommendation regarding the Carry Forward Budget.

Resolved: That;

- i) the recommendation be approved and;**
- ii) Policy and Resources recommend to Full Council that any overspend that can not be covered by savings on other Boards and Committees be covered by the General Fund Balances.**

Environment Board 10 June 2010

Minute 63 - Budget Monitoring

Councillors were asked to approve a recommendation regarding the Carry Forward Budget.

Resolved: that;

- i) the recommendation be approved and;**
- ii) the Carry Forward Budgets outlined and listed in Appendix C of the report be approved.**

Social Board 15 June 2010

a) Minute 73 - Budget Exception to 31 March 2010

Councillors were asked to approve a recommendation regarding the Carry Forward Budget.

Resolved: that;

- i) the recommendation be approved and;**
- ii) Policy and Resources be requested to recommend to Council that any overspend that can not be covered by savings on other Boards and Committees be covered by the General Fund Balances and in the case of the Housing Revenue Account, HRA Balances.**

b) Minute 74 - The Council's Decent Homes Programme

Councillors were asked to approve a recommendation regarding adjustments to the budget to maintain the decency standard.

Resolved:

That the recommendation be approved.

c) Minute 70 – Leisure Planned Maintenance Programme

Councillors were asked to agree the Year One Landlord Maintenance programme for Abbey and Tadcaster leisure centres.

Resolved:

That the recommendation be approved.

The meeting closed at 5:37 pm.

Minutes of the meeting of the Selby Community Project - Internal Project Board held at 3.30pm on Thursday, 22 April 2010, in Committee Room 1.

Present: Councillor M Crane (MC) (Chair)
M Connor, (MCo) Chief Executive
Councillor D Fagan (DF)
Councillor M Jordan (MJ)
Councillor Mrs C Mackman (CM)
Councillor Neville Martin (NM)

In attendance: K Goodwin, (KG) Project Lead – Selby Community Project -
Selby District Council
R Bullen, (RB) Associate Director, Turner & Townsend
Project Management
L Gill, Temporary Support Secretary

1. Welcome Action

Councillor Crane welcomed everyone to the meeting of the Internal Project Board (IPB).

2. Apologies

Apologies were received from Jonathan Lund and Karen Iveson.

3. Minutes of last Meeting – 11 February 2010

The minutes from the meeting held on 11 February 2010 were approved as a correct record.

4. Matters Arising

Kay Goodwin updated on the progress made since the Meet the Buyer event and advised that three local companies were now in discussion on aspects of the contract.

5. Highways Update – Paul Shepherd, NYCC

Councillor Crane welcomed Paul Shepherd from NYCC Highways to the meeting.

Paul updated the board on the Doncaster Road improvement scheme. He advised that the revised scheme had not yet been finalised as substantive amendments had been requested following further consultation with residents.

Paul circulated plans of the improvement works and advised that once work commenced any road closures will, where possible be on a weekend and this should therefore have no impact on works traffic.

At present there was no confirmed date for when the improvements will start.

Paul also advised that if the Doncaster Road scheme falls into the 2011/2012, there was no guarantee that funding will be forthcoming.

It was noted the improvements which the Community Project development are funding may not go ahead until after May 2011.

Rob Bullen to discuss with BAM implications of the above. **RB**

Paul Shepherd was asked to report to the next meeting with an update of the Doncaster Road Scheme.

MD to invite Paul Shepherd to update at the next meeting. **MD**

6. Materials Board – Rob Bullen

Rob Bullen presented the material boards to the IPB and members viewed samples.

7. Project Update Report

A copy of the progress report was circulated prior to the meeting.

Progress

BAM started work on site on 15 January and are currently reporting they are on programme for practical completion as planned on 27 May 2011. BAM are reporting to Turner and Townsend on a monthly basis.

Rob advised, following a recent visit to the site, that the project is now emerging from the footprint in the ground and is taking shape.

Project Costs

Rob advised construction costs are being reported in detail on a monthly basis.

Key Next Steps

BAM are in the process of preparing a planning application and will be in a position to submit this early next week. The application is for temporary site access via Green Lane.

Kay advised that a consultation meeting had taken place with residents on 15 April to discuss proposals prior to the application being submitted.

Other Issues

T & T are working with BAM to establish a robust process to enable timely flow of information.

8. Date of Next Meeting

The date and time of the next meeting is 15 July 2010, at 3.30 pm.

MD

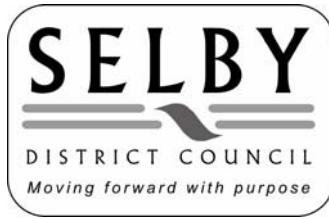
Post Meeting Note

After consultation with the Chair the next meeting has been amended to 22 July 2010 at 3.30 pm in Committee Room 1.

9. Any Other Business

There was no further business discussed.

The meeting closed at 4.20 pm.



Agenda Item No:8

Title: The move towards an executive structure
To: Council
Date: 27 July 2010
Author: Martin Connor, Chief Executive

1 Purpose of Report

- 1.1 To update Council on progress on the programme to move to a Leader and Cabinet executive structure by May 2011

2 Recommendation

- 2.1 **That the Council:**
- i. **Notes progress on the potential move to a Leader and Cabinet executive structure by May 2011,**

3 Executive Summary

- 3.1 This is the third progress report on the programme which would formally move the Council to a Leader and Cabinet executive structure by May 2011 and covers progress on:
- The re-write of the Constitution
 - Update on training
 - Update on the Remuneration Panel
- 3.2 The Council is asked to note the progress to date in relation to the Constitution, independent Remuneration Panel and training programme.

4 The Report

4.1 The Constitution review is progressing via the IDEA communities of practice site where each element of the constitution is being posted for comment. P&R Committee in July had the opportunity of a broader discussion on key elements of the draft document and any recommendations appear in the minutes of that committee.

4.2 To date the following sections of the constitution have been re-drafted:

Executive Procedure Rules	consultation closed
Planning Code of Conduct	consultation closed
Officer Employment Procedure Rules	consultation closed
Access to Information Procedure Rules	consultation closed
Procurement Code of Conduct	consultation closed
Contract Procedure Rules	consultation closed
Financial Procedure Rules	consultation closed
Responsibility for Functions and Scheme of Delegations	consultation closed
Councillor Code of Conduct	consultation closed
Protocol on Councillor Officer relations	consultation closed

The Leader will review the comments on the above, following which a final version will be posted.

4.3 Training sessions have been arranged as follows:

16 July and 9 September 2010	The Role of Overview and Scrutiny
22 July and 17 September 2010	The Role of Executive Member

4.4 The Remuneration Panel has been selected and comprises the following members:

Ken Taylor, Groundwork
Steve Close, Chevin Housing Group
Alan Stewart, Selby College
Rev Margaret Cundiff.

4.5 The Panel is due to meet for the first time, week commencing 19 July 2010 and a series of interviews with selected councillors is to be arranged.

4.6 The Panel is due to report back to Council at its October meeting.

5 Financial Implications

5.1 There are no financial implications arising specifically from this report.

6 Conclusions

6.1 I ask the Council to note the progress report.

7 Link to Corporate Plan

7.1 This report links to the Better use of Resources and Organising to Deliver themes of the Corporate Plan.

8 How Does This Report Link to the Council's Priorities?

8.1 The report does not link to any specific priority but the new provision links to the heart of the community and provision of services.

9 Impact on Corporate Policies

9.1	Service Improvement The proposal to adopt executive arrangements should lead to improved value for money, improved accountability and more transparent decision making.	Impact
9.2	Equalities The proposal to adopt executive arrangements should increase the equality of access to our community to both services and policy formulation.	Impact
9.3	Community Safety and Crime	No impact
9.4	Procurement	No Impact
9.5	Risk Management The risk of not implementing the changes revolves around our ability to implement community engagement requirements and move to a more accountable democratic structure.	Impact

9.6	Sustainability	No Impact
9.7	Value for Money The proposals to adopt executive arrangements will allow community input to local service provision, hopefully draw down external funding and at the same time allow the implementation of a new requirement for community engagement. The move to an executive model should reduce democratic costs and increase accountability.	Impact

10 Background Papers

10.1 None