

**MISSION STATEMENT**

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

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18 October 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 **Tuesday 26 October 2010** 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 27 July 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.

### **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**

In accordance with rule 5.21 of the Constitution, Councillor J McCartney has given notice of the following question:

#### **Question to the Leader of the Council**

The Leader of the Council has, on a number of times in this chamber, expressed his full support for Barlow Common. Yet, now we hear of plans to de-staff the nature reserve.

Selby District Council's website says about Barlow Common; 'Once common grazing ground, it has now been declared a Local Nature Reserve (LNR) by Selby District Council, in consultations with English Nature. This important status recognises its special interest and the conservation of wildlife and habitats to safeguard their future'

This has not occurred by accident, it has come about because of the hard work and dedication of the staff employed at Barlow Common. If they are withdrawn, then within just one year the Common will go from having over 200 species of wildflower, including five varieties of Orchid, including the rare Bee Orchid, to a jungle dominated by ragwort, willow herb and the invasive Himalayan Balsam.

Will the Leader of the Council, today, reiterate his support for Barlow Common and give a commitment that the present staff's main duties will include managing the nature reserve to the current high standard?

## 7. **Committee and Board Minutes**

Planning Committee 21 July 2010	Green	Minutes 138 -149 Pages 12-17
Planning Committee 25 August 2010		Minutes 178 - 196 Pages 18-31
Planning Committee 22 September 2010		Minutes 236 - 247 Pages 32-39
Licensing Committee 6 September 2010	Cream	Minutes 197 - 208 Pages 40-44
Licensing Committee – to follow 11 October 2010		Minutes Pages
Economy Board 14 September 2010	Pink	Minutes 209 - 218 Pages 45-48
Social Board 21 September 2010	Yellow	Minutes 219 - 235 Pages 49-55
Overview and Scrutiny 23 September 2010	Peach	Minutes 248 - 258 Pages 56-60
Standards 21 July 2010	Grey	Minutes 162 - 171 Pages 61-63
Policy and Resources 28 September 2010	Gold	Minutes 259 - 284 Pages 64-76
Selby Community Project – Internal Project Board 22 July 2010	White	Minutes 1 - 9 Pages: 77-79

8. **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.

9. **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

Minutes of the proceedings of a meeting of the Council held on Tuesday 27 July 2010, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

167	Apologies for Absence
168	Disclosures of Interests
169	Minutes
170	Communications
171	Public Questions
172	Councillors Questions
173	Committee and Board Minutes
174	The Move Towards an Executive Structure
175	Urgent Action
176	Sealing of Documents
177	Address by the Strategic Director

Present: Councillor K Ellis (Chairman) in the Chair

Councillors: Mrs E Casling, J Cattnach, I Chilvers, M Crane, Mrs D Davies, Mrs M Davis, J Deans, Mrs S Duckett, Mrs J Dyson, D Fagan, Mrs C Goodall, Mrs G Ivey, M Jordan, C Lunn, D N Mackay, Mrs P Mackay, Mrs C Mackman, J Mackman, B Marshall, N Martin, J McCartney, Mrs M McCartney, Mrs K McSherry, C Metcalfe, Mrs E Metcalfe, Mrs W Nichols, I Nutt, R Packham, C Pearson, A Pound, Mrs S Ryder, R Sayner, Mrs A Spetch, A Thurlow and Mrs D White.

Officials: Chief Executive, Deputy Chief Executive, Strategic Director, Head of Service – Finance, Head of Service – Development Services, Democratic Services Manager and Committee Services Officer.

Public: 2

Press: 0

Father Chris Wilton offered opening prayers.

#### 167 **Apologies for Absence**

Apologies for absence were received from Councillors Mrs M Hulme, W Inness, B Percival, S Shaw-Wright and R Sweeting.

168            **Disclosures of Interests**

None were received.

169            **Minutes**

**Resolved:**

**That the minutes of the proceedings of a meeting of Council held on 1 June 2010 be confirmed as a correct record and signed by the Chairman.**

170            **Communications**

i) City of York Council

The Chief Executive summarised the letter received from York City Council with regard to the ongoing road works on the A19. The letter was in response to concerns about the road works raised by Councillors.

**Resolved:**

**That the letter be noted.**

ii) Her Majesty's Court Service (HMCS)

The Chief Executive submitted a letter regarding proposals on the provision of court services in North and West Yorkshire. The letter proposed the closure of Selby Magistrates' Court with its work being transferred to York Magistrates' Court. The proposals were currently at the consultation stage.

Councillor C Metcalfe declared a personal interest as a consequence of him being a Magistrate at Selby Magistrates' Court.

[At 6.15pm the fire alarm sounded. The Chairman adjourned the meeting which then reconvened at 6.25pm]

Councillors were keen to voice their disapproval of the proposed closure and the negative impact it would have on the residents of Selby District. Councillors expressed their thanks to Councillor Mrs D Davies for the work she had already undertaken in opposing the proposal.

The Chief Executive undertook to respond to HMCS setting out the Council's opposition to the proposal. The letter would be coordinated with work already undertaken by a number of Councillors and Selby Town Council.

**Resolved:**

**That the letter be noted.**

iii) Jacobs

The Chief Executive submitted a letter from Jacobs which detailed essential works on the Selby Town Swing Bridge. The works would necessitate the closure of the road.

Councillors were keen to obtain more details regarding the road closure and to ensure adequate plans were in place to minimise disruption.

**Resolved:**

**That the letter be noted.**

iv) North Yorkshire County Council (NYCC)

The Chief Executive submitted a letter from North Yorkshire County Council which set out proposals for reductions in bus services and changes to concessionary fares.

Councillors were informed of the routes to be affected as a result of spending cuts by NYCC. Democratic Services would send all Councillors a copy of the letter.

**Resolved:**

**That the letter be noted.**

171 **Public Questions**

None received.

172 **Councillors' Questions**

None received.

173 **Committee and Board Minutes**

Planning Committee 26 May 2010

**Resolved:**

**That the minutes be noted.**

Planning Committee 23 June 2010

**Resolved:**

**That the minutes be noted.**

Licensing Committee 7 June 2010

Councillor Mrs R Sayner presented the minutes and highlighted the following amendment.

- i) Minute 45 (Authorisation of Hypnotism under the terms of the Hypnotism Act 1952) the word 'Resolved' be replaced with 'Recommended to Council'.

**Resolved that:**

- i) **Subject to the amendment to minute 45, the minutes be noted; and**
- ii) **The recommendation at minute 45 (Authorisation of Hypnotism under the terms of the Hypnotism Act 1952) be approved.**

Economy 8 June 2010

Councillor J Thurlow reported that he had submitted his apologies for the meeting.

**Resolved:**

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

Environment Board 10 June 2010

Councillor J Thurlow reported that he had submitted his apologies for the meeting.

**Resolved:**

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

Social Board 15 June 2010

Councillor Mrs G Ivey presented the minutes and highlighted the following amendments.

- i) Minute 70, the final sentence should read; 'Abbey Leisure Centre



Swimming Pool will be closed for three weeks at Christmas 2010 for essential works to be carried out'.

- ii) Minute 70, the resolution, should be set out as below:

**Resolved:**

**That the indicative ten year Planned Maintenance Programme for Abbey and Tadcaster leisure centres and Selby Park be noted.**

**Recommended to Policy & Resources:**

**That the Year One Landlord Planned Maintenance Programme for Abbey and Tadcaster leisure centres goes forward to Policy and Resources Committee for adoption.**

**Resolved that:**

- i) **Subject to the above amendments, the minutes be noted; and;**
- ii) **The recommendation at minute 71 (Introduction of a Byelaw to Prohibit Urinating in the Streets) be approved.**

Audit Panel 22 June 2010

**Resolved:**

**That the minutes be noted.**

Overview and Scrutiny Committee 17 June 2010

**Resolved:**

**That the minutes be noted.**

Special Policy and Resources Committee 29 June 2010

The Chief Executive provided a progress update on the actions identified as part of the Annual Governance Statement.

**Resolved that;**

- i) **The minutes be noted; and**
- ii) **The recommendations at minute 124 (Referrals from Other Boards and Committees – Economy Board and Social Board) be approved.**

Policy and Resources Committee 13 July 2010

Councillor Mrs E Casling reported that she had attended the meeting.

**Resolved:**

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

Special Policy and Resources Committee 27 July 2010

Councillor Crane thanked the relevant Councillors and Officers for their work in developing the Core Strategy.

**Resolved:**

**That the minutes be noted.**

Selby Community Project Internal Project Board 22 April 2010

**Resolved:**

**That the minutes be noted.**

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**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 arrangements for Councillor Training and the Remuneration Panel.

The Remuneration Panel had been established and would report back to the Council meeting on 26 October 2010.

Councillors discussed the Task and Finish Group which had been formed to examine key elements of the proposed revised Constitution.

**Resolved:**

**That the report be noted.**

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**Urgent Action**

The Chief Executive reported that he had used 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 following the announcement by the Secretary of State to immediately revoke the Regional Spatial Strategy process.

This action had been reported to Policy and Resources Committee at its meeting on 29 June 2010.

**Resolved:**

**That the action taken by the Chief Executive be approved.**

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### **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 was 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.**

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### **Address by the Strategic Director**

At his last Council meeting before retirement, the Strategic Director thanked Councillors and Officers for their support during his time at Selby District Council.

The meeting closed at 7.37pm

SELBY DISTRICT COUNCIL

**MINUTES**

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 21 July 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

138	Apologies for absence
139	Disclosure of interests
140	Minutes
141	Chair's Address to the Planning Committee
142	Planning Application – 2010/0456/FUL Marybern, Green Lane, Stutton
143	Planning Application - 2010/0153/FUL Corner Farm, South Duffield Road, Osgodby
144	Planning Application - 2010/0371/FUL Orchard House, Moor End, Kelfield
145	Planning Application - 2010/0300/HPA Braemar Court, Eggborough
146	Planning Application – 2010/0223/FUL Blackwood Hall Business Park, Cornelius Causeway, North Duffield
147	Planning Application – 2010/0141/FUL Tate and Lyle site, Denison Road, Selby
148	Planning Application – 2010/0476/FUL Selby College, Abbots Road, Selby
149	Planning Appeal Decisions 3 June 2010 – 5 July 2010

Present: Councillor J Mackman in the Chair

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

Officials: Head of Service – Development Services, Manager of Development Management, Principal Planning Officer, Senior Planning Officer, Planning Officer, Interim Solicitor to the Council, Overview and Scrutiny Officer, Public Speaking Officer

Also in Attendance: 4 public speakers – Miss A Stubbs, Dr K Anderson, Mr G Winter and Councillor K McSherry

Public: 7  
Press: 0

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

Apologies were received from Councillor C Goodall

Substitute Councillors were Councillor S Ryder (sub for Councillor C Goodall)

139            **Disclosures of Interest**

None were received.

140            **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Planning Committee held on 23 June 2010 be confirmed as a correct record and be signed by the Chair.**

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

The Chairman of the Planning Committee explained that there were a number of directives issued by the Coalition Government that would impact upon planning applications, such as the alterations to PPS3 in relation to the status of garden land.

142            **Planning Applications Received**

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

**Application: 2010/0456/FUL**

**Location: Marybern, Green Lane, Stutton**

**Proposal: The erection of a detached dwelling with integral garage following the demolition of existing properties**

The Head of Service – Development Services explained that there was a need to defer the Marybern application due to the fact that late representations had been received and would require further officer consideration.

**Resolved:**

**That the application be deferred until a future Planning Committee meeting.**

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

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

Public Speaker – Mr Gavin winter (Agent)

- The applicant has considered recreational space for the development.
- The application has a strong case for exceptional circumstances to convert the agricultural buildings.
- Additional information has been provided in lieu of queries raised at the meeting in May 2010.
- The development meets the local housing needs of Osgodby.
- Compliance with Policy H6.
- The design proposals will be to a high standard.
- No objections have been received to the development from the local community.

Public Speaker – Councillor Kathleen McSherry (Local Ward Member)

- The barns and outbuildings at corner Farm would be improved by a sympathetic development
- The development would deter incidences of vandalism.
- There is support for decent homes and this development.

The Manager of Development Management clarified the policies H2a, H6 and H7 in relation to the proposal, therefore there was no need for the applicant to demonstrate exceptional circumstances.

The Committee highlighted the issue of dereliction and the effect it has upon the local streetscene and supported the proposed sympathetic development at Corner Farm. They also noted that there was no local opposition to the development.

At the request of the Chairman of Planning, Councillor Deans provided a detailed response as to the reasons for overturning the officer recommendation of refusal.

**Resolved:****That the application be APPROVED; and****That planning officers be granted delegated authority to set the necessary conditions.**

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**Application: 2010/0371/FUL**  
**Location: Orchard House, Moor End, Kelfield**  
**Proposal: Erection of a proposed dwelling**

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

Public Speaker – Amy Stubbs (applicant)

- Previous objections raised relating to the original application in 2008 had been addressed to meet the styles present in the village.
- The design had been altered several times to accommodate neighbour concerns.
- Existing tree lines will be maintained at the site.
- The property will be 2 storeys high with the utilisation of the available loft space.

Public Speaker – Dr Kevin Anderson (objector)

- The size and scale of the development would not be in keeping with the village and would look out of place on the size of plot proposed.
- Overshadowing of the nearby allotment would represent an adverse effect on local amenity.
- There are inconsistencies with the scaling of the plans.

The Committee concluded that the site was not sufficiently large enough to accommodate the type of property proposed.

**Resolved:**

**That the application be REFUSED as it is not in accordance with H2a and H7, it would impact upon the local streetscene, there would be loss of amenity at the site and overshadowing.**

145

**Application: 2010/0300/HPA**  
**Location: Braemar Court, Eggborough**  
**Proposal: Erection of a two storey side extension**

The Planning Officer presented the report and highlighted salient points for the consideration of the Committee, such as the fact that the loss of light was not an issue at the site.

**RESOLVED:**

**That the application be APPROVED subject to the conditions detailed in the report.**

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**Application: 2010/0223/FUL**

**Location: Blackwood Hall Business Park, Cornelius Causeway, North Duffield**

**Proposal: Erection of a B1 industrial business unit**

The Planning Officer presented the report and highlighted salient points for the consideration of the Committee. It was also confirmed that 5+ letters had been received in relation to the application, which required it to be presented before the Planning Committee.

**Resolved:**

**That the application be APPROVED subject to the conditions detailed in the report.**

147

**Application: 2010/0141/FUL**

**Location: Tate and Lyle site, Denison Road, Selby**

**Proposal: Construction of an agri-processing plant and change of use of sports playing field to industrial use**

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

The Principal Planning Officer explained that discussions with Sport England had taken place following the completion of the officer report. As such, Sport England will consider an agreement to remove their objection to the proposal.

It was proposed by the Principal Planning Officer to be granted delegated authority to choose between the circulated amended recommendations (Option A or Option B), based on the conclusion of the discussions with Sport England.

The Principal Planning Officer and Head of Service – Development Services confirmed that a District wide assessment of available play space is due to be completed by 2012.

**Resolved:**

**That planning officers be granted delegated authority to undertake further negotiations with Sport England and finalise Option A or Option B as the chosen recommendation.**



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**Application: 2010/0476/FUL**

**Location: Selby College, Abbots Road, Selby**

**Proposal: New changing facilities/function room, storage building and all weather floodlit sports pitch**

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

The Principal Planning Officer explained that amendments will need to be made to the environmental conditions and have the applicant provide evidence that the facilities will be accessible by the local community.

**Resolved:**

**That the application be APPROVED subject to the conditions detailed in the report.**

149

**Planning Appeal Decisions 3 June 2010 – 5 July 2010**

The Manager of Development Management explained the appeal case to the Committee and the reasons for the appeal being upheld in favour of the applicant.

**Resolved:**

**That the report be noted.**

The meeting closed at 5.35pm.

## SELBY DISTRICT COUNCIL

### MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 25 August 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

178	Apologies for absence
179	Disclosure of interests
180	Minutes
181	Chair's Address to the Planning Committee
182	Planning Application - 2010/0386/COU Lowfield Farm, Hillam
183	Planning Application - 2010/0427/FUL Selby War Memorial Hospital, Doncaster Road, Selby
184	Planning Application - 2010/0603/FUL Darrington Quarries Ltd, Cridling Stubbs
185	Planning Application - 2008/1060/FUL Heck Hall Farm, Heck and Pollington Lane, Heck
186	Planning Application - 2010/0456/FUL Marybern, Green Lane, Stutton
187	Planning Application - 2010/0390/COU Phoenix Electrical, Hull Road, Hemingbrough
188	Planning Application - 2009/0474/FUL Windy Ridge, Howden Road, Barlby
189	Planning Application - 2009/0475/TPO Windy Ridge, Howden Road, Barlby
190	Planning Application - 2009/0412/FUL Manor Farm, Little Fenton, Sherburn in Elmet
191	Planning Application - 2010/0089/FUL Carr Lane, Escrick
192	Planning Application - 2010/0368/COU 47 Brook Street, Selby
193	Planning Application - 2010/0504/FUL Castle Farm, Paradise Lane, Hazelwood
194	Planning Application - 2010/0229/HPA Old Manor House, Bilbrough
195	Planning Application - 2010/0230/LBC Old Manor House, Bilbrough
196	Planning Appeal Decision Received between 6 July 2010 and 4 August 2010

Present: Councillor J Mackman in the Chair

Councillors: I Chilvers, Mrs D Davies, J Deans, Mrs C Goodall, W Inness, D Mackay, Mrs E Metcalfe, C Pearson, S Ryder (sub for J Cattnach)

Officials: Head of Service – Development Services, Manager of Development Management, Principal Planning Officer, Senior Planning Officer x3, Planning Officer, Solicitor, Overview and Scrutiny Coordinator, Public Speaking Officer

Also in Attendance: 14 public speakers

Public: 20  
Press: 0

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

Apologies were received from Councillor J Cattanach

Substitute Councillors were S Ryder for J Cattanach

179 **Disclosure of Interest**

The Planning Committee confirmed that they had all received the following:

- A communication had been received from Land and Development Practice regarding the Lowfield Farm, Hillam application.
- A communication had been received in relation to the Darrington Quarries application.
- A communication had been received from Monk Fryston Parish Council in relation to the Hillam application.

180 **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Planning Committee held on 21 July 2010 be confirmed as a correct record and be signed by the Chair.**

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

The Chair informed councillors of the following issues:

**Staff Update:**

The Chair of Planning confirmed that Yvonne Naylor took up the post of Senior Planning Officer in July 2010; that Ruth Beckwith had taken up position as Enforcement Officer in early August 2010 to cover for maternity leave; and that Dylan Jones had commenced work with Craven District Council for 2.5 days per week.

**Planning Performance:**

The Chair of Planning informed Committee that planning applications received have continued to rise in comparison to figures for the previous year. Also, that no significantly large applications were expected by the Planning Department.

It was also confirmed that 67.92% of major applications were addressed

Planning Committee

25 August 2010

within 13 weeks; 74.67% of minor applications were addressed within 8 weeks; and that 83.87% of other category applications were addressed within 8 weeks.

**Wind Turbine Applications:**

The Chair of Planning confirmed that good progress was being made by the consultants working on the wind turbine applications and they are on target to report back to the Planning Committee in Autumn 2010.

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**Planning Applications Received**

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

**Application: 2010/0386/COU**

**Location: Lowfield Farm, Hillam**

**Proposal: Change of use of land to showpeoples' quarters**

The Head of Service – Development Services explained to the Committee that new documentation had been received by both officers and councillors and that it was necessary for the application to be deferred to allow North Yorkshire County Council engineers to comment on the highways issues raised in the new information. The Solicitor also confirmed the position and agreed with the recommendation to defer.

**Resolved:**

**That the application be deferred pending consideration of the new information received.**

**Application: 2010/0427/FUL**

**Location: Selby War Memorial Hospital, Doncaster Road, Selby**

**Proposal: Temporary vehicular access from Green Lane onto site**

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

The Senior Planning Officer confirmed the position of the access road and that the applicant is willing to look into a traffic management scheme for the duration of the work. It was also confirmed that 1 tree would be felled as a result of the existing planning consent received.

**Resolved:**

**(i) That the application be approved subject to the conditions detailed in the report, including an amendment to condition 1 to give 31 March 2011 as the date for closure; and**

**(ii) Additional informatives to inform the applicant of the comments of Yorkshire Water and to advise discussion with North Yorkshire Highways in regards to temporary Parking restrictions on Green Lane.**

**Application: 2010/0603/FUL****Location: Darrington Quarries Ltd, Cridling Stubbs****Proposal: A 50m guyed mast to measure wind speed and direction. 4 sets of guy wires anchored to the ground anchors at a radius of 25m from the base of the mast. Attached to the mast are 3 sets of wind anemometry instrumentation. The mast will be erected for a period of up to 24 months.**

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

**Public Speaker – John Denison (Objector)**

- Development would have a negative effect on existing residents with 1km.
- Unacceptable noise levels and the failure of the UK government to reassess guideline levels.
- Academic research had been undertaken into the issue, but nothing had been commissioned for the UK.
- Problems with turbines such as shadow flicker and potential collapse/debris scattering.
- Such applications should be part of the precautionary principle.

The Senior Planning Officer confirmed that Burn Gliding Club had not responded to the consultation.

**Resolved:****That the application be approved subject to the conditions detailed in the report.**

**Application: 2008/1060/FUL**

**Location: Heck Hall Farm, Heck and Pollington Lane, Heck**

**Proposal: Erection of a detached dwelling with detached garage to replace existing caravan, following the demolition of office buildings.**

The Principal Planning Officer presented the report and highlighted salient points for the consideration of the Committee. This included a summary of the conflicts highlighted in the report.

The Principal Planning Officer confirmed that the drainage issue was being reviewed by the applicant and explained that any reassessment of the proposed location of the development would impact on the countryside.

The Principal Planning Officer clarified condition 3 for the Committee.

**RESOLVED:**

**That the application be approved subject to the conditions detailed in the report.**

**Application: 2010/0456/FUL****Location: Marybern, Green Lane, Stutton****Proposal: Erection of a detached dwelling with integral garage following the demolition of existing property.**

The Senior Planning Officer presented the report and highlighted salient points for the consideration of the Committee, confirming that a site visit had been undertaken on Monday 23 August 2010 where the dimensions, features and footprint of the proposed new build were indicated.

The Senior Planning Officer confirmed that the materials used would be natural stone and that a condition relating to building materials is included within the report. Also, it was noted that existing stone/slates would be reused in the new dwelling as and when possible.

The Senior Planning Officer confirmed that the proposed dwelling was in keeping with the character of the village and that the approach of the applicant towards the protected beech tree met British Standards.

**Public Speaker – Graham Hunter (Applicant)**

- A longstanding resident of the village
- The proposal is to move their family into the new dwelling – therefore not a commercial venture
- Design is sympathetic in character and in keeping with the village
- Supportive neighbours
- Plans were amended to take into consideration the Beech tree on the site and tree maintenance has been agreed
- The issue of the bats has been addressed

**Resolved:****That the application be granted subject to the conditions detailed in the report.**



**Application: 2010/0390/COU****Location: Phoenix Electrical, Hull Road, Hemingbrough****Proposal: Retrospective application for the change of use of 2 agricultural buildings to class B2 industry and B8 warehousing and retention of 2 storage containers.**

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

Public Speaker – Councillor Kathleen McSherry (Ward Councillor)

- Work undertaken at the site is at unsocial hours with noise and light pollution
- No change of use application has ever been received by the Planning Committee from the site owner
- The local conservation area has been impacted upon by the workers at the site
- Bats, water voles and crested newts are present adjacent to the site
- Potential of pollution and littering
- No employment of local labour
- Detrimental impact on the local residents

Public Speaker – Martin Senior (Parish Council)

- An enforcement notice and a police nature protection order had been presented in the recent past to the site owner
- The issue of bats
- The barns in question are very close to the conservation area
- Risk to wildlife
- Work has begun at the site prior to any planning approval being sought
- Complaints from residents regarding noise, lights, foul language, fires and chemical pollution
- Parking obstruction issues and traffic increases

Public Speaker –Margaret Longhorn (Objector)

- Unauthorised use of the site since 2008
- Hours of operation, noise and pollution are key issues of concern
- Applicant has not met the planning enforcement notice issued
- Residents find the site detrimental
- Ponds are not displayed on the plans to indicate proximity
- Litter and debris issues
- Pollution could impact upon the water course
- No screening of the site has been undertaken
- Increased traffic
- No benefit for the local community in terms of jobs or amenity

Public Speaker – Melissa Madge (Agent)

- The application is retrospective
- The applicant is the former farmer at the site and still retains farmland adjacent
- Not aware of any further complaints regarding the site since initial concerns had been addressed
- The planning guidelines support the change of use for the buildings
- The adjacent road is already busy with traffic
- The site would not be detrimental to wildlife and no concerns had been raised by Natural England
- The hardcore at the site has always been there
- The noise survey raised no concerns
- Litter and language can be addressed by the applicant following approval

The Senior Planning Officer confirmed that industrial use and manufacturing use are the stated aims and that the retail element forms only an ancillary component. Any expansion of the retail element would require planning permission.

The Chair of Planning proposed that the application be deferred pending a site visit and further reports.

**Resolved:**

**(i) That the application be deferred pending a site visit;**

**(ii) A report being received from Planning Enforcement regarding action taken/not taken; and**

**(iii) A report from Environmental Health**

**Application: 2009/0474/FUL****Location: Windy Ridge, Howden Road, Barlby****Proposal: Erection of 9 dwellings following demolition of existing dwelling.**

The Senior Planning Officer presented the report and highlighted salient points for the consideration of the Committee. As part of the update, the Senior Planning Officer confirmed the existing consent for the site, the expanded scheme and the property numbers involved.

**Public Speaker – John Wyatt (Agent)**

- The application has been with the Planning Department for over a year and the change to PPS3 to reclassify the proposed development site as green field has been unfortunate
- The expanded scheme sits better in the site
- The applicant has agreed to invest in the upgrade of recreational facilities in the area
- The proposal provides much needed housing
- There is enough evidence to suggest the overriding of policy H2A

The Chair of Planning confirmed the change to PPS3 issued recently by the Secretary of State. It was also confirmed that an interim policy and consultation was being planned for September/October 2010 to address the change and the impact it has had upon applications.

The Manager of Development Management confirmed that the applications caught up in the change to PPS3 had been communicated with by Council officers.

The Solicitor confirmed that any decisions taken by the Planning Committee must be in accordance with the current policy.

**Resolved:****That the application be refused for the reasons detailed in the report.**

189

**Application: 2009/0475/TPO**

**Location: Windy Ridge, Howden Road, Barlby**

**Proposal: Application for consent to carry out works to trees within TPO 3/2007 and felling of tree T7 (Dawn Redwood).**

The Senior Planning Officer presented the report and highlighted salient points for the consideration of the Committee. It was also confirmed that the TPO application was linked to the proposed development.

**Resolved:**

**That the application be approved subject to the conditions detailed in the report.**

190

**Application: 2009/0412/FUL**

**Location: Manor Farm, Little Fenton, Sherburn in Elmet**

**Proposal: The erection of a single wind turbine on an 18m tower**

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

**Resolved:**

**That the application be granted subject to the conditions detailed in the report.**

**Application: 2010/0089/FUL**  
**Location: Carr Lane, Escrick**  
**Proposal: Erection of a detached dwelling with carport.**

The Planning Officer presented the report and highlighted salient points for the consideration of the Committee, which included reading out the comments received from an objecting public speaker who was unable to attend the Committee.

The Planning Officer confirmed that reason 2 in the report would need to be amended to state that little evidence rather than no evidence had been received.

Public Speaker – Michael Luscombe (Applicant)

- The applicant is a longstanding resident of Escrick
- The proposal will not harm the character of the area
- The trees present are in poor health and the proposal will replant 11 new trees
- Other properties built in the 1960s/70s represented uncharacteristic features of the area
- No local objections to the site other than in relation to the proposed removal of the existing trees.
- Members had not undertaken a site visit

The Planning Officer confirmed that the proposal was inside the development limits of Escrick and was contrary to policy H2A given that the site is classified as green field. It was also confirmed that the landscaping scheme proposed by the applicant was not acceptable.

**Resolved:**

**(i) That the application be refused for the reasons detailed in the report; and**

**(ii) That reason 2 be amended to state that little evidence had been received rather than no evidence**

192

**Application: 2010/0368/COU**  
**Location: 47 Brook Street, Selby**  
**Proposal: Change of class use from an A1 shop to an A5 hot food takeaway.**

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

**Resolved:**

**That the application be refused for the reasons detailed in the report.**

193

**Application: 2010/0504/FUL**  
**Location: Castle Farm, Paradise Lane, Hazelwood**  
**Proposal: Erection of an amenity block, providing racing administration office, tack room, storage and drying room and changing facilities.**

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

The Principal Planning Officer reminded the Committee of the decision making process and criteria in relation to the green belt development and GB2 of the Selby Local Plan.

In the absence of the case officer, the Committee proposed a deferment pending a site visit.

**Resolved:**

**That the application be deferred pending a site visit.**

194

**Application: 2010/0229/HPA**  
**Location: Old Manor House, Bilbrough**  
**Proposal: Proposed 2 storey extension to the front.**

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

The Senior Planning Officer confirmed that the heritage aspects of the site were covered in the listed building consent accompanying the application.

The applicant confirmed that the features indicated in the report were to be retained.

**Resolved:**

**That the application be granted subject to the conditions detailed in the report.**

195

**Application: 2010/0230/LBC**  
**Location: Old Manor House, Bilbrough**  
**Proposal: Proposed 2 storey extension to the front and external/internal alterations.**

The Senior Planning Officer presented the report and highlighted salient points for the consideration of the Committee, including the additional condition for the retention of the historical features such as the date stone.

**Resolved:**

**That the application be approved subject to the conditions detailed in the report, including the application of an additional condition relating to the date stone being retained.**

196

**Planning Appeal Decision Received between 6 July 2010 and 4 August 2010**

The Chair of Planning introduced the report and drew the attention of the Committee to the decision in relation to the Land North of Border Farm.

**Resolved**

**That the report be noted.**

The meeting closed at 6.52pm.

SELBY DISTRICT COUNCIL

**MINUTES**

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 22 September 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

236	Apologies for Absence and Notices of substitution
237	Declarations of Interest
238	Minutes – 25 August 2010
239	Chair's Address to the Planning Committee
240	Budget Exceptions to 31 July 2010
241	Tree Preservation Order – 02/2010 Londesborough Arms Hotel, Market Place, Selby
242	Planning Application – 2010/0112/COU Haulage Yard, Hazel Old Lane, Hensall
243	Planning Application – 2010/0474/HPA Woodhouse Cottage, Haddlesey Road, Birkin
244	Planning Application – 2010/0258/OUT 50 West Park, Selby
245	Planning Application - 2010/0333/OUT Old Vicarage Lane, Monk Fryston
246	Planning Application – 2010/0464/HPA Woodsend Cottage, Lilac Avenue, Appleton Roebuck
247	Planning Appeals Decisions Received between 5 August 2010 and 3 September 2010

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, I Chilvers, Mrs D Davies, J Deans, Mrs C Goodall, D Mackay, J McCartney, Mrs E Metcalfe, C Pearson, S Ryder (sub for W Inness), S Shaw-Wright

Officials: Head of Service – Development Services, Manager of Development Manager, Senior Planning Officer x2, Planning Officer x2, Solicitor to the Council, Overview and Scrutiny Coordinator, Public Speaking Officer

Also in Attendance: 4 Public Speakers (Councillor Gillian Ivey, Dr Mary Laurensen, Mr Peter Wilson and Mr David White)

Public: 6  
Press: 0

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



Apologies were received from Councillors W Inness

Substitute Councillors were S Ryder (sub for W Inness)

237 **Disclosure of Interest**

No disclosures of interest were received.

238 **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Planning Committee held on 25 August 2010 be confirmed as a correct record and be signed by the Chair.**

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

The Chair informed councillors of the following issues:

Training:

No specific or formal training is planned for the coming months, but the Chair suggested that some wind farm training might be necessary given the upcoming applications

Policies:

The Selby Core Strategy and Local Development Framework (LDF) is due to be submitted to the Secretary of State in Spring 2011 and Selby District Council will be reviewing interim policies on greenfield and brownfield definitions in the light of proposals from the Coalition Government relating to garden developments.

Pre-application advice:

Proposals are being considered by the Policy and Resources Committee in September 2010 to begin charging for pre-application advice.

240

**Budget Exceptions Report to 31 July 2010**

The Head of Service – Development Services presented the report and highlighted the salient features.

**Resolved:**

**That the report be approved**

241

**Tree Preservation Order - Confirmation**

Tree Preservation Order Number: 02/2010

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

It was explained that the survey found no evidence of movement in relation to neighbouring properties.

**Resolved:**

**That the under-mentioned Tree Preservation Orders be confirmed as unopposed orders:**

Londesborough Arms Hotel, Market Place, Selby, North Yorkshire, YO8 4NS.

## Planning Applications Received

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

### **Application: 2010/0112/COU**

**Location: Haulage Yard, Hazel Old Lane, Hensall**

**Proposal: Change of use from agricultural land to caravan storage area B8**

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

The Senior Planning Officer explained that the conditions would include amendments and the addition of an informative.

- Condition 2 should read 'Drawing 040a' rather than '040'.
- The removal of Condition 3 as it is no longer necessary.
- Condition 5 should read 'Drawing 040a' rather than '040'.
- Condition 6 amended to include a submission period of 3 months from date of determination. And amend criterion iii to include a timescale of 12 months for implementation of the approved scheme.
- The addition of a condition to remove permitted development rights for the erection of further fences to the applications site as outlined in the report.
- A suitable informative should be attached to inform the applicant that the decision does not include the erection of CCTV and Lighting pillars, that the retention of those on site would require a separate planning approval.

### Public Speaker – Dr Mary Laurenson (Objector)

- The application was retrospective.
- The initial application was for 143 caravans and the proposed increase was excessive.
- Noise and traffic were issues for the residents.
- The area developed is larger than originally requested in the initial application.
- Lack of compliance in terms of operating hours.
- Landscaping requirements have not been fully complied with at the site.
- No environmental checks had been undertaken regarding contaminated land and health risks to residents.
- The issue of the legality of razor wire being used on the site.
- Maintenance and servicing is being carried out on the site.
- 60% increase in capacity will cause additional nuisance.

Public Speaker – Councillor Gillian Ivey

- Speaking on behalf of the residents of Hensall objecting to the proposals.
- The immediate area of Hensall now has 2 caravan storage facilities.
- Evidence of failure to comply fully with original planning conditions.
- Increased traffic along Hazel Old Lane will cause nuisance for the residents.
- A travel plan could be put in place to direct traffic from the site around the back of Eggborough Power Station rather than passed the houses on Hazel Old Lane.

Public Speaker – Mr Peter Wilson (Agent)

- Refuted claims of abuse and intimidation on the part of his client.
- The business is currently operational and conditions have been satisfied with the exception of 2 small areas of bunding.
- The land considered in this application had not been used in any way prior to approval being sought.
- There would be a slight increase in traffic in the area, but not to the extent suggested by objectors.
- The applicant supported the management of traffic approaching and leaving the site to avoid going passed the residential properties.
- The visual amenity of the site will improve when the trees/shrubs have matured to obscure the security fencing.

The Chair of Planning explained that a site visit had taken place on Monday 20 September 2010 and issues relating to bunding gaps and the erection of security cameras/lights were addressed to the applicant.

The Solicitor to the Council agreed to look into the legality of razor wire used at the site and would respond to the Planning Committee in due course. It was explained that it would be a planning enforcement issue should it be deemed to be illegal.

The Senior Planning Officer explained that concerns over operating hours would need to be assessed by planning enforcement if objections are raised. The Chair of Planning explained that concern for the residents encouraged the original application to be conditioned with operating hours.

The Manager of Development Management explained that any signage relating to operational hours would not be dealt with by the Planning Committee, but it could be included as an advisory in the recommendations.

**Resolved:**

**That the application be approved subject to the conditions outlined in the report and amendments to the conditions approved by the Planning Committee.**

Planning Committee  
22 September 2010

**Application: 2010/0474/HPA****Location: Woodhouse Cottage, Haddlesey Road, Birkin****Proposal: Retrospective application to replace existing wooden conservatory with new Victorian style UPVC conservatory**

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

The Planning Officer explained the policies in relation to housing extensions and proportionate development, detailing that the current proposals would represent a 122% increase in property floor area and a 93% increase in property volume.

**Public Speaker – Mr David White (Applicant)**

- Improvements had been completed over a period of 20 years.
- Misled by planning advice received from Selby District Council regarding any potential problems.
- The greenbelt incursion on the site is negligible and the application should receive a special exemption.
- The proposed development is not inappropriate or damaging to the amenity.
- The garden area for the development is fully obscured by trees and bushes and it is not detrimental.
- The nearest neighbour has provided support for the application.
- The improvement will only enhance the property and a site visit was suggested.

The Planning Officer confirmed that the area is greenbelt and the proposal was outside the development limits for Birkin.

The Chair of Planning reminded the Committee that there was a need to apply the existing policies in relation to such an application.

**Resolved:****That the application be refused for the reasons indicated in the report.**

244

**Application: 2010/0258/OUT**  
**Location: 50 West Park, Selby YO8 4JL**  
**Proposal: Residential development within the curtilage of 50 West Park and Everley**

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

An amendment note to the report was circulated to the Planning Committee in relation to information from the Environment Agency.

The Planning Officer confirmed the planning history since 2007 in relation to the site and also explained that the flood zones had been changed since the original application in 2008 and that the site was classed as a garden and therefore categorised as greenfield.

**Resolved:**

**That the application be refused for the reasons indicated in the report.**

245

**Application: 2010/0333/OUT**  
**Location: Old Vicarage Lane, Monk Fryston**  
**Proposal: Outline application for the erection of one dwelling**

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

The Planning Officer provided additional information from the Highways Agency and North Yorkshire County Council Highways in relation to the A63.

The Chair of Planning confirmed that the proposed site was Greenfield, greenbelt and outside development limits.

**RESOLVED:**

**That the application be refused for the reasons indicated in the report.**

246

**Application: 2010/0464/HPA**  
**Location: Woodsend Cottage, Lilac Avenue, Appleton Roebuck**  
**Proposal: First floor rear extension over lounge**

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

The Senior Planning Officer clarified the development history of the site and explained that it had been subject to a site visit by the Planning Committee on Monday 20 September 2010.

The Senior Planning Officer confirmed the dimensions of the proposed extension and that shadowing would occur.

**Resolved:**

**That the application be refused for the reasons indicated in the report.**

247

**Planning Appeals Decisions Received between 5 August 2010 and 3 September 2010**

The Chair of Planning introduced the report.

**Resolved:**

**That the report be noted.**

The meeting closed at 5.58pm.

## SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on Monday 6 September 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

### Minutes

199	Minutes
200	Procedure
201	Guidelines for Hardship
202	Chair's Address to the Licensing Committee
203	Private Session
204	Complaint About Behaviour of Private Hire Operator
205	Complaint About Behaviour of Private Hire Operator
206	Complaint About Behaviour of Hackney Carriage Driver
207	Application for a Hackney Carriage Licence
208	Application for a Hackney Carriage Licence

Present: Councillor R Sayner in the Chair

Councillors: Mrs D Duckett, Mrs B Marshall, K Ellis, Mrs P Mackay, J McCartney, Mrs K McSherry, Mrs S Ryder, Mr R Sweeting (*substitute for Mrs J Dyson*) and Mrs D White.

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

#### 197 **Apologies for Absence and Substitution**

Apologies were received from Councillor Mrs J Dyson

Substitute Councillor was R Sweeting (*substituting for J Dyson*)

#### 198 **Disclosure of Interest**

There were none.

#### 199 **Minutes**

##### **Resolved:**

**That the minutes of the proceedings of the meeting of the Licensing Committee held on Monday 7 June be confirmed as a**

Licensing Committee  
06 September 2010



**correct record and be signed by the Chair.**

200 **Procedure**

**Resolved:**

That the Procedure be noted.

201 **Guidance for Hardship**

**Resolved:**

That the Guidelines be noted.

202 **Chair's Address to the Licensing Committee**

The Chair informed the committee that the final item on the agenda (Complaint About Behaviour of Hackney Carriage Driver) has been deferred until the next Licensing Committee meeting.

The Chair also explained that the next meeting would no longer be held on the 4<sup>th</sup> October 2010 as previously scheduled but would now take place a week later on 11<sup>th</sup> October 2010, remaining at 10.00am in Committee Room 2 of the Civic Suite.

203 **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.**

204 **Complaint About Behaviour of Private Hire Operator**

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a Private Hire Driver for parking a Private Hire Vehicle on a Hackney Carriage stand.

Councillors were asked to consider whether the individual was a fit and proper person to be licensed as a Private Hire Driver and Operator.

The Licensing Enforcement Officer outlined the details of the case.

The Driver/Operator gave an explanation of the circumstances

surrounding the incident which had led to the complaint and answered councillors' questions.

**Resolved:**

**That the Committee considers the individual to be a fit and proper person to be a licensed Private Hire Operator but will be issued with a written warning for the conduct of parking a Private Hire Vehicle on a Hackney Carriage stand.**

205

**Complaint About Behaviour of Private Hire Operator**

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a Private Hire Driver and Operator, for using a Private Hire Vehicle after it had failed a vehicle inspection and was prohibited from use until the faults identified had been corrected.

Councillors were asked to consider whether the individual was a fit and proper person to be licensed as a Private Hire Driver and Operator.

The Licensing Enforcement Officer outlined the details of the case.

The Driver/Operator gave an explanation of the circumstances surrounding the incident which had led to the complaint and answered councillors' questions. He explained that he was under the impression it was okay to continue to drive the vehicle in question because he had become confused over the procedure as a result of not reading the letter properly.

**Resolved: That;**

- **The Committee considers the individual to be a fit and proper person to be a licensed Private Hire Operator but will be issued with a written warning for the conduct of using a Private Hire Vehicle after it had failed a vehicle inspection.**
- **The letter issued by the Licensing Department informing drivers of a failed annual inspection will be revised to clarify the point that as a consequence of its failure the vehicle should not be used on the road until it passes the inspection.**

206

**Complaint About Behaviour of Hackney Carriage Driver**

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a Hackney Carriage Driver in respect of an allegation that the driver had used insulting words or disorderly

behaviour within the hearing or sight of a passenger likely to cause harassment, alarm or distress to that person whilst being transported in a Hackney Carriage.

Councillors were asked to consider whether the individual was a fit and proper person to be licensed as a Hackney Carriage Driver.

The Licensing Enforcement Officer outlined the details of the case and read out the contemporaneous notes of the driver's interview.

The Driver gave an explanation of the circumstances surrounding the incidents which had led to the complaint and answered councillors' questions.

**Resolved:**

**That the Committee considers that it has reasonable cause to come to the decision that the individual is not a fit and proper person to be licensed as a Hackney Carriage Driver and his licence be withdrawn.**

**For the following reasons: That;**

- i) The driver agreed with the contents of the Licensing Enforcement Officers report with the exception of the date he started driving and confirmed the accuracy of his interview with the Licensing Enforcement Officer.
- ii) The Licensing Committee formed the view from the evidence that;
  - the words were insulting, made within the hearing of the complainant and caused distress,
  - it was inappropriate behaviour to discuss sexual matters,
  - there was apparent inability from the Driver to understand that comments can offend and cause anger and distress.
- lii) The Licensing Committee balanced the rights of the individual and the community at large.

207

**Application for a Hackney Carriage Licence**

Councillors received the report of the Licensing Enforcement Officer for the grant of a Hackney Carriage Licence for a Mercedes C220 saloon car, a vehicle not fully accessible to the disabled.

The Licensing Enforcement Officer outlined the details of the case.

The Driver concerned outlined his reasons for the application.

Councillors considered the application against the Council's Guidelines on Hardship and resolved to grant a licence for a vehicle, which was not fully accessible to the disabled.

**Resolved:**

**That the application for a Hackney Carriage Licence for a vehicle not accessible to the disabled be granted on the grounds of financial hardship.**

208

**Application for a Hackney Carriage Licence**

Councillors received the report of the Licensing Enforcement Officer for the grant of a Hackney Carriage Licence for a Ford Mondeo, a vehicle not fully accessible to the disabled.

The Licensing Enforcement Officer outlined the details of the case.

The Driver concerned outlined his reasons for the application.

Councillors considered the application against the Council's Guidelines on Hardship and resolved to grant a licence for a vehicle, which was not fully accessible to the disabled.

**Resolved: That;**

- i) The application for a Hackney Carriage Licence for a vehicle not accessible to the disabled be granted on the grounds of financial hardship.**
- ii) The applicant was advised that in the event of any claim for hardship on any subsequent occasion, it will be a material consideration that a previous application was approved on the grounds of hardship and a further request might be more difficult to prove.**

The meeting closed at 12:20pm

Selby District Council

**MINUTES**

Minutes of the proceedings of a meeting of the Economy Board held on **Tuesday 14 September 2010** in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at **4.00pm**.

209	Apologies for Absence
210	Disclosure of Interests
211	Minutes
212	Chair's Address to the Economy Board
213	Budget Exception Report to July 2010
214	Economic Development Activity Update Report – August 2010
215	Selby District Urban Renaissance Programme – Selby Heritage Partnership Scheme
216	Economy Board Performance Indicator Exceptions Report: April 2010 – July 2010
217	Private Session
218	Housing Benefits Overpayment Accounts for Write Off

Present: Councillor D Fagan in the Chair

Councillors: C Pearson, I Chilvers (sub for I Nutt), J Deans, Mrs C Goodall, E Metcalfe, R Sweeting, J Thurlow, D White (sub for Mrs P Mackay)

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

Public: 0

Press: 0

**209 Apologies for Absence and Substitution**

Cllr I Chilvers (sub for Cllr I Nutt) and Cllr D White (sub for Cllr P Mackay).

**210 Disclosure of Interests**

None

**211 Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Economy**

**Board held on 8 June 2010 be confirmed as a correct record and be signed by the Chair.**

212

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

**The Chair of Economy Board raised the following issues:**

#### Tate and Lyle Site

The firm due to take over the Tate and Lyle site had received objections from Sport England regarding their planning application. It was made clear to the Board that the issue had now been referred to the Government Office. The Development Policy Manager explained that the referral is due to the fact that Sport England is a statutory consultee and a response from the Government Office is expected shortly.

#### Job Creation

The Chair of Economy Board highlighted that a national retailer is negotiating for a large warehouse in Sherburn which would create c.500 jobs.

#### Late Item

A late item, the Economy Board Performance Indicator Report – April 2010 to July 2010, was introduced for inclusion on the agenda.

213

### **Budget Exception Report to July 2010**

The Head of Service – Finance presented the report detailing savings and efficiencies.

It was indicated that Selby district Council is currently on track in relation to current and potential savings.

The Head of Service – Finance explained the issue of a £135,000 saving in relation to the payment of housing benefit and the receipt of central government subsidies.

#### **Resolved:**

**That the actions of officers be endorsed and noted the report.**

214

### **Economic Development Activity Update Report – August 2010**

The Development Policy Officer presented the report and highlighted the salient points raised by the data. A positive drop in unemployment levels, an increase in average earnings and a healthy level of enterprise were all indicated. The Development Policy Officer also explained that economic collaboration potential between Selby, Craven and Harrogate was referred

to in the report.

The Development Policy Officer noted that figures expressed in points 4.3 and 4.4 of the report needed revision as they included inaccuracies.

The Development Policy Manager explained that Government has requested that local partners put in growth bids for funding by December 2010 and that it is still unclear as to whether Yorkshire Forward will be replaced by one of four local enterprise partnerships.

The Board discussed the issue of the low carbon agenda and the transport issue in relation to the Leeds City Region that were both outlined in the report.

**Resolved:**

**That the report be noted.**

215

**Selby District Urban Renaissance Programme – Selby Heritage Partnership Scheme**

The Development Policy Manager presented the report and detailed the progress and future of the Heritage Partnership Scheme.

It was noted that there are plans to extend the scheme in terms of time and geography, with an aim to expand to the whole of the Conservation Area. It was concluded that Selby District Council were still waiting to receive a response from English Heritage regarding funding for expansion plans, but that the overall situation was positive.

**Resolved:**

**That the report be noted.**

216

**Economy Board Performance Indicator Exceptions Report: April 2010 – July 2010**

The Head of Service – Finance presented the report, highlighting the changed format as a result of the new performance management system.

It was noted that the 2 indicators shown in the report are the areas of concern, but that the current economic climate had a clear impact upon the figures.

**Resolved:**

**That the report be noted.**

217 **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.**

218 **Housing Benefits Overpayment Accounts for Write Off**

The Head of Service – Finance presented the report regarding the writing off of a debt with no further prospect of recovery.

**Resolved:**

**That the debt write off be approved.**

The meeting closed at 4.37pm



SELBY DISTRICT COUNCIL

**MINUTES**

Minutes of the proceedings of a meeting of the Social Board held on 21 September 2010, at Abbey Leisure Centre, Function Room, commencing at 5.00pm.

219	Apologies for absence
220	Disclosure of interests
221	Minutes
222	Chair's Address to the Social Board
223	Minutes of Leisure Board
224	The Councils Decent Homes Programme
225	Gas Central Heating Overspend
226	Disabled Facilities Grant: Request for Supplementary Estimate
227	Mortgage Rescue Scheme/Repayment of Right to Buy Discount
228	Budget Exceptions to 31 July 2010
229	Performance Indicator Report – April 2010 – July 2010
230	Tenants Participation Strategy 2010
231	Community Centre Review Update
232	North Yorkshire Housing Strategy 2010 – 2015
233	Making Safe
234	Homelessness Priority Need Order Additional Grant 2010 – 2011
235	Rural Exception Site – Appleton Roebuck

Present: Councillor Mrs G Ivey in the Chair

Councillors: I Chilvers, K Ellis, Mrs C Goodall, C Lunn, D Mackay, Mrs C Mackman, Mrs M McCartney and Mrs W Nichols

Officials: Head of Service Housing & Property, Property Services Manager, Housing Strategy and Enabling Manager and Policy & Partnership Officer, Accountancy Services Manager, Principal Accountant and Committee Services Officer.

Observers: Strategic Director, Cllr J McCartney.

Public: Mrs Gibb

Press: 0

219 **Apologies for Absence and Substitution**

Apologies were received from Councillors Ms M Davis and A Pound.

220 **Disclosures of Interest**

None.

221 **Minutes**

**Resolved:**

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

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

The Chair informed the meeting regarding two schemes that had been successful in the National Affordable Housing Programme Yorkshire & Humber Mini Bid Round 2010/2011 which were St Richards Chapel and Appleton Roebuck.

223 **Minutes of the Leisure Board**

The minutes of the Leisure Board were noted.

224 **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. The programme will be finalised on 24 September 2010.

**Resolved:**

**That the report be noted.**

225 **Gas Central Heating Overspend**

A report was submitted by the Head of Housing and Property to outline the reasons for the projected overspend on gas central heating and to explore funding options.

It was explained that due to changes in regulations governing open flue appliances, resulting in boilers and gas fires either being turned off at service or requiring remedial work making them beyond economical repair, an estimated £816,025 will be required to cover increased costs.

Customer safety is paramount and Selby District Council has a duty to

provide adequate and safe heating for our customers. This takes precedence over the budget implications of replacing heating systems.

**Resolved:**

**That the report be noted.**

**Recommended to Policy & Resources Committee that:**

- i) approval be given for the supplementary estimate of £816,000 to fund the work to the Gas Central Heating and Fire appliances and;**
- i) the supplementary estimate is funded from internal borrowing and;**
- ii) additional savings from 2010/11 to 2012/13 be achieved to cover the reduced investment interest earned by the HRA.**

226

**Disabled Facilities Grant Request for Supplementary Estimate**

A report was submitted by the Housing Strategy and Enabling Manager to advise councillors of the current budget position in relation to Disabled Facilities Grant and to request a supplementary estimate to help maintain this mandatory service.

**Resolved:**

**That Social Board recommends a supplementary estimate of £50,000 towards the mandatory Disabled Facilities Grant service.**

**Recommended to Policy and Resources Committee**

**That Policy and Resources Committee approve the funding of the Supplementary Estimate of £43,000 from Capital Receipts and £7,000 from General Fund Revenue Budget savings.**

227

**Mortgage Rescue Scheme/Repayment of Right to Buy Discount**

A report was submitted by the Policy and Partnership Officer to make a recommendation relating to write offs of Right to Buy (RTB) discounts in cases where the Mortgage Rescue Scheme is being progressed.

An amendment to Appendix 1 of the report was requested to read:

The amount of discount to be repaid if a property is sold within 5 years of purchase will be a percentage of the original discount. The amount that must be repaid goes down by one fifth for each year since the purchase.

(For example if the owner sells after one year he must pay four fifths of the original discount.)

### **Recommended to Policy and Resources Committee**

**That Policy and Resources Committee are requested to recommend to Council that where the repayment of a RTB discount is the only barrier to the Mortgage Rescue case proceeding, the Head of Service – Finance, in consultation with the Head of Service – Housing and Property, should have delegated powers to write off the discount on a case by case basis having referred to the guidance issued by the Government.**

228

### **Budget Exceptions to 31 July 2010**

A report was submitted by the Head of Service – Housing and Property with details of budget exceptions to 31 July 2010.

#### **Resolved that:**

- i) councillors endorsed the actions of officers and;**
- ii) the report be noted and;**
- iii) the Social Board budgets be adjusted to reflect the savings expected to be achieved this year as per Appendix B, and that the Councils Medium Term Financial Plan be amended to take account of the projected savings in 2010/11 and 2011/12 where these are not currently allowed for the budget.**

229

### **Performance Indicator Report Apr – July 2010**

A report was submitted by the Head of Service – Housing and Property Services to update councillors on the progress that had been made in 2010/11 on the corporate and statutory National Indicators for which the Committee were responsible.

#### **Resolved:**

**That the report be noted.**

230

### **Tenants Participation Strategy 2010**

A report was submitted by the Policy and Partnership Officer to update councillors on the Tenants Participation Strategy 2010.

#### **Resolved that:**

- i) the report be noted and;**
- ii) that officers continue working on the Action Plan and a copy of the Annual Report is circulated to councillors.**

231

### **Community Centre Review Update**

A report was submitted by the Policy and Partnership Officer to update members on progress following their recommendations in April 2010 .

It was recommended that Womersley and Kellington centres are closed, that the management of the Anne Sharpe Centre be transferred to the doctors surgery through a service level agreement subject to resident consultation and the remaining nine centres, Coultish Centre, Lady Popplewell Centre, Calcaria House, Cunliffe Centre, Harold Mills Centre, Rosemary House, Kelcbar, Eggborough and South Milford be retained in local authority management.

It was explained that there would be a centralised booking system for the remaining nine centres.

The Chair invited Mrs Gibb, a member of the public to speak on behalf of the Kelcbar Centre.

#### **Resolved that:**

- i) the centre at Womersley be closed and sold on the open market and;**
- ii) Kellington centre be closed and converted to a residential unit.**
- iii) the management of the Anne Sharpe Centre be transferred to the doctors surgery through a service level agreement subject to resident consultation and;**
- iv) the remaining nine centres remain as local authority managed centres.**

#### **Recommended to Policy and Resources Committee that:**

- i) approval be granted for a supplementary estimate of £18,000 (to be financed by HRA balances) to enable the required works to commence this financial year with regard to the conversion of the Kellington Centre into a residential unit and;**
- ii) approval for the disposal of Womersley Centre.**

232

### **North Yorkshire Housing Strategy 2010 – 2015**

A report was submitted by the Housing Strategy and Enabling Manager to advise councillors of the publication of the North Yorkshire Housing Strategy to cover the period 2010 – 2015.

**Resolved that:**

- i) the report be noted and;**
- ii) a Selby Local Action Plan will take into account the resolutions from Policy and Resources and Council on 27 July 2010 with regard to the local and historic needs of Showpeople, Gypsies and Travellers.**

233

### **Making Safe**

A report was submitted by the Policy and Partnership Officer to report on progress of the Making Safe Project and recommend the extension of the tenancy at Church Walk, Selby.

**Resolved:**

**That approval be given for the extension of the tenancy at Church Walk, Selby to Foundation Housing for the Making Safe Project.**

234

### **Homelessness Priority Need Order Additional Grant 2010 – 11**

A report was submitted by the Policy and Partnership Officer to recommend a spend for a temporary Housing Options Clerical Assistant post for six months.

**Resolved that:**

- i) funding be approved for the temporary Housing Options Clerical Assistant post and;**
- ii) a report is submitted in three months as to whether this post would need to be extended for a further six months.**

235

### **Rural Exception Site – Appleton Roebuck**

A report was submitted by the Head of Service – Housing and Property to inform councillors of the proposal to develop a ten unit affordable housing exception site in Appleton Roebuck and to request in principle approval for the demolition of two Council owned bungalows to facilitate the access to the development.

**Recommended to Policy and Resources committee**

**That they approve the demolition of two Council owned bungalows in order to facilitate the development of ten affordable homes at West End Ave Appleton Roebuck and in exchange Broadacres HA provide within the new development a two bedroomed bungalow at no cost to the Council.**

The meeting closed at 7.52pm

## SELBY DISTRICT COUNCIL

### MINUTES

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on Thursday 23 September 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00 pm.

248	Apologies for Absence
249	Disclosures of Interest
250	Minutes – 17 June 2010
251	Chair’s Address to the Overview and Scrutiny Committee and Work Programme
252	Report from North Yorkshire Police Authority – The Policing Pledge and Performance Indicators
253	Overview and Scrutiny Committee Performance Indicator Exceptions Report: April 2010 – July 2010
254	Written Response from the Media and Corporate Communications Manager Regarding the Voluntary Organisations Task and Finish Group Report
255	Response from the Monitoring Officer Regarding the Future of Standards Board
256	The State of Area Address Consultation Report 2010
257	Suggestions for Task and Finish Groups
258	Questions to the Chief Executive

Present: Councillor J McCartney in the Chair

Councillors: J Cattanach, Mrs J Dyson, Mrs M Hulme, B Marshall, Mrs K McSherry, Mrs S Ryder and Mrs A Spetch.

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

Attendees: Policy Officer – Community Engagement and Development, Business Analyst, Chief Inspector Anderson of North Yorkshire Police – Commander of the Selby District, North Yorkshire Police Authority Scrutiny Officer

Observers: Committee Services Officer

Public: 0

Press: 0



248 **Apologies for Absence**

Apologies were received from Councillors W Inness, Mrs S Duckett and R Sayner.

249 **Disclosure of Interest**

None were received.

250 **Minutes**

**RESOLVED:**

**That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on Thursday 17 June 2010 be confirmed as a correct record and be signed by the Chair.**

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

The Chair explained that the Committee is due to meet with Nigel Adams MP on 4 November 2010. It was noted that any questions should be forwarded to the Overview and Scrutiny Coordinator in order for them to be collated and then sent to Nigel Adams MP in the next 2 weeks.

252 **Report from North Yorkshire Police Authority – The Policing Pledge and Performance Indicators**

Chief Inspector Anderson presented the report and highlighted the salient features for the attention of the Committee.

Selby still retained a good level of crime reduction, which was especially pleasing given the current socio-economic climate. The Chief Inspector explained that Selby had come top when compared to the 16 other force areas in our Crime and Disorder Reduction Partnership (CDRP) grouping.

The Chief Inspector indicated that scrap metal thefts were a key issue for the Selby force, whilst the Community Engagement Forums and the Joint Action Groups (JAGs) had helped to raise the awareness of rural crime linked with the success of Operation Jumbo.

The Chief Inspector informed the Committee that additional policing personnel had joined the Selby force, but that no further increase in police numbers would be available for the next four years in line with the North Yorkshire Police recruiting policy.

The Chief Inspector explained that anti-social behaviour (ASB) is a focus

for Selby and efforts had been made to tackle what is actually a wide range of behaviour and activity. The police had also focused on:

- The Vulnerable and Concerned initiative in Selby which will eventually be rolled out across North Yorkshire.
- The 'Get a Grip' initiative has also been aimed at encouraging police officers in Selby to deal directly with ASB as it arises.
- Safer Neighbourhood Teams, Police Community Support Officers and designated Community Officers had already made positive inroads into dealing with ASB.

The Chief Inspector explained that wildlife crime was being targeted by the force, concluding that there was good support from the farmers and the rural communities, with signage to deter poaching along with the continuation of the successful Farm Watch scheme.

The Committee explained that given the proposed cuts to available resources in the forthcoming spending review, they would not wish to see the reduction in the scope and number of Neighbourhood Policing Teams.

The North Yorkshire Police Authority (NYPA) Scrutiny Officer explained that the NYPA will be replaced by an elected police commissioner and an appointed Crime and Police Panel from May 2012.

In conclusion, the Chief Inspector informed the Committee that Sherburn police station was due to re-open, staffed by trained volunteer personnel following the Eggborough model.

**Resolved:**

**That the representative from North Yorkshire Police and the NYPA be thanked for their report and attendance.**

253

**Overview and Scrutiny Committee Performance Indicator Exceptions Report: April 2010 – July 2010**

The Business Analyst presented the report and highlighted salient points for the attention of the Committee.

The Business Analyst explained that the new financial management system has had an impact on the invoice process and action has been undertaken with regards to training on the system.

Council Tax and Rent Collection rates were noted as subject to external economic forces.

The Business Analyst explained that the General Fund Savings were being dealt with and that the three areas performing well in the authority

were customer Services, Streetscene and Community Safety. Councillors queried the effectiveness of Enterprise and the Business Analyst agreed to raise the concerns expressed following the meeting.

**Resolved:**

**That the Performance Indicator Exceptions report be noted.**

254 **Written Response from the Media and Corporate Communications Manager Regarding the Voluntary Organisations Task and Finish Group Report**

The Overview and Scrutiny Coordinator presented the response from the Media and Corporate Communications Manager.

The Committee requested that, as per the suggestion in the response, the Media and Corporate Communications Manager should contact the Selby district Association of Voluntary Services (AVS) in order to discuss the possibility of creating an insert to raise the profile of voluntary and community groups in the district.

255 **Response from the Monitoring Officer Regarding the Future of Standards Board**

The Overview and Scrutiny Officer presented the response from the Monitoring Officer.

The Overview and Scrutiny Officer informed the Committee that details on the future of the Standards Board that appeared on the Local Government Association website would be forwarded to the Committee in due course.

256 **The State of Area Address Consultation Report 2010**

The Policy Officer – Community Engagement and Development presented the consultation report and highlighted salient features regarding responses to the Council priorities.

Policy Officer – Community Engagement and Development explained that c.11% response rate had been achieved which was higher than previous years. It was also explained that costing for the consultation process came out of existing budgets and that an exact figure could be presented to the Committee at a later date.

**Resolved:**

**That the Committee note the report.**

257

### **Suggestions for Task and Finish Groups**

The Overview and Scrutiny Coordinator introduced a number of suggested topics to be considered as Task and Finish Groups. Feedback and any suggestions from the Committee would be discussed at the next meeting in November 2010.

The Committee requested that Arriva be contacted to attend a future meeting of Overview and Scrutiny in order to answer questions relating to transport changes planned for Selby due to the removal of financial subsidies from North Yorkshire County Council. The Overview and Scrutiny Coordinator agreed to look into the possibility of Arriva being available to attend.

258

### **Questions to the Chief Executive**

No questions were put forward for the attention of the Chief Executive.

The meeting closed at 6.34pm.

SELBY DISTRICT COUNCIL

**MINUTES**

Of the proceedings of a meeting of the STANDARDS COMMITTEE held on 21 July 2010, at 5.00pm, in Committee Room 2, The Civic Centre, Portholme Road, Selby

150	Apologies for absence
151	Disclosure of Interests
152	Minutes
153	Chair's Address to the Standards Committee
154	Time of Commencement of Meetings
155	Standards Annual Assembly 2010
156	Parish Council Training Programme
157	Public Targeted Leaflet
158	Updated Monitoring Report

Present: Mrs W Stables (Chair),  
Councillor Mrs K McSherry  
Councillor C Lunn  
Councillor B Crossdale

Officials: Senior Solicitor and Committee Services Officer  
Public: 0  
Press: 0

150 **Apologies for Absence**

Apologies were received from Councillor M Davis, Miss H Putman, Miss B Potts, Mrs J Chappell and the Monitoring Officer.

151 **Disclosure of Interest**

None.

152 **Minutes**

**Resolved:**

**That the minutes of the proceedings of the meeting of the Standards Committee held on 29 March 2010 be confirmed as a correct record and be signed by the Chair.**

153           **Chairs Address to the Standards Committee**

The chair gave no address.

154           **Time of Commencement of Meetings**

It was agreed that all future meetings should commence at 5.00pm and be held on a Monday evening.

155           **Standards Annual Assembly 2010**

Due to changes within Central Government the annual assembly has been cancelled.

156           **Parish Council Training Programme**

A report was received from the Senior Solicitor outlining the training programme for all Town and Parish Councils. The first event, sometime in October 2010 includes two sessions, one from 4.00pm – 6.00pm delivered by the Yorkshire Local Councils Association on Administrative Best Practice and from 6.30pm – 8.30pm delivered by the District Council on Councillor Code of Conduct. It was recommended that a £10.00 charge per person towards the costs for the training sessions be approved. Further training to existing and prospective Town and Parish Councillors is proposed for sometime in Spring 2010.

It was reported that in relation to SDC2010004 training had been arranged for 20 September 2010 with Yorkshire Local Councils Association.

**Resolved:**

**That a charge of £10.00 be made for the first training session offered in October, however if Parish Council participation is low this charge will be reviewed prior to a further training session.**

157           **Public Targeted Leaflet**

A report was received from the Senior Solicitor outlining the revised Complaint Form and Guidance Document.

**Resolved:**

**That the new Complaint Form and Guidance Document be endorsed for future use.**

**Updated Monitoring Report**

A report was received from the Senior Solicitor presenting the current case monitoring report up to the end of June 2010.

**Resolved:**

**That the report be noted.**

**Any Other Business**

Resignation had been received from Miss B Potts and Mrs J Chappell.

It was agreed that Mr T Clay, the reserve member of the Standards Committee, would be asked if he would like to join the Standards Committee as an independent representative.

It was noted that a advertisement would need to be organised for a replacement Parish Council representative.

It was agreed that a new chair and vice chair would be appointed at the next Standards Committee meeting on the 11 October 2010.

The meeting closed at 5.28pm.

## SELBY DISTRICT COUNCIL

### MINUTES

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 28 September 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

259	Apologies for absence
260	Disclosure of interests
261	Minutes
262	Chair's Address to the Policy and Resources Committee
263	ICT Strategy Working Group Minutes
264	The Revised Constitution Task and Finish Group
265	Discretionary Rate Relief Panel
266	Minutes of Local Development Framework Task and Finish Group
267	ICT Infrastructure Upgrade
268	Shared IT Service Business Case
269	Craven, Harrogate and Selby Concordat
270	Performance Indicator Report: April 2010 – July 2010
271	Budget Exceptions to 31 July 2010
272	Strategic Programme Performance Update: April – August 2010
273	Treasury Management Monitoring Report to 30 June 2010
274	Annual Governance Report
275	The Introduction of a Petition Scheme for Selby District Council
276	Children and Vulnerable Adults Safeguarding Policy and Procedures
277	Joint Procurement Strategy
278	Planning Service Collaboration with Craven District Council
279	Pre Application Planning Advice and Charges
280	Referrals from Other Boards and Committees
281	Private Session
282	St Richards Chapel
283	Tadcaster Office 5 Westgate
284	Tadcaster Central Area Car Park

Present: Councillor M Crane in the Chair

Councillors: Mrs E Casling, J Deans (Substitute for M Jordan), Mrs G Ivey, J Mackman, N Martin (Substitute for Mrs W Nichols) C Metcalfe, Mrs E Metcalfe (for Councillor D Fagan), R Packham, B Percival and S Shaw-Wright.

Officials: Deputy Chief Executive, Strategic Director, Head of Service – Finance, Head of Service - Customers and Business Support, Head of Service Partnerships and Commissioning, Head of Service – Development Services, Solicitor to the Council, eGovernment Manager, Customer



Services Manager, Media and Communications Manager, Policy Officer and Democratic Services Manager.

Also in

Attendance: Marianne Dixon – Audit Commission

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

Apologies were received from Councillor D Fagan, M Jordan and Mrs W Nichols.

Substitute councillors were J Deans (for Councillor M Jordan), N Martin (for Councillor Mrs W Nichols) and Mrs E Metcalfe (for Councillor D Fagan).

260 **Disclosures of Interests**

Councillor C Metcalfe and Councillor Mrs E Metcalfe declared a personal but non prejudicial interest in item 26 (Tadcaster Central Area Car Park) which arose because they owned property in the centre of Tadcaster.

261 **Minutes**

**Resolved:**

**That the minutes of the proceedings of this Committee held on 27 July 2010 be confirmed as a correct record and signed by the Chair.**

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

The Chair asked that best wishes be sent to Cllr Fagan, who had recently been taken ill.

The Chair noted that this was the Strategic Director's last meeting before retirement and thanked him for his hard work over many years.

The Chair reported a letter received from Selby District AVS. The letter asked that any remaining funds in the Council's Grants scheme be granted to Selby District AVS to purchase Vegetable Bags for the Stockdale Project. The Committee were advised that £480 was available and approved the proposal.

**Resolved:**

**That the £480 in the Grants Scheme be given to Selby District AVS for the purchase of Vegetable Bags.**

263

**ICT Strategy Working Group Minutes**

Councillors received the minutes of the ICT Strategy Working Group meeting held on 7 July 2010 and 1 September 2010.

Councillors discussed the recommendation to activate the out of office email response for external broadcasting.

**Resolved: That;**

- i) The recommendation at minute 4 regarding the activation of automated out of office response be approved;**
- ii) That the minutes of the meetings on 7 July 2010 and 1 September 2010 be noted.**

264

**The Revised Constitution Task and Finish Group**

Councillors received the minutes of the Task and Finish Group held on 29 July 2010.

**Resolved:**

**That the minutes be noted and the recommendations approved.**

265

**Discretionary Rate Relief Panel**

Councillors received the minutes of the Discretionary Rate Relief Panel held on 29 June 2010.

**Resolved:**

**That the minutes be noted.**

266

### **Minutes of the Local Development Framework Task and Finish Group**

Councillors received the minutes of the Local Development Task and Finish Group held on 2 September 2010.

Councillor Percival offered his thanks to the Councillors and Officers involved for their hard work.

#### **Resolved:**

**That the minutes be noted and the recommendations approved.**

267

### **ICT Infrastructure Upgrade**

The Head of Service – Customers and Business Support presented the report which sought approval and budget provision to upgrade the Council's ICT infrastructure.

The E-Government Manager confirmed that the upgrade would provide significant financial savings, help to reduce the Council's carbon footprint and make future shared services and partnership working easier and more cost effective.

#### **Resolved: That;**

- i) Councillors approve the implementation of an upgrade to the ICT infrastructure.**
- ii) A budget of £165,000 be approved from the ICT Replacement Reserve in 2010/11.**

268

### **Shared IT Service Business Case**

The Head of Service – Customers and Business Support presented the report which recommended the establishment of a combined ICT service between Selby and Craven District Councils.

It was explained that the combined service would result in lower operational support costs and a reduction in the combined establishment costs for both authorities. Disaster Recovery and Business Continuity systems could also be established for both authorities at no extra cost.

**Recommended to Council: That;**

- i) Selby District Council enter into arrangements with Craven District Council to establish a shared ICT service before 1 April 2011;**
- ii) The staffing structure as set out in the report, subject to the normal procedures for consultation, be approved;**
- iii) The Head of Service – Customers and Business Support be authorised to enter into a Memorandum of Understanding in respect of this agreement, after consultation with the Leader of the Council.**

269

**Craven, Harrogate and Selby Concordat**

Councillors considered the report of the Deputy Chief Executive. The report set out the findings from an investigation into a programme of collaborative work between Craven District Council, Harrogate Borough Council and Selby District Council.

The Deputy Chief Executive outlined that the programme of collaboration would bring clear financial and service benefits to each Council. Councillors were supportive of the work undertaken and asked to be kept informed of progress and to be offered the opportunity to contribute.

**Recommended to Council: That;**

- i) The Final Report of The Independent High Level Business Case for Shared Service Provision and its recommendations be received and noted;**
- ii) Council agree to continue to develop a long term collaboration partnership between Harrogate Borough Council, Craven District Council and Selby District Council based upon the purpose and principles set out in the Concordat;**
- iii) Council agree the draft programme of collaborative work set out in appendix 3.**

270

### **Performance Indicator Report: April 2010 – July 2010**

The Head of Service – Finance presented the report which updated the Committee with details of performance indicator exceptions for 2010/11 up to 31 July 2010.

The Head of Service – Finance stated that action was being taken to improve performance with regard to timely invoice payments.

#### **Resolved:**

**That accountable officers take the necessary action to ensure performance indicators achieve the set targets set at the beginning of the year.**

271

### **Budget Exceptions to 31 July 2010**

The Head of Service – Finance presented a report which updated Councillors with budget exceptions for the 2010/11 financial year to 31 July 2010.

The Head of Service – Finance highlighted the key features of the report. Councillors discussed the forecasted variance for Development Services created by a potential increase in costs associated with external planning expertise. The Head of Service – Development Services would bring a report with further detail to a future Policy and Resources Committee.

#### **Resolved:**

**That the Head of Service – Development Services bring a report to a future Policy and Resources Committee in respect of the likely future cost of engaging external planning expertise.**

#### **Recommended to Council: That;**

- i) With the exception of the forecasted increase in the budget for external planning expertise, councillors endorsed the actions of officers and noted the contents of the report.**

- ii) **The Policy and Resources Committee budgets be adjusted to reflect the savings expected to be achieved this year as per Appendix B, and that the Council's Medium Term Financial Plan be amended to take account of projected savings in 2011/12 and 2012/13 where these are not currently allowed for in the budget.**

272 **Strategic Programme Performance Update: April 2010 – August 2010**

Councillors considered a report from the Head of Service – Finance. The report provided a progress update on the Council's Strategic Programme.

**Resolved:**

**That accountable officers take the necessary action to bring projects back on track by the end of the next reporting period.**

273 **Treasury Management Monitoring Report to 30 June 2010**

The Committee received the report of the Head of Service - Finance to update councillors on the Treasury Management activities of the Council for the period ending June 2010.

Councillors heard that the Council was relatively well positioned in this area, with investments outperforming the benchmarked average in the short term.

**Resolved: That;**

- i) **Councillors endorsed the actions of officers on the Council's treasury activities for the period ending 30<sup>th</sup> June;**
- ii) **The report be noted.**

274 **Annual Governance Report**

Marianne Dixon - Audit Commission presented the Annual Governance Report for 2009/10.

The report summarised the findings from the annual audit, raised minor adjustments to the financial statements and gave a value for money judgement.

**Resolved:**

**That the Annual Governance Statement and letter of representation be approved.**

275

**The Introduction of a Petition Scheme for Selby District Council**

The Solicitor to the Council presented the report which, in line with legislative changes, requested the adoption of a Petition Scheme and e-petition facility for Selby District Council.

The Committee were updated with details from a recently received letter from the Communities and Local Government department withdrawing the statutory guidance on petitions, but reaffirming the primary legislation.

The Committee discussed the potential impact of the proposed petitions scheme on the work of regulatory committees. Councillors asked that the Solicitor to the Council clarify the position in this regard and that a review of the scheme be undertaken after six months.

**Resolved: That;**

- i) Authority be granted to the Solicitor to the Council, after consultation with the Leader of the Council, to implement the scheme following legal consideration of the excluded matters relating to regulatory committees.**
- ii) The threshold levels for petitions be set at 1.5% of the population to trigger a debate at Full Council and 1% to call officers to account;**
- iii) The Head of Service – Customers and Business Support be designated as the Petitions Officer;**
- iv) The Democratic Services Manager be instructed to establish an on-line petition facility;**
- v) The Solicitor to the Council be instructed to incorporate the Petition Scheme into the Council’s Constitution and make consequential amendments;**
- vi) A review of the operation of the Scheme is undertaken six months after its implementation.**

276

### **Children and Vulnerable Adults Safeguarding Policy and Procedures**

The Policy Officer – Community Engagement and Development presented the report which asked the Committee to agree the Children and Vulnerable Adults Safeguarding Policy and Procedures.

Councillors heard that, in line with the requirements of the policy, training would be provided on this topic.

#### **Resolved:**

**That councillors adopted the Children and Vulnerable Adults Safeguarding Policy and Procedures.**

277

### **Joint Procurement Strategy**

The Head of Service – Partnerships and Commissioning presented the report which set out the Procurement Strategy for the Council's partnership with Scarborough and Ryedale Councils.

Councillors welcomed the Strategy and the work undertaken by the partnership in providing increased value for money across the three councils.

#### **Resolved:**

**That the Joint Procurement Strategy be adopted.**

278

### **Planning Service Collaboration with Craven District Council**

The Deputy Chief Executive presented the report to update the Committee on the collaborative work being undertaken with Craven District Council in respect of planning services at Craven. The report also sought the Committee's approval for changes at Selby District Council to accommodate the new collaborative arrangements.

It was explained that the collaboration had numerous benefits for the Council, these included providing an opportunity to demonstrate its willingness to work collaboratively and constructively with other organisations.



**Resolved that:**

- i) The Policy and Resources Committee endorse the collaborative working now underway with Craven District Council in respect of Planning Services.**
- ii) The report be received and noted;**

**Recommended to Council:**

**That the necessary changes to existing arrangements and procedures set out in paragraphs 4.6 to 4.11 of the report be supported.**

**Continuation of Meeting**

Councillors were informed that the meeting had been running for three hours.

**Resolved:**

**That the meeting continue to the conclusion of the remaining items.**

279

**Pre Application Planning Advice and Charges**

The Head of Service – Development Services presented a report which outlined a formal approach to pre planning application discussions and associated fees.

**Recommended to Council that;**

- i) Councillors approve the Pre Application Advice Note and Protocol for Planning Performance Agreements;**
- ii) Councillors approve the introduction of fees and charges for pre-application planning discussions.**

## Referrals from Other Boards and Committees

### Social Board 21 September 2010

#### a) Minute 225 – Gas Central Heating Overspend

Councillors discussed the requirement for the supplementary estimate and asked that a report giving further detail be received at Social Board.

#### **Recommend to Council: That;**

- i) **Approval be given for the supplementary estimate of £816,000 to fund the work to the Gas Central Heating and Fire appliances;**
- ii) **The supplementary estimate is funded from internal borrowing;**
- iii) **Additional savings from 2010/11 to 2012/23 be achieved to cover the reduced investment earned by the HRA.**

#### b) Minute 226 – Disabled Facilities Grant Request for Supplementary Estimate

#### **Recommended to Council:**

**That the Policy and Resources Committee approve the funding of the Supplementary Estimate of £43,000 from Capital Receipts and £7,000 from General Fund Revenue Budget Savings.**

#### c) Minute 227 – Mortgage Rescue Scheme/Repayment of Right to Buy Discount

#### **Recommended to Council:**

**That in circumstances where the repayment of a Right to Buy Discount is the only barrier to the Mortgage Rescue case proceeding, the Head of Service – Finance after consultation with the Head of Service – Housing and Property, should have delegated powers to write off the discount on a case by case basis having referred to the guidance issued by the government.**

d) Minute 231 – Community Centre Review Update

**Resolved:**

**That the centre at Womersley be closed and sold on the open market.**

**Recommended to Council:**

**That approval be granted for a supplementary estimate of £18,000 (to be financed by HRA balances) to enable the required works to commence this financial year to the convert the Kellington Centre into a residential unit.**

e) Minute 235 – Rural Exception Site – Appleton Roebuck

**Resolved:**

**That, subject to there being no central Government ‘pooling’ at 75% of the sale proceeds, the demolition of two council bungalows in order to facilitate the development of ten affordable homes in West End Avenue Appleton Roebuck and in exchange, Broadacres HA provide within the new development one new two bedroom bungalow at no cost to the Council, be approved.**

281

**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 paragraphs 3 of Part 1 of Schedule 12A to the Act.**

282

**St Richards Chapel**

The Solicitor to the Council presented the report which informed councillors of the proposed affordable housing development of land at St Richard’s Chapel.

The Committee discussed the various elements of the report and the different options available, councillors requested that a further report be received at the Policy and Resources Committee on 14 December 2010.

**Resolved:**

**That the matter be referred to the Head of Service – Housing and Property Services and that a further report to be brought back the Policy and Resources Committee on 14 December 2010 to consider the options available.**

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**Tadcaster Office 5 Westgate**

The Committee received a report of the Strategic Director which sought approval to terminate the lease of the Tadcaster Office.

Councillors heard that the expiry of the lease gave the Council the opportunity to review how the service operates. Councillors were provided with an update on the discussions with North Yorkshire County Council regarding future working practices.

**Resolved: That;**

- i) That the lease for the Tadcaster Office be terminated before the scheduled renewal date of 24 October 2010.**
- ii) That the premises be vacated by 24 January 2011.**

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**Tadcaster Central Area Car Park**

The Committee received a report of the Strategic Director seeking approval to submit a planning application to undertake urgent repairs to Tadcaster Central Area Car Park.

**Resolved:**

**That officers be authorised to submit a planning application at Tadcaster Central Area Car Park in accordance with the approved capital programme.**

The meeting closed at 8:27 pm.

Minutes of the meeting of the Selby Community Project - Internal Project Board held at 3.00pm on Thursday, 22 July 2010, in Committee Room 1.

Present: Councillor M Crane (MC) (Chair)  
M Connor, (MCo) Chief Executive  
Jonathan Lund (JL)  
Karen Iveson (KI)  
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, Support Secretary

1. Welcome Action

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

2. Apologies

There were no apologies for absence.

3. Minutes of last Meeting – 22 April 2010

The minutes from the meeting held on 22 April 2010 were approved as a correct record.

4. Matters Arising

There were no matters arising.

5. Highways Update – Paul Sheppard, NYCC

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

Paul gave an update on the Doncaster Road improvement scheme and advised the scheme is currently on hold, due to the recent announcement of cuts to public service budgets.

The part of the scheme funded by the community project which includes a mini roundabout and a pedestrian crossing will still go ahead in under 12 months.

There was a discussion on traffic calming measures and Paul Sheppard answered questions.

6. Topping Out Ceremony

Kay Goodwin reported a successful “Topping Out” ceremony on 15 July which was attended by the SDC Chairman and PCT representatives.

The burial of the time capsule took place on the same day and involved children from Longmans Hill Primary School and Brayton College.

7. Project Update Report

A revised progress report was circulated at the meeting.

*Progress*

Rob Bullen updated on progress made and reported that works are currently 3 weeks ahead of the programme, although completion dates remain the same.

*Project Costs*

Construction costs are being monitored and reported monthly by Turner and Townsend Cost Management.

*Key Next Steps*

The “Topping Out” ceremony took place on 15 July and is a key milestone of the project as the roof is now complete. BAM are now starting to construct walls and making the building water tight.

*Other Issues*

Doncaster Road improvement scheme - Issues were discussed under item 5.

8. Date of Next Meeting

The date and time is to be confirmed as either 14 October 2010 pm or 21 October 2010 am.

Lisa Gill to circulate details of the date and time of next meeting.

**LG**

Post Meeting Note

After consultation with the Chair the next meeting has been amended to 11 November 2010 at 9.30 am in Committee Room 1.

9. Any Other Business

Jonathan Lund displayed presentation boards of the layout of the new Civic Centre including designs of the Council Chamber.

The meeting closed at 3.50 pm.