

MISSION STATEMENT

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

Please ask for: Glenn Shelley
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13 December 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 21 December 2010** commencing at **6.00 pm**.

Yours sincerely

J Lund
Deputy 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 26 October 2010 (pages 5 to 10 attached) and Extraordinary Council held on 9 November 2010 (pages 11 to 15 attached).

4. Communications

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

Letter from North Yorkshire Highways attached at page 16.

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 questions:

1. Question to the Leader of the Council

Could the leader of the Council explain the role of the 'Enhanced Chair's Group? And, given that this group is not part of Selby District Council's constitution and is NOT 'approved duty' could the Leader of the Council explain why four Councillors are claiming mileage expenses specifically for attendance at these meetings?'

2. Question to the Leader of the Council

On the Thursday of the week that the recent bad weather started, we received a message saying that an elderly lady's (council tenant) gas central heating had not been working since the Tuesday. Knowing that she has a hearing problem and struggles on the telephone, we popped round to see her and her heating was not working and she wanted to know when it was going to be mended.

Normally we would have contacted housing repairs directly, but, because we were visiting another resident we rang SDC's switchboard number and got through to SDC's call centre. After I explained the problem I was told that because of Data Protection they could not discuss this resident's problem with me! Later in the day I got a telephone call from the call centre saying that the resident has now told SDC that she wished for me to be able to discuss her issues and problems with SDC.

I fear that under the revised service delivery model, elected members will be forced to deal with the call centre as they struggle to raise issues, especially urgent ones, on behalf of residents. Yet as I discovered the call centre will not discuss an individual resident's issues or problems because of data protection.

So, my question to the Leader of the Council is; Are councillors going to have to get every one of their residents to send a letter to SDC giving their local Councillors authority to speak to the council on their behalf? Or is this one of the areas that has not been considered and is part of the Chief Executive's 'step into the unknown'?

7. Committee and Board Minutes

Planning Committee 20 October 2010	Green	Minutes 296 to 307 Pages 17-25
Planning Committee 17 November 2010		Minutes 350 to 364 Pages 26-34
Licensing Committee 1 November 2010	Cream	Minutes 327 to 336 Pages 35-38
Licensing Committee 6 December 2010	Cream	Minutes 381 to 389 Pages 39-42
Audit Panel 7 December 2010	White	Minutes 390 to 397 Pages 43-45

Economy Board 23 November 2010	Pink	Minutes 373 to 380 Pages 48-48
Environment Board 28 October 2010	Blue	Minutes 318 to 326 Pages 49-52
Social Board 7 December 2010	Yellow	TO FOLLOW
Overview and Scrutiny 4 November 2010	Peach	Minutes 337 to 342 Pages 53-56
Overview and Scrutiny 9 December 2010		TO FOLLOW
Policy and Resources Committee 14 December 2010	Gold	TO FOLLOW
Selby Community Internal Project Board 11 November 2010		Pages 57-59

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 26 October 2010, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

308	Apologies for Absence
309	Disclosure of Interests
310	Minutes
311	Communications
312	Public Questions
313	Councillors Questions
314	Committee and Board Minutes
315	Urgent Action
316	Sealing of Documents
317	Private Session
318	St Richards Chapel

Present: Councillor K Ellis (Chairman) in the Chair

Councillors: J Cattanach, I Chilvers, Mrs D Davies, J Deans, Mrs S Duckett, Mrs C Goodall, Mrs M Hulme, W Inness, Mrs G Ivey, M Jordan, 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, R Packham, C Pearson, B Percival, Mrs S Ryder, R Sweeting, A Thurlow and D White.

Officials: Chief Executive, Deputy Chief Executive, Head of Service – Development Services and Committee Services Officer.

Public: 2

Press: 1

Father Chris Wilson gave opening prayers.

308 **Apologies for Absence**

Apologies for absence were received from Councillors Mrs E Casling, M Crane, Mrs J Dyson, D Fagan, C Lunn, A Pound, R Sayner, S Shaw-Wright and Mrs A Spetch.

309 **Disclosure of Interest**

None received.

310

Minutes

Resolved: That;

- i) **The minutes of the proceedings of a meeting of Council held on 27 July 2010 be confirmed as a correct record and signed by the Chairman; and**
- ii) **The Remuneration Panel would report back to Council on the 9 November 2010.**

311

Communications

Information on the outcome of the Comprehensive Spending Review had been circulated to councillors by the Head of Service – Finance. Any further information received will be circulated to all councillors in due course.

312

Public Questions

None.

313

Councillors' Questions

Councillor Percival responded to a question raised by Councillor J McCartney with regard to future support for Barlow Common. The Council is reviewing Countryside Management and until the review has been completed Councillor Percival was unable to give any further information.

314

Committee and Board Minutes

Planning Committee 21 July 2010

Councillor J Mackman updated the Council that Government Office has not called in the application for the Tate and Lyle site.

Resolved:

That the minutes be noted.

Planning Committee 25 August 2010

Resolved:

That the minutes be noted.

Planning Committee 22 September 2010

Councillor J Mackman presented the minutes and highlighted the following amendment:

Minute 241 to read 'that the under mentioned Tree Preservation Order to be confirmed without modification' instead of 'that the under mentioned Tree Preservation Order be confirmed as unopposed orders'.

Resolved:

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

Licensing Committee 6 September 2010

Resolved:

That the minutes be noted.

Licensing Committee 11 October 2010

Resolved: That;

- i) The recommendation at minute 290 (Review of Licensing Policy) be approved; and**
- ii) The minutes be noted.**

Economy 14 September 2010

Councillor Pearson updated the Council on issues relating to the Economy Board:

A response had been received from the Government Office for Yorkshire and the Humber with regard to planning permission for the Tate and Lyle site. The Government Office had decided not to call in the Council's decision to approve the planning application. Work will commence on building the new complex on 1 November 2010.

A national retailer is close to exchanging contracts for a large warehouse in Sherburn which would create a significant number of jobs.

There has been a reduction in the claimants of Job Seekers' Allowance in the District, this figure was now below the national average but remained above North Yorkshire County Council's average.

Resolved:

That the minutes be noted.

Social Board 21 September 2010

Resolved: That;

- i) **Once the centralised booking system for the nine local authority managed centres is in place, Councillors be informed; and**
- ii) **The minutes be noted.**

Overview and Scrutiny Committee 23 September 2010

Councillor Duckett reported that her apologies should have been minuted.

Resolved:

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

Standards Committee

Councillor Mrs McSherry informed the meeting that the Standards Committee meeting scheduled for the 11 October was cancelled but would be rescheduled once more was known about the future of the Standards Board for England.

An amendment to minute 156 was identified: 'Further training to existing and prospective Town and Parish Councillors is proposed for some time in Spring 2010' be replaced with Spring 2011.

Resolved:

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

Policy and Resources Committee 28 September 2010

Councillor Percival expressed thanks to Councillors and Officers who attended the meeting which had lasted four and a half hours.

Councillor Mackman requested that minute 278 be amended to read:

'That the necessary changes (as amended) to existing arrangements and procedures set out in paragraphs 4.6 to 4.11 of the report be supported and reviewed in 6 months time'.

With regard to minute 280 Councillor Packham requested more detailed information as to how the figure of £816,000 was reached. The Chief Executive explained that currently further information was not available but it would be investigated with any appropriate findings being taken to Social Board.

Councillor Percival requested that Minute 282 be considered in Part II – Private Session.

Resolved: That;

- i) The recommendations at minutes 268 (Shared IT Service Business Case), 269 (Craven Harrogate and Selby Concordat), 271 (Budget Exceptions), 279 (Pre Application Planning Advice and Charges), 280b, 280c, 280d (Referrals from Other Committee and Boards) be approved;**
- ii) Subject to the amendment to minute 278 (Planning Service Collaboration with Craven District Council) the recommendation be approved;**
- iii) The recommendation at minute 280a (Referrals from Other Committee and Boards) to be taken back to Social Board to consider with additional information; and**
- iv) That minute 282 be discussed in Part II – Private Session.**

315

Urgent Action

The Chief Executive reported that the only item where he had used emergency powers was the Gas Central Heating Overspend which had previously been discussed in the referrals to Policy and Resources Committee.

316

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.

317

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 item as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

St Richards Chapel

Councillors received a report to inform them of the proposed affordable housing scheme.

Resolved:

That Council agree to delegate to the Chief Executive, after consultation with the Leader of the Council, the authority to make the final decision, with regard to:

- **Entering into a Deed of Release of the restrictive covenant for nil consideration and for the Church and the Council to enter into a legal agreement in respect of wider community use and benefit of the hall**
- **Entering into a Nomination Deed in respect of the proposed affordable housing units**
- **Approving (subject to the above) the sale of Yorkshire Housing of the strip of land that the Council owns adjacent to St Richard's Chapel, Selby for £10,000 and;**
- **Entering into any ancillary documentation necessary to implement the decisions set out above.**

The meeting closed at 7.05pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Extraordinary Council held on 9 November 2010, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

343	Apologies for Absence
344	Disclosure of Interests
345	Adoption of a Revised Service Delivery Model
346	The Move Toward an Executive Structure
347	Use of Access Selby as a Constituency Office
348	Private Session
349	Agreement to Sell Part of the Civic Centre Site

Present: Councillor K Ellis (Chairman) in the Chair

Councillors: Mrs E Casling, J Cattanach, I Chilvers, M Crane, Mrs D Davies, Mrs M Davis, J Deans, Mrs S Duckett, Mrs J Dyson, , Mrs C Goodall, Mrs M Hulme, W Inness, 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, B Percival, A Pound, R Sayner, S Shaw-Wright, Mrs A Spetch, R Sweeting, A Thurlow and Mrs D White.

Officials: Chief Executive, Deputy Chief Executive, Head of Service – Finance, Head of Service – Partnerships and Commissioning, Head of Service – Development Services, Head of Service - Housing, Head of Service – Customers and Business Support, Solicitor to the Council, Media and Corporate Communications Manager, Democratic Services Manager and Overview and Scrutiny Coordinator.

Public: 6

Press: 1

Revered John Hetherington gave opening prayers.

343 **Apologies for Absence**

Apologies for absence were received from Councillors D Fagan and Mrs S Ryder.

344 **Disclosure of Interest**

None were disclosed.

Adoption of a Revised Service Delivery Model

The Chief Executive presented the report which asked Council to consider the adoption of a revised service delivery model with effect from 1 April 2010.

The revised service delivery model represented a radical change in how Selby District Council would operate, such a shift was necessary to meet the significant financial challenges ahead. The Council would continue to examine opportunities for shared services.

At the conclusion of the debate six councillors requested a recorded vote in accordance with paragraph 5.27(e) of the Council's constitution. The vote was taken as shown below:-

For the proposal (28)

Councillors: Mrs E Casling, J Cattanach, I Chilvers, M Crane, J Deans, Mrs J Dyson, K Ellis, Mrs C Goodall, Mrs M Hulme, W Inness, Mrs G Ivey, M Jordan, C Lunn, D Mackay, Mrs P Mackay, Mrs C Mackman, J Mackman, Mrs K McSherry, C Metcalfe, Mrs E Metcalfe, I Nutt, C Pearson, B Percival, A Pound, R Sayner, Mrs A Spetch, R Sweeting and Mrs D White.

Against the proposal (11)

Councillors: Mrs D Davies, Mrs M Davis, Mrs S Duckett, B Marshall, N Martin, J McCartney, Mrs M McCartney, Mrs W Nichols, R Packham, S Shaw-Wright and A Thurlow.

Resolved: That;

- i) With effect from 1 April 2011, the revised service delivery model be adopted;**
- ii) The redeployment pool be withdrawn with immediate effect;**
- iii) A cross-party working group be formed to oversee the implementation of the revised service delivery model;**
- iv) The Chief Executive, in consultation with the Leader of Council, be authorised to access the spend to save budget to facilitate the transition to the new model;**
- v) The Chief Executive be authorised to progress any shared service arrangements consistent with the revised model which can deliver savings to the Council.**

Move towards an Executive Structure

The Chief Executive presented the report which asked the Council to formally resolve to move to a Leader and Cabinet executive structure by

May 2011.

As a result of a move to an Executive, the Council would also have to approve a revised allowance scheme. Included in the Chief Executive's report were recommendations made by the Independent Remuneration Panel but the Chief Executive made it clear that the Council could resolve to implement allowances at a lower rate than those recommended by the Panel. Councillors suggested that a Task and Finish group be established to review the findings of the Remuneration Panel.

The Leader of the Council expressed the view that no councillor should receive an increase in allowance.

It was also proposed that Local Government Boundary Commission be asked to review the local government electoral arrangements in Selby District with a view to reducing the number of District Councillors.

In accordance with paragraph 5.27(d) of the Council's constitution six councillors made a request for a ballot.

In accordance with paragraph 5.27(e) of the Council's constitution a further six councillors made a request for a recorded vote. In accordance with paragraph 5.27(e) of the Council's constitution, the request for a recorded vote had precedence over that for a ballot. The recorded vote was taken as shown below:-

For the proposal (28)

Councillors: Mrs E Casling, J Cattanach, I Chilvers, M Crane, J Deans, Mrs J Dyson, K Ellis, Mrs C Goodall, Mrs M Hulme, W Inness, Mrs G Ivey, M Jordan, C Lunn, D Mackay, Mrs P Mackay, Mrs C Mackman, J Mackman, Mrs K McSherry, C Metcalfe, Mrs E Metcalfe, I Nutt, C Pearson, B Percival, A Pound, R Sayner, Mrs A Spetch, R Sweeting and Mrs D White.

Against the proposal (11)

Councillors: Mrs D Davies, Mrs M Davis, Mrs S Duckett, B Marshall, N Martin, J McCartney, Mrs M McCartney, Mrs W Nichols, R Packham, S Shaw-Wright and A Thurlow.

Resolved: That;

- i) In accordance with the requirements of the Local Government Act 2000 (as amended by the Local Government and Public Involvement in Health Act 2007) and the regulations made there under, Selby District Council adopts the Leader and Cabinet Executive (England) decision-making arrangements in accordance with the proposals first**

- published in February 2010. The change in arrangements to take place, as required by statute, after the ordinary election of councillors on 5 May 2011;
- ii) **The revised constitution governing the new arrangements be adopted in principle by the Council;**
 - iii) **A cross party Task and Finish Group be established to examine the findings of the Remuneration Panel's Report and make recommendations which ensure that no individual councillor receives an increase in allowance;**
 - iv) **The Local Government Boundary Commission be requested to review the current local government electoral arrangements for Selby District with a view to reducing the number of councillors.**

347

Use of Access Selby as a Constituency Office

The Chief Executive presented the report which asked Council to approve in principle the use of accommodation at Access Selby as a constituency office by Nigel Adams MP.

Resolved: That;

- i) **The use of accommodation at Access Selby as a constituency office for Nigel Adams MP be approved in principle;**
- ii) **The Chief Executive be authorised to finalise arrangements at no cost to the Council.**

[Councillor Mrs E Casling left the meeting at 8.24pm]

348

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 item as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

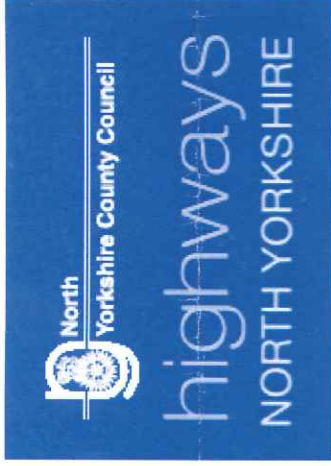
Agreement to Sell Part of the Civic Centre Site

The Deputy Chief Executive presented the report which asked Council to consider a proposal to vary the existing agreement for the sale of the Civic Centre site.

Resolved:

That Council rejects the options put forward and retains the existing arrangement.

The meeting closed at 8.30pm



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Martin Connor
Chief Executive
Selby District Council
Civic Centre
Portholme Road
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North Yorkshire
YO8 4SB
6 December 2010

Please contact: Neil Darby
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Tel: 01609 785756
Our Ref: Selby 290- let- 002
Your Ref:



Dear Sir,

SELBY TOWN SWING BRIDGE, North Yorkshire

Further to my previous correspondence dated 22nd July 2010 I am writing to inform you of the progress on the repair works to Selby Town Swing Bridge.

The works are planned to commence on 14th February 2011 and are expected to last for a duration of 14 weeks. The works comprise extensive refurbishment and strengthening of the existing steel beams and renewal of the timber panels.

Unfortunately, the bridge will have to be closed to vehicular traffic for the entire 14 week period and a signed diversion route will operate via the A63 bypass. The Information Signs will be erected to inform the public of the closure. The works have been managed such that the bridge will close to pedestrian traffic for a period of only 6 weeks during the 14 week closure and for the remaining period pedestrian access over the bridge will be provided by means of a temporary walkway through the works. During the pedestrian closure a free bus service will be provided for pedestrians needing to travel from one side of the bridge to the other.

I would like to assure you we have done all we can to minimise any inconvenience due to these works but some is inevitable and I would like to apologise in advance for this.

Please do not hesitate to contact me on any of the details above should you require more information.

Yours faithfully,

Neil Darby
Structures Manager, Jacobs

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 20 October 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

296	Apologies for Absence and Notice of Substitution
297	Declaration of Interest
298	Minutes – 22 September 2010
299	Chair's Address to the Planning Committee
300	Planning Application - 2010/0785/COU 2 Denison Road, Selby
301	Planning Application - 2010/0536/FUL Escrick Park Estate, Wheldrake Lane, Escrick
302	Planning Application - 2010/0605/HPA 24 The Haven, Selby
303	Planning Application - 2010/0604/HPA 1 The Haven, Selby
304	Planning Application - 2010/0390/COU Phoenix Electrical Workshop, Hull Road, Hemingbrough
305	Planning Application - 2009/0691/REM 10 Brigg Lane, Camblesforth
306	Planning Application - 2010/0036/FUL WA Hare & Sons Ltd, 94 Main Street, Kelfield
307	Planning Application - 2010/0504/FUL Castle Farm, Paradise Lane, Hazelwood, Tadcaster

Present: Councillor J Mackman in the Chair

Councillors: Mrs D Davies, J Deans, Mrs C Goodall, D Mackay, C Mackman (sub for Mrs E Metcalfe), C Pearson, S Ryder (sub for W Inness), A Spetch (sub for J Cattanach)

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

Also attending: Public Speakers – Councillor W Nichols, Jennifer Hubbard, Melissa Madge, Helen Weber, Glenys Harrison, Martin Senior, Richard Morris, Justin Garland

Public: 18

Press: 0

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

Apologies were received from Councillors W Inness, J Cattnach, I Chilvers, Mrs E Metcalfe and J McCartney.

Substitute Councillors were S Ryder (sub for W Inness), A Spetch (sub for J Cattnach) and C Mackman (sub for E Metcalfe).

297 **Declaration of Interest**

Councillor Spetch declared a personal and prejudicial interest in application 2009/0691/REM – 10 Brigg Lane, Camblesforth.

Councillor Deans declared a personal interest in application 2010/0036/FUL as he is the Parish Clerk for Kelfield.

Declaration was made with regard to an email received by all the committee from Jenny Hubbard, application 2010/0036/FUL.

298 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 22 September 2010, once an amendment is made to item 241 to read ‘That the under-mentioned Tree Preservation Order be confirmed without modification’, they be confirmed as a correct record and be signed by the Chair.

299 **Chair’s Address to the Planning Committee**

The Chair announced the following:

Planning Performance

Performance continues to meet or exceed targets for determining all categories of applications.

The number of applications year to date continues to rise, although the number of larger applications is relatively very low.

The performance in determining majors is likely to decrease once the wind turbine applications are brought to Committee to be determined.

Policy and Resources Committee

A few items of relevance were agreed at the last Policy and Resources Committee meeting:

- The Conservation Advisory Committees (CAAC) will no longer be supported by officers
- The Enforcement Sub Group will have one final meeting in November and then will be disbanded
- The Planning Committee Training Programme will be suspended until after the May elections
- The Chair of Planning will limit pre-Committee briefings to an average of two hours

Also the new arrangements and fees for pre-applications advice were agreed and the Manager of Development Management will be making arrangements for implementation from 1 November following the next Full Council meeting.

Planning Applications Received

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

300

Application: 2010/0785/COU

Location: 2 Denison Road, Selby

Proposal: Change of use from 3 bed terrace house to 2 bed 1st & 2nd floor flat with hot food takeaway to ground floor

The Senior Planning Officer reported that they had received an amended consultation response which could fundamentally change the assessment of the proposal. Officers therefore requested that the application be deferred to allow officers the opportunity to reassess the proposal in the light of this new information.

Resolved: That;

- i) **The application would be deferred until the officer could report back once a reassessment of the proposal has been made to the Planning Committee;**
- ii) **A site visit would be arranged.**

Apologies were given to the public in attendance and speakers for the deferment.

301

Application: 2010/0536/FUL

Location: Escrick Park Estate, Wheldrake Lane, Escrick

Proposal: Erection of 50kw Wind Turbine

Officers had received a request that the implementation of the turbine is not attached to the development of Manor Farm and that it now be assessed as a stand alone turbine. As such, officers requested deferral so that the report can be amended to assess the scheme as a stand alone unit and to allow for more information in respect of the impact of noise on neighbouring residential properties.

Resolved:

That the application would be deferred until the officer has assessed the application as a stand alone turbine.

Apologies were given to the public in attendance and speakers for the deferment.

302

Application: 2010/0605/HPA

Location: 24 The Haven, Selby

Proposal: Erection of a 1.8m high boundary wall with timber infill panels

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

The revised details of the boundary, being a brick wall with timber infill panel were welcomed. However, the prominence of this boundary treatment is not considered to be acceptable on this corner position. Open space and landscaping in front of the wall is needed. The proposal is therefore considered to be unacceptable and contrary to policy ENV1 of the Selby District Local Plan.

Public Speaker – Justin Garland (Agent)

- There was a wide range of boundary walls on the estate and this wall was in keeping with others
- The locality would not deter from the streetscene which is urban and bland
- No 24 is tucked in at the rear of the site
- There was always meant to be an enclosed area for the plot
- There have been no statutory objections received from Highways with regard to the wall encroaching on the footpath boundary

Resolved:

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

303

Application: 2010/0604/HPA
Location: 1 The Haven, Selby
Proposal: Erection of a 1.8m high boundary wall with timber infill panels

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

The revised design and materials of the boundary treatment only partly addresses the previous reason for refusal. The concerns in relations to retaining the open plan character of the area have not been fully addressed and as such the proposal is still considered to be unacceptable and contrary to policy ENV1 of the Selby District Local Plan.

Public Speaker – Justin Garland (Agent)

- There is a children's play area at the rear of this property
- The established building line of the estate creates an unmanaged public space
- The issues are the same for 1 The Haven as for 24 The Haven

Resolved:

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

304

Application: 2010/0390/COU
Location: Phoenix Electrical Workshop, 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 two storage containers

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

The proposal relates to the retrospective change of use of two former agricultural buildings to B2 and B8 uses in connection with the manufacture and storage of timber sheds and the improvement of ancillary parking and turning facilities. Support would be given to the conversion of existing buildings however subject to conditions.

The case officer updated the committee on additional information and consultation responses and the fact that Environmental Health had withdrawn their earlier objection subject to the omission of condition 3 and the imposition of 2 alternative conditions 1) for submission of a scheme to control noise and vibration and 2) to restrict the use of the B2 unit to manufacture of timber products.

Public Speaker – Glenys Harrison (Objector)

- The site was originally agricultural
- The site is used 7 days a week for up to 12 hours
- There was little or no use for manufacturing
- The pond site has rare birds and newts
- The water course is polluted with dust and last summer the Environment Agency investigated this area
- Low loading vehicles use the A63 to access the site
- Unauthorised use of the alarm which is due to bats– activated causing police to attend site
- The site is used for waste and sporadically pollutes the water course
- The company could use other business premises in the locality
- 2 yrs unauthorised use, bats, lights, burglar alarm, no toilets or foul water connection, used as waste transfer station with no licence

Public Speaker – Martin Senior (Parish Council)

- In 2005 Conservation Act stated that Great Crested newts were at the west side of the site
- In August 2005 a letter was sent by the Parish Council
- Notice was served in 2009 against the tenants to protect the newts
- Bats were found in the loft space in 2009
- Polythene sheets were put in place prior to the site visit
- Fires are on the site to get rid of the waste
- Noise from fork lift trucks, machinery etc is constantly taking place
- A license is needed for waste
- Trees are covered by a Tree Preservation Order

Public Speaker – Melissa Madge (Agent)

- Mr & Mrs Harrison applied 20 years ago for agricultural use
- Building and site formerly used for grain drying and by heavy agricultural vehicles
- Manufacturing will only be done in the front building for flat pack completion which is then moved to the rear for assembly, painted, dismantled and finally packed
- Any conditions enforced would assist them with the tenant

Resolved:

That the application be refused on the following grounds:

- The proposed development is located outside the village envelope and represents an unacceptable intrusion of an industrial nature into the open countryside
- The development would have an adverse impact on the amenity and living conditions of nearby residents due to the generation of noise created by manufacturing and associated delivery traffic
- The proposal is likely to have a detrimental effect on protected species in the adjacent Hags Lane Green nature reserve due to noise, lighting and possible pollution of both the atmosphere and water course
- The development is likely to have a detrimental impact on the character and appearance of the surrounding area.

Councillor Ann Spetch stepped out of the room.

305

Application: 2009/0691/REM

Location: 10 Brigg Lane, Camblesforth

Proposal: Approval of Reserved Matters (Scale, External Appearance and Landscaping) for the erection of 3 detached dwellings with integral garages and a detached double garage

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

Amended plans have been received. The replacement TPO tree would now be located in the rear garden of plot 4. A small ornamental tree was proposed adjacent to the neighbouring house but this could be omitted from the scheme. A much smaller bin collection area is now proposed for use on collection day only. A suitable solution could be achieved to prevent over looking of the neighbour and this would be conditioned. It would not be expedient to enforce the increased land levels.

The Planning Officer updated the committee in relation to new consultation responses from the Parish Council, Environmental Health, Cllr Spetch and two neighbours.

Amendments required to conditions were pointed out.

Public Speaker – Richard Morris (Objector)

3 photographs were passed around and were referred to by Mr Morris. The photos showed the original land level, the level increased by the tipping of rubbish and the view from Mr Morris's patio.

- A rise of 4 ft at the crown of the road and 3 ft at the boundary is not a slight rise in the level of the land
- There is loss of privacy, there is a clear view into the kitchen and lounge of the property through the patio door

Resolved:

That the application be deferred for a new scheme to be drawn up to prevent overlooking and to report back to Planning Committee with new proposals.

Councillor Spetch rejoined the meeting.

306

Application: 2010/0036/FUL

Location: WA Hare & Sons Ltd, 94 Main Street, Kelfield

Proposal: Erection of 9 dwellings with associated garages following demolition of offices, workshop and outbuildings

The Senior Planning Officer presented the report and highlighted salient points for the consideration of the Committee. It is considered on balance that the inclusion of Greenfield land within the development and the failure to comply with the sequential test greatly outweighs the merits of the proposal and it is recommended that the application be refused.

Public Speaker – Jennifer Hubbard (Agent)

The email circulated previously by the Agent confirmed that Local Authorities make Planning Application decisions and not Central Government.

- In June 2010 support given in the officers recommendation
- H2A and H7 are part of the Greenfield site
- The Boundary walls and fencing were acceptable
- Highways Officers had no objections including speed survey evidence
- No objections raised from Environment Agency on Flooding

Resolved:

That the application be approved subject to:

- i) **a Section 106 Agreement be put in place to cover the developer contributions**
- ii) **a set of appropriate planning conditions covering in particular the submission of an acceptable scheme to relocate the business including evidence of contracts to be in place prior to commencement of development**
- iii) **conditions to be approved by the Planning Committee**

Application: 2010/0504/FUL**Location: Castle Farm, Paradise Lane, Hazelwood, Tadcaster****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 departure application would have to be deferred to Government Office.

The site is located within the Green Belt wherein there is a presumption against inappropriate development. Although the Local Plan does allow for some form of development over and above that of PPG2 the proposal does not fall into those categories and should therefore only be allowed in very special circumstances that have not been demonstrated to exist. In addition to the above the proposed amenity block would occupy a prominent hill top location where its enclosure of space and height and its over elaborate design would detract from the openness and visual amenity of its Green Belt location.

Councillors were asked to consider if the building was small scale or not or whether it constituted essential facilities that are required for purposes which keep the Green Belt open and this must be taken into account when making the final decision as to whether the proposal constituted inappropriate development within the Green Belt. It is possible to use or convert an existing building or rebuild on the original footprint.

Public Speaker – Melissa Madge (Agent)

- 25 years training racehorses and an internationally renowned business
- Economic wellbeing
- Increase the number of horses
- Lots of other dwellings with similar height buildings in the landscape vista
- Only 6% of the site for this building
- Continuation of commercial land

Resolved:

That the application be refused on the grounds detailed in the report.

The meeting closed at 7.44pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 17 November 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

350	Apologies for absence
351	Disclosure of interests
352	Minutes
353	Chair's Address to the Planning Committee
354	Planning Committee 2010/11 Performance Indicator Exceptions Report: April – Sept 2010
355	Budget Exceptions to the 30 September 2010
356	Planning Application – 2010/0592/FUL – Whitley Lodge, Selby Rd, Whitley
357	Planning Application – 2009/0133/FUL – Main Road, Drax
358	Planning Application – 2010/0555/FUL – Old Great North Road, Brotherton
359	Planning Application – 2009/0962/FUL – Southlands Close, South Milford
360	Planning Application – 2010/0828/FUL – Low Farm, Bolton Percy
361	Planning Application – 2010/0036/FUL – 94 Main Street, Kelfield
362	Planning Application – 2010/0868/FUL – Rose Cottage, Mill Lane, Hemingbrough
363	Planning Application – 2008/1165/FUL – Roose House, Union Lane, Selby
364	Planning Appeals Decisions

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 Shaw-Wright and S Ryder (sub J Cattanach).

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

Also in Attendance: Public Speakers – Melissa Madge, Jenny Hubbard and representative for Rob Milnes.

Public: 15

Press: 0

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

Apologies were received from Councillor J Cattanach.

Substitute Councillor Mrs S Ryder (sub for J Cattanach).

351 **Disclosure of Interest**

An email had been received by Councillors from Peter Torrible.

352 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on Wednesday 20 October 2010 be confirmed as a correct record and be signed by the Chair, subject to the amendments which were listed and circulated to members.

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

The Chair announced the following:

Cala Homes and Regional Spatial Strategy (RSS)

Cala Homes has been successful in a judicial review against Eric Pickles decision to revoke the Regional Spatial Strategies.

This means that the Regional Spatial Strategy once again forms part of the development plan, until further notice.

Planning officers will provide details of how this will effect applications on today's agenda as the reports were written before this announcement was made.

Byram Enforcement

The Planning Enforcement Team and the Legal Team has taken successful legal action to prevent development in the Green Belt at Byram, in a case heard at Selby Magistrates Court on 9 November.

The occupier of The Sycamores, Byram cum Sutton, pleaded guilty to contravening a 'temporary stop notice' from the Council's planning enforcement team, after a mobile home was brought onto his land without planning permission. The temporary stop notice was issued under the Town and Country Planning Act 1990, in an attempt to stop the home being unloaded from its carrier.

The occupier has been given a two year conditional discharge and ordered to pay the Council's costs of £2,760.

Consultation on Fees

The Government is currently consulting on proposals for a change in the planning fees system.

Under the proposals local councils will be given the power to set their own fees to cover costs. They will not be able to make a profit on fees but they will be able to recover the actual cost of processing an application. Any changes in the fees system is unlikely to be introduced until next financial year.

New Homes Bonus

The Government is currently consulting on proposals for the replacement for the Planning Delivery Grant.

In proposals published for consultation, the Government has announced that it will match the council tax raised from new homes for the first six years through the New Homes Bonus. The implementation of this new initiative is unlikely to take place until next financial year.

Planning Application Checklist

Officers are working on a new planning application checklist which will be standardised with other planning departments across North Yorkshire. The new checklist is programmed for approval for consultation at the next Policy and Resources Committee meeting in December, and a consultation meeting with planning agents is being arranged for 16 December.

354

Planning Committee 2010/2011 Performance Indicator Exceptions Report: April 2010 – September 2010

The Head of Service – Development Services presented the report giving Councillors details of the Performance Indicators where exceptions were recorded.

Resolved:

That the report be approved.

355

Budget Exceptions to the 30 September 2010

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

Resolved:

That the report be approved.

Planning Applications Received

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

356

Application: 2010/0592/FUL

Location: Whitley Lodge, Selby Road, Whitley

Proposal: Erection of 44 No Dwellings

The Principal Planning Officer reported that the scheme proposes 44 dwellings, associated infrastructure and Public Open Space. There will be car parking provision which equates to 1.5 spaces per dwelling.

Resolved: That that the application be APPROVED subject to the following:

- i) Completion of a Section 106 Agreement to secure the provision of Open Space within the site, Affordable Housing within the site, a contribution to education facilities and a contribution to waste and recycling facilities and;**
- ii) The conditions outlined in the report and circulated officers update report.**

357

Application: 2009/0133/FUL

Location: Main Road, Drax

Proposal: Proposed creation of industrial/commercial units

The Planning Officer reported that the applicant seeks approval for the erection of three new buildings to be used for light industrial purposes. The proposal is to utilise the existing access off Main Road to the site with realigned fencing and gates fitted, set back from the highway to serve three units. The proposal also provides new parking and internal circulation areas serving three new two storey buildings. Shrub planting to the boundary of Main Road is also proposed.

Resolved:

That the application be APPROVED for the following reasons:

- i) That reasons one, two and three for refusal as outlined in the officers recommendation be deleted;**
- ii) That reason four be amended to read ‘ The proposal by virtue of its design, scale and layout is considered to be of high quality design appropriate for the open countryside location and therefore is considered not to be contrary to policy ENV 1(4) of the Local Plan and the advice contained in PPS 1’;**

- iii) That reason five for refusal in the officers recommendation be deleted;
- iv) That reason six for refusal in the officers recommendation be amended to read 'The site is a former railway land which has the potential to cause contamination and no preliminary risk assessment has been undertaken';
- v) That reason seven for refusal in the officers recommendation be deleted and;
- vi) That conditions be delegated to the Head of Development Services.

358

Application: 2010/0555/FUL

Location: Old Great North Road, Brotherton

Proposal: Retrospective planning application for change of use of site to storage of touring caravans, second-hand cars and vans, portacabins, steel security containers and portaloos together with engineering works to resurface specific areas of the site.

The Senior Planning Officer reported that the site forms part of a larger site which has consent for road haulage business. The application is for a retrospective planning application for the change of use of the site to storage of 72 touring caravans, 28 second-hand cars and vans, 4 portacabins, 4 steel security containers and 16 portaloos together with engineering works to resurface the land.

Public Speaker – Mr Simpson (on behalf of Rob Milner)

The public speaker announced that he was speaking on behalf of Rob Milner. The speaker asked for permission to circulate an extensive document outlining and supporting his stance why the application should be refused, these included:

- Green Belt issues
- Caravans, car and other storage
- Opening Hours
- Nearby Auctioneers stated they are not using the site for storage of cars
- Previous enforcement on site
- Semi-derelict nature of the site is due to unauthorised works
- Police recovered stolen goods from the existing buildings
- Guard dogs on the site.

Resolved:

That the application be deferred to allow officers to comment on the circulated document handed out by the speaker and a site visit to be arranged.

359

Application: 2010/0962/FUL

Location: Southlands Close, South Milford

Proposal: Residential development comprising of 35 dwellings

The Senior Planning Officer reported that the application is for the development of 35 residential dwellings comprising of a range of housing types and sizes including 6 two bedroom, 20 three bedroom and 9 four bedroom houses.

Condition 13 to be deleted as it relates to noise from ground heat source pumps which the applicant has stated will not now be used.

Public Speaker – Melissa Madge

- Site permission for 40 dwellings approved after an appeal against non determination on 14 November 2008
- The houses are to be delivered as soon as possible

RESOLVED: That;

- i) **The application be APPROVED subject to the conditions in the officers report and circulated officers update report subject to additional conditions relating to the provision of an on site construction compound and restricted hours of work and;**
- ii) **Completion of a S106 Agreement to secure the provision of Affordable Housing within the site, contributions towards the provision of Waste and Recycling Facilities within the site and contributions towards the improvement of existing Recreational Open Space and Education Facilities within the area.**

360

Application: 2010/0828/FUL

Location: Low Farm, Low Farm Road, Bolton Percy

Proposal: Conversion of redundant agricultural buildings to 2 No. dwellings including the addition of a two storey and a single storey extension

The Senior Planning Officer reported that the applicant is seeking permission for conversion of agricultural buildings with some extensions to create two self-contained dwellings through the conversion of the traditional brick barns and a circular extension to the west of Unit B nearest to Low Farm Road.

Public Speaker – Jennifer Hubbard

- Policy H7 allows conversion of existing buildings
- The conversion of the silos has been taken out of the application
- Requested condition 14 to be amended to read that the building should not be allowed for the housing of livestock.

Resolved: That;

- i) The application be APPROVED subject to the conditions in the report and circulated officers update report, and;**
- ii) Condition 14 be amended to read that the building should not be allowed for the housing of livestock.**

361

Application: 2010/0036/FUL

Location: 94 Main Street, Kelfield

Proposal: Erection of 9 No. dwellings with associated garages following demolition of offices, workshop and outbuildings

The Senior Planning Officer reported that the report had been prepared to confirm the reasons for approval of the application, the conditions to be attached to the consent and to agree the scope of the required S106 matters.

Public Speaker – Jennifer Hubbard

- Asked the Planning Committee to reconsider Condition 2 to allow greater flexibility in respect of the relocation of the business as the application may wish to build their own premises to keep workmen busy
- Would like the clause 'Land' to be included in the Condition
- The applicant may want to start on the approved dwellings before the relocation is complete

Resolved:

That the application be deferred to allow further negotiations to take place in respect of Condition 2.

362

Application: 2010/0868/FUL

Location: Rose Cottage, Mill Lane, Hemingbrough

Proposal: Outline application to include access for the erection of dwelling and garage

The Planning Officer reported that the site relates to part of the garden of Rose Cottage, which occupies a corner plot at the junction of Nursery Close and Mill Lane. The proposal is for outline permission for the erection of a dwelling and garage with access to be considered and all other matters reserved.

Public Speaker – Jennifer Hubbard

- Clarification needed as to Condition 7 as to remove reference to indicative illustrative plans
- It is possible to have two planning applications on site
- The applicant would like the possibility of keeping Rose Cottage and to build one property or to build three and demolish Rose Cottage
- The applicant would agree to the Unilateral Agreement

Resolved:

That the application be APPROVED with the completion of a Unilateral Undertaking to secure the revocation of planning permission 2008/0316/OUT and conditions referred to in the report and circulated officer update report.

363

Application: 2008/1165/FUL

Location: Roose House, Union Lane, Selby

Proposal: Erection of a 74 bed care home

The Senior Planning Officer reported that planning consent is sought for the erection of a 74 bed care home with parking spaces for 25 vehicles.

Resolved:

That the application be deferred to allow North Yorkshire County Council Highways to be invited to attend Planning Committee.

364

Planning Appeals Decisions

The Chair updated on the public inquiry in relation to the Windfarm at Hook
Planning Committee

17 November 2010

Moor, held in October at Leeds which was dismissed and refusal given to the planning permission.

Byram enforcement issue at the traveller's site with the stop notice went to the Planning Inspectorate to be considered. It was dismissed and they have 12 months to find another location. Planning Permission was refused.

Councillor Deans gave an expression of thanks to the Enforcement and Legal teams for their success with the Byram enforcement case.

The meeting closed at 6.30pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Licensing Committee held on 1 November 2010 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

327	Apologies
328	Disclosure of Interest
329	Minutes
330	Procedure
331	Chairs address to the Licensing Committee
332	Private Session
333	Complaint about the behaviour of a Hackney Carriage Driver
334	Complaint about the behaviour of a Hackney Carriage Driver
335	Public Session
336	Discreet Licensing Issue

Present: Councillor R Sayner in the Chair

Councillors: Councillor Mrs D White, Councillor B Marshall, Councillor Mrs S Duckett, Councillor Mrs J Dyson, Councillor C Mackman, Councillor J McCartney, Councillor Mrs K McSherry, Councillor Mrs P Mackay and Councillor Mrs S Ryder.

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

Public: 0

Press: 0

327 **Apologies for Absence and Substitution**

Apologies were received from Councillor K Ellis.

Substitute Councillors were Mrs C Mackman (*for Councillor K Ellis*).

328 **Disclosure of Interest**

None.

329 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 11 October 2010 be confirmed as a correct record and be signed by the Chair.

330 **Procedure**

The Procedure was noted.

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

The Chair put the suggestion forward to the Licensing Committee that a request be made for the Minutes of their meetings to only be put onto the Council website once they had received their approval. Councillors agreed that this was a good idea.

Due to the applicants not being present at the start of the meeting the Chair deferred the scheduled agenda item 6 (Discreet Licensing Issue) and item 7 (Complaint about the behaviour of a Hackney Carriage Driver) until later in the meeting.

Recommended to Council:

That the minutes of the Licensing Committee are not made available on the Council website until the Licensing Committee has approved them.

332 **Private Session**

That in accordance with Section 100(A)(4) of the Local Government Act 1972 in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following items as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of the new Schedule 12 (A) of the Local Government (Access to information) (Variation) Order 2006.

333 **Complaint About the Behaviour of a Hackney Carriage Driver**

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a Hackney Carriage Driver, in relation to the leaving of a Hackney Carriage unattended on a reserve Hackney Carriage Stand.

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

District.

The Licensing Enforcement Officer outlined the details of the case.

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

Councillors sought clarification from the Licensing Enforcement Officer on certain details of the case.

Resolved: That;

- i) The Committee considers the individual to be a fit and proper person to be a licensed Hackney Carriage Driver;**
- ii) The individual will be issued with a written warning for the conduct leaving a Hackney Carriage unattended on a reserve Hackney Carriage stand; and**
- iii) The individual be reminded that it is an offence to leave a Hackney Carriage vehicle unattended, on any rank, at any time.**

334

Complaint About the Behaviour of a Hackney Carriage Driver

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a Hackney Carriage Driver, following an allegation that he caused his Hackney Carriage to be unattended on Finkle Street, Selby, without the engine being stopped.

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

The Licensing Enforcement Officer outlined the details of the case.

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

Councillors sought clarification from the Licensing Enforcement Officer on certain details of the case.

Resolved: That;

- i) The Committee considers the individual to be a fit and proper person to be a licensed Hackney Carriage Driver;**
- ii) The individual will be issued with a written warning for the**

conduct of leaving a Hackney Carriage unattended on Finkle Street, Selby, without the engine being stopped; and

- iii) The warning letter will include notification that it will remain on file for 2 years.**

335 **Public Session**

Resolved:

That the meeting move from private session back into public to consider the scheduled agenda item 6 (Discreet Licensing Issue).

336 **Discreet Licensing Issue**

Councillors received the report of the Licensing Enforcement Officer in regards to a discreet licensing issue.

Councillors were asked to seek a decision regarding the approval of the grant of a Private Hire Vehicle licence in respect of Stewart Wrigglesworth and that the nature of such a licence be discreet in manner.

The Licensing Enforcement Officer outlined the details of the case.

The applicant put forward his reasoning for applying for a Private Hire Vehicle licence that would be discreet in manner.

Councillors asked questions clarifying the circumstances that would surround its use.

Resolved:

That the Licensing Committee approve the issue of a Private Hire vehicle licence in the form of a disc identifying a Range Rover motor vehicle as a Private Hire Vehicle.

The meeting closed at 11.12am

SELBY DISTRICT COUNCIL

MINUTES

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

381	Apologies
382	Disclosure of Interest
383	Minutes
384	Procedure
385	Chairs address to the Licensing Committee
386	Private Session
387	Complaint About Behaviour of Hackney Carriage Driver
388	Complaint About Behaviour of Licensed Private Hire Operator
389	Complaint About Behaviour of Hackney Carriage Driver

Present: Councillor R Sayner in the Chair

Councillors: Councillor Mrs D White, Councillor B Marshall, Councillor Mrs J Dyson, Councillor K Ellis, Councillor Mrs P Mackay, Councillor Mrs K McSherry and Councillor Mrs S Ryder.

Officials: Senior Solicitor, Licensing Enforcement Officer and Overview and Scrutiny Coordinator.

Public: 0

Press: 0

381 **Apologies for Absence and Substitution**

Apologies were received from Councillor Mrs S Duckett.

382 **Disclosure of Interest**

There were none.

383 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 1 November 2010 be confirmed as a correct record and be signed by the Chair.

384

Procedure

The Procedure was noted.

385

Chair's Address to the Licensing Committee

The Chair informed the Committee that the decision they had resolved about the 'Complaint About Behaviour of Licensed Hackney Carriage Driver' case that came as agenda item 10 to the Licensing Committee meeting held on 6 September 2010, had been appealed by the defendant. The case is listed for mention at Selby District Magistrates Court on 21 December 2010.

386

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972 in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following items as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of the new Schedule 12 (A) of the Local Government (Access to information) (Variation) Order 2006.

387

Complaint About Behaviour of Hackney Carriage Driver

The Licensing Committee were told that the Hackney Carriage Driver had informed Democratic Services by letter that he was unable to attend the meeting due to work commitments and would therefore request that his case be considered at the next scheduled Licensing meeting.

Resolved:

That the case be deferred until the Licensing Committee meeting on 10 January 2011.

388

Complaint About Behaviour of Licensed Private Hire Operator

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a licensed Private Hire Operator, in connection with an allegation of failing to report a road traffic accident.

Councillors were asked to consider whether or not the individual was a fit and proper person to be licensed to operate a Private Hire Vehicle within Selby District. Additional papers to the report were also considered in the form of supportive character witnesses from customers of the Private Hire Operator, circulated to members at the

meeting.

The Licensing Enforcement Officer outlined the details of the case.

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

The Licensing Enforcement Officer questioned the individual further to seek clarification on certain points and then summarised the case.

Resolved:

That the Licensing Committee decided that no further action be taken in connection with this matter.

389

Complaint About Behaviour of Hackney Carriage Driver

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a licensed Hackney Carriage Driver; in connection with her simple police caution for assault and for breaching a condition attached to her licence in failing to provide written details within three days of that matter to the Council.

Councillors were asked to consider whether or not the individual is a fit and proper person to be licensed to drive a Hackney Carriage within Selby District. Additional papers to the report were also considered in the form of supportive character witnesses and copies of Licensing Committee papers from 2006 in which the same individual appeared before the committee to apply for a Hackney Carriage Driver licence.

The Licensing Enforcement Officer outlined the details of the case and councillors sought clarification on certain details.

The Driver gave an explanation of the circumstances surrounding the incidents which had led to her coming before the Licensing Committee and answered councillors' questions.

The Licensing Enforcement Officer questioned the individual further to seek clarification on certain points and then summarised the case.

At this point in the meeting Councillor Mrs K McSherry declared a personal interest in the case due to the individual's children attending the school at which she was a Governor. Councillor McSherry remained in the room but did not take part in the vote.

Resolved: That;

Licensing Committee
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- i) The Committee considers the individual to be a fit and proper person to be a licensed Hackney Carriage Driver;**
- ii) The individual will be issued with a written final warning for the conduct of failing to provide written details of a simple police caution for assault within three days of the matter to the Council and for the offence of assault, remaining on file for 2 years.**

Recommendation to Full Council:

That the Legal Department be allowed to keep hard copies of the personal Licensing files of Hackney Carriage and Private Hire Drivers; in order that they are available to members of the Licensing Committee when dealing with individuals for matters brought to their attention.

The meeting closed at 11:20

Selby District Council

MINUTES

Minutes of the proceedings of a meeting of the Audit Panel held on 7 December 2010, in Committee Room 3, The Civic Centre, Portholme Road, Selby, commencing at 4:30 pm.

390	Apologies for Absence and Notice of Substitution
391	Disclosure of Interest
392	Minutes
393	Internal Audit Quarter 2 + Report 2010/11
394	Gas Central Heating
395	Annual Audit Letter
396	Private Session
397	Review of Corporate Risk Register

Present: Mrs E Casling (In the Chair)

Councillors: J Cattanach, R Packham and Mrs A Spetch.

Also in attendance: Head of Service – Finance, Audit and Engagement Manager (Audit Commission), and Audit Manager, North Yorkshire Audit Partnership.

Public: 0

Press: 0

390 **Apologies for Absence**

Apologies were received from Councillor S Shaw-Wright, Councillor M Jordan and Councillor Mrs C Goodall (*as Councillor M Jordan's substitute*).

391 **Disclosure of Interest**

There were none.

392 **Minutes**

Resolved:

That the minutes of the Audit Panel held on 22 June 2010 be confirmed as a correct record and be signed by the Chair.

393 **Internal Audit Quarter 2 + Report 2010/11**

Councillors received the report of the Head of Partnership, North Yorkshire Audit Partnership presented by the Audit Manager, the Internal Audit Q2 + Report for 2010/2011.

The report provided a clear statement of assurance by the North Yorkshire Audit Partnership regarding the adequacy and effectiveness of the internal control system and a summary of the Partnerships performance during the year to date.

Following councillors questions the committee was reassured by officers that their normal working practice meant that any significant weaknesses would be reported back to the Audit Committee.

Resolved:

That the report be noted.

394 **Gas Central Heating**

Councillors received the report of the Head of Service – Finance presenting a briefing on an overspend on gas central heating work on the Council's housing stock.

The report highlighted required improvements to internal control systems within the Housing and Property Services department and provided assurance to councillors that appropriate action has and is being taking.

Resolved:

That the report be noted.

395 **Annual Audit Letter**

As a late correspondence to the meeting councillors received the report of the Audit and Engagement Manager presenting the Annual Audit Letter of 2009/10.

The findings within the letter covered both an audit of Selby District Councils financial statements and the auditor's assessment of the Councils arrangements to achieve value for money in its use of resources.

Resolved: That;

- i) **The Audit Committee congratulate officers on the success of the Annual Audit Letter; and**
- ii) **The report be noted.**

396

Private Session

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

397

Review of Corporate Risk Register

Councillors received the report of the Head of Partnership, North Yorkshire Audit Partnership presented by the Audit manager, covering the latest Corporate Risk Register.

It was explained that the management of Corporate Risks continues to run well, with the register now being reviewed quarterly by OMT and Risk Management Plans developed in all cases where risks are considered to be outside tolerance levels.

Councillor Packham requested that the new executive arrangements and structure agreed at the last Full Council meeting be included as future risk indicators, officers responded to say that these were subject to project risk registers and as such, would be monitored by the member working group which has been established to oversee their implementation.

Resolved:

That the report be noted.

The meeting closed at 17:15

Selby District Council

MINUTES

Minutes of the proceedings of a meeting of the Economy Board held on **Tuesday 23 November 2010** in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at **4.00pm**.

373	Apologies for Absence
374	Disclosure of Interests
375	Minutes
376	Chair's Address to the Economy Board
377	Economy Board 2010/2011 Performance Indicator Exceptions Report: April 2010-September 2010
378	Budget Exceptions Report to 30 September 2010
379	Local Enterprise Partnerships
380	Industrial Units Management Update

Present: Councillor C Pearson in the Chair

Councillors: J Deans, K Ellis (sub for R Sweeting), Mrs C Goodall, Mrs P Mackay, Mrs E Metcalfe, B Percival, (sub for D Fagan), J Thurlow.

Officials: Head of Service – Finance, Development Policy Manager, Housing Support Services Manager, Democratic Services Manager and Democratic Services Support Assistant.

Public: 0

Press: 0

373 Apologies for Absence and Substitution

Apologies received from Councillor D Fagan and Councillor R Sweeting.

Substitute Councillors were Councillor Keith Ellis (Sub for Councillor R Sweeting) and Councillor B Percival (Sub for Councillor D Fagan).

374 Disclosures of Interest

None.

375 Minutes

Resolved:

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

Economy Board
23 November 2010

Board held on Tuesday 14 September 2010 be confirmed as a correct record and be signed by the Chair.

376

Chair's Address to the Economy Board

The Chair of Economy Board raised the following issues:

Tate and Lyle Site

The new owners of the Tate and Lyle site are now expected to be operational by August or September 2011.

Job Creation in Sherburn in Elmet

The Chair of Economy Board highlighted that jobs would be created by a national retailer moving into premises in Sherburn in Elmet.

Selby Business Park

It was stated that there has been increased interest in Selby Business Park.

377

Economy Board 2010/2011 Performance Indicator Exceptions Report: April 2010 – September 2010

The Head of Service – Finance presented the report detailing Economy Board performance indicator exceptions for 2010/11 as at 30 September 2010.

The Head of Service – Finance highlighted the key areas for improvement and responded to a query regarding Council Tax collection.

Resolved:

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

378

Budget Exceptions Report to 30 September 2010

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

The Head of Service – Finance reported that at the end of September officers are forecasting savings of £54k across revenue budgets. It is proposed that these savings will be used to offset additional costs elsewhere in the General Fund.

Resolved: That;

- i) **The report be noted and actions of officers be endorsed.**
- ii) **Economy Board budgets be adjusted to reflect the savings expected to be achieved this year, and that the Council's Medium Term Financial Plan be amended to take account of projected savings in 2010/11 and 2011/12 where these are not currently allowed for in the budget.**

379

Local Enterprise Partnerships

The Development Policy Manager presented the report providing an update on submissions of two Local Enterprise Partnerships and progress since the previous Economy Board.

Councillor B Percival provided an update on his work looking into how the Council could communicate and work more effectively with the private sector in order to strengthen the local economy.

Resolved:

That the report be noted.

380

Industrial Units Management Update

The Housing Support Services Manager updated Councillors on the current position with the occupancy of Industrial Units managed by the Council in Selby and Sherburn in Elmet.

The Housing Support Services Manager stated that the low occupancy rate of Industrial Units was steadily improving and that applications are currently progressing for two of the empty units.

Resolved:

That the report be noted.

The meeting closed at 4.53pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Environment Board held on 28 October 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

318	Apologies for absence
319	Disclosure of interest
320	Minutes
321	Chair's Address to the Environment Board
322	Local Air Quality Management Progress Report
323	Draft Streetscene Strategy
324	Climate Change Action Plan A9: Ban the Bag
325	PI Report April 2010 – September 2010
326	Budget Monitoring 1 st Quarter 2010/11

Present: Councillor C Metcalfe in the Chair

Councillors: C Mackman, A Pound, J Mackman, D White, N Martin, B Packham, J Thurlow, G Ivey and J Mackman.

Officials: Head of Service – Partnerships and Commissioning, Environmental Health Manager, Accountancy Services Manager, Senior Technical Officer, Partnerships and Equalities Officer and Committee Services Officer.

Public: 0

Press: 0

318 **Apologies for Absence and Substitution**

Apologies were received from Councillor I Nutt, Councillor M Jordan and Councillor R Sweeting.

Substitute Councillors were J Mackman (*for R Sweeting*) and Councillor Ivey (*for M Jordan*).

319 **Disclosure of Interest**

None.

320 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Environment Board held on 10 June 2010 be confirmed as a correct record and be signed by the Chair.

321

Chair's Address to the Environment Board

The Chair reported that the alternative bin collection service had now been running for a year. Despite initial small hick ups it had run very smoothly and residents had complimented its success.

The Chair congratulated the residents of Selby whose involvement had made the success of the alternative bin collection possible.

322

Local Air Quality Management Progress Report

Councillors received the report of the Environment Health Manager which sought to advise board members of the findings contained in the 2010 Air Quality Progress Report for Selby District Council.

Councillors asked the Environmental Health Manager various questions clarifying the details of the report.

Councillor Ivey asked about the tip in Kellington Colliery and complaints that had been received re the level of the tip and dust in the area.

The Environmental Health Officer responded that he would ask officers to establish responsibility and then either investigate or refer to the Environment Agency if appropriate and feedback to Cllr Ivey.

Resolved:

That the report be noted.

323

Draft Streetscene Strategy

Councillors received the report of the Partnerships and Commissioning Officer which provided Members with an update of the draft Streetscene Strategy for 2011 -2016.

It was discussed with officers to look into referring to the possibilities of prosecutions in the strategy, inviting enterprise to a future meeting to outline their use of 'n-cab' and increasing the overall recycling target in introduce a more challenging goal.

Resolved:

That the report be noted and the strategy be ratified and implemented.

324

Climate Change Action Plan A9: Ban the Bag

Councillors considered the following briefing note of the Senior Environmental Health Officer:

Introduction:

Action A9 of the current action plan attached to Selby District Council Climate Change Strategy requires that consideration is given to a 'Ban the Plastic Bag' Campaign and if this would be suitable for Selby District. The action requires that community interest is gauged with a follow up report to Environment Board.

Community Interest:

In order to move forward on this action an 'In Focus' article was placed on the home page of Selby District Council website on the 21 June 2010 and a voting button open during the period 11 June to 3 August and was, therefore, open to staff members, elected members and public. The article was linked to a voting button asking readers if they would support a 'Ban the Bag' Campaign or not. The results would indicate that there was considerable support for the campaign at 65% of people voting yes, however, despite around 18,000 hits per month on the Selby District Council website during that period only 34 people responded which may indicate that the large majority of the population of Selby District do not feel this issue is worthy of comment.

Ban the Bag in Britain:

Traditionally similar campaigns in this country have been initiated by community groups or individuals however, more recently York City Council have been involved in supporting a community groups in similar campaigns but providing one off payments of £2500 to design and produce publicity leaflets and to supply one fee hessian bag per household – delivered to the households in the targeted area. Costs to the council were also in the form of staff costs of a part time member of staff at 0.5 a full time equivalent for 6 months.

Position of Selby District Council:

There are a number of actions that Selby District Council could take forward in this area from implementing a campaign for a district wide ban

run by this organisation to providing support to community groups who want to pursue this issue through the CEF organisations within the district. No matter which route is followed this is likely to incur costs both in terms of finance and officer time. It is, therefore, **recommended** that no further action is taken at this time to pursue this initiative and it is requested that the Chair of Environment Board endorses this view.

Councillor Thurlow suggested that the Community Engagement Forums should seek to take up this issue investigating the possibility of the backing of a supermarket in the area.

Resolved: That;

- **The Environment Board take no further action at this time to pursue the 'ban the bag' initiative; and**
- **The briefing be noted.**

325

Performance Indicator Report April 2010 – September 2010

The Head of Service – Partnerships and Commissioning presented a report to Councillors which sought to focus on priority areas and managing the performance of the Council by updating the Environment Board with details of performance indicator exceptions for 2010/11 as at 30 September 2010.

Resolved:

That the report be noted.

326

Budget Monitoring 1st Quarter 2010/11

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

Resolved: That;

- **The Environment Board endorse the actions of officers;**
- **The Environment 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 projected savings in 2010/11 and 2011/12 where these are not currently allowed for in the budget; and**
- **The report be noted.**

The meeting closed at 17:10
Environment Board
28 October 2010

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a extraordinary meeting of the Overview and Scrutiny Committee held on Thursday 4 November 2010, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 6.30pm.

337	Apologies for Absence
338	Declarations of Interest
339	Minutes
340	Chair's Address to the Overview and Scrutiny Committee and Work Programme
341	Question and Answer Session with Nigel Adams MP
342	Discussion: Task and Finish Group Topics

Present: Councillor J McCartney in the Chair

Councillors: Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, W Inness, B Marshall, Mrs K McSherry, Mrs A Spetch, Mrs S Ryder, Mrs G Ivey and J Mackman.

Officials: Chief Executive, Head of Service – Customers and Business Support, Overview & Scrutiny Coordinator.

Invitees: Nigel Adams MP

Public: 2

Press: 0

337 Apologies for Absence

Apologies were received from Councillor Sayner.

338 Disclosure of Interest

None were received.

339 Minutes

RESOLVED:

That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on 23 September 2010 be confirmed as a correct record and be signed by the Chair.

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

Nothing to report.

341 **Question and Answer Session with Nigel Adams MP**

The Chair introduced and welcomed Nigel Adams MP to the meeting. He responded to questions and various issues raised by councillors concerning the following topics.

- Transport
- Arbre Wood Burning Power Station
- Wind Turbines
- Waste Incinerators
- Police and Crime Commissioners
- Policing cuts
- Budget Cuts – The Elderly, Vulnerable and Disabled
- Proposed Changes to Child Benefit
- Alternative Vote System (AVS)
- Selby District Services
- Employment Creation and Investment
- Comprehensive Spending Review

In response to the issue of transport, Mr Adams said there were going to be cuts to transport services, non palatable to the entire country, but he fully recognises the importance of these services to the community. Mr Adams told the committee that he would be meeting with the transport minister on the 25th November 2010 to discuss this issue and would be happy to report back.

In response to the issue of the Arbre Wood Burning Power Station, Mr Adams explained that he had written a letter to the Power Station requesting their latest position but had not yet received a reply.

In response to the issue of Wind Turbines, Mr Adams stated that he did not hold a positive view of them. Regarding their proximity to property; there would be a debate in the upcoming week. He would attend and voice the opinion that there should be a minimal distance to residents homes enforced because house prices and therefore peoples welfare, are directly effected.

In response to the issue of waste incinerators, Mr Adams told Councillors the reality was that something needed to be done about landfill. In terms of their environmental effect Mr Adams explained he felt more comfortable about the concerns having sat with experts on the issue who

told him about the stringent regulations imposed of these.

In response to the issue of Police and Crime Commissioners, Mr Adams thought the government White Paper; 'Policing in the 21st Century: Reconnecting Police and the People' would increase police accountability and reflect local policing needs. Mr Adams had received confirmation from the Policing Minister that this will not result in increased costs to the tax payer.

In response to the issue of Policing cuts, Mr Adams expressed his confidence that North Yorkshire Police would continue to deliver and also confirmed that there would be no Police force merges.

In response to the issue of Budget Cuts – The Elderly, Vulnerable and Disabled, Mr Adams told members the most vulnerable in society needed to be protected and that universal benefits for the elderly such as free eye tests and winter payments would continue.

In response to the issue of Proposed Changes to Child Benefit, Mr Adams answered members concerns of anomalies and aspects allowing for dishonesty from applicants in the new system by saying that those in power had three years to get it right and it was the intension to do so.

In response to the issue of the Alternative Vote System (AVS), Mr Adams told the committee he believed that the AVS system would not be a success and that instead, he was a believer in the 'first passed the post' system.

In response to the issue of Selby District Services, Mr Adams explained that although he does receive a lot of issues relating to Selby District Council he believed and the feedback from his staff reflects that the Council overall to do a good job in delivering their services.

In response to the issue of Employment Creation and Investment, Mr Adams explained that in his view this was vitally important. He believed that increased unemployment results in more social issues generally. Mr Adams also told the committee that he spends a lot of time with potential employers, encouraging them to locate to Selby to encourage growth in the area.

In response to the issue of the Comprehensive Spending Review, Mr Adams told members that the ruling government were put in a situation where they have had to make inevitable cuts and many areas would be affected, but it was now all of their duties to ensure the best service delivery with the means available.

Resolved:

That Nigel Adams MP be thanked for his attendance and for responding to questions raised by councillors.

342

Discussion: Task and Finish Group Topics

The Overview and Scrutiny committee were asked that any suggestions for Task and Finish groups be reported to the Overview and Scrutiny Coordinator.

The meeting closed at 7.55pm

Minutes of the meeting of the Selby Community Project - Internal Project Board held at 9.30am on Thursday, 11 November 2010, in Committee Room 1.

Present: Councillor M Crane (MC) (Chair)
M Connor, (MCo) Chief Executive
J Lund (JL)
K Iveson (KI)
Councillor M Jordan (MJ)
Councillor Mrs C Mackman (CM)
Councillor N Martin (NM)
Councillor B Percival (BP) (Substitute for D Fagan)

In attendance: K Goodwin, (KG) Project Lead – Selby Community Project - Selby District Council
K Martin, (KM) Project Manager, Turner & Townsend Project Management
P Sheppard, (PS) North Yorkshire County Council
M Davis, PA to the Deputy Chief Executive

1. Welcome Action

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

2. Apologies

Apologies for absence were received on behalf of Councillor Fagan (Councillor Percival acting as substitute).

3. Minutes of last Meeting – 22 July 2010

The minutes from the meeting held on 22 July 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.

PS confirmed the mini-roundabout and pedestrian crossing would be completed by early May 2011. A start date of 14 February was given providing there were no undue delays.

KG queried the provision of speed cushions along Doncaster Road and asked whether the monies due under the s106 agreement would reduce because not all of the original works were being included.

PS explained that since the s106 agreement had been signed there was a problem with highway alignment and the mini-roundabout would need to come further into the site at an additional cost which offset any reduction.

Traffic calming consultation showed opposition to the proposed speed cushions, so they had been deleted from the scheme and the road was not wide enough for the cycle way. The mini-roundabout would be a raised dome but traffic would be able to drive over it and the pedestrian crossing would be on a speed platform.

KG requested PS to provide in writing the details of what is now being provided under the s106 agreement and the revised costs.

PS/KG

Discussion took place around the amendment of the s106 agreement.

KG asked PS about the signage for the new hospital and Civic Centre along Doncaster Road and on the by-pass. Proposals for signage will be submitted to PS for approval.

KG

MC thanked PS for attending the meeting.

6. Project Update Report

A progress report was circulated with the agenda.

Progress

KM updated on progress made and reported that works are still 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 building is nearly water tight and once this is achieved fit out of the internal space will commence.

Planning permission has been granted for the temporary use of Green Lane for site access during the latter stages of the project.

Progress reporting continues on a regular basis.

7. Opening Ceremony

Martin Connor updated the IPB on the proposals for the joint opening ceremony. It is also proposed to hold a ceremony for the rededication of the war memorial site.

KG confirmed that certain artefacts from the current hospital would be included within the new site.

8. Date of Next Meeting

The date of the next meeting will be Thursday, 3 March 2011 at 2.00 pm at the Civic Centre.

9. Any Other Business

There was no further business.

A tour of the site followed the meeting.