

# F & GP Committee held Monday 10th September 2018

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Northallerton Town Council  
Held 7.00 p.m. Upper Hall, Town Hall, Northallerton

Present: Chairman: Councillor J Forrest  
Councillors P Atkin, G Cullen, J Dobson, C Palmer, J Prest, D Robertson  
Officer: J Johnstone

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| <b>FGP/1196</b> | <b><u>To elect Chairman</u></b>   |
|                 | Cllr Palmer started the meeting as she was last Chairman. Named votes were asked for.<br>Cllr Palmer proposed Cllr Forrest seconded by Cllr Prest<br>Cllr Dobson proposed Cllr Atkin seconded by Cllr Robertson.<br>Cllrs Atkin, Dobson and Robertson For Cllr Atkin       3 votes<br>Cllrs Cullen, Forrest, Palmer and Prest For Cllr Forrest 4 votes  |
| Resolved:       | Cllr Forrest is Chairman  |
| <b>FGP/1197</b> | <b><u>To elect Vice Chairman</u></b>  |
|                 | Named votes were asked for.<br>Cllr Palmer proposed Cllr Prest seconded by Cllr Forrest<br>Cllr Dobson proposed Cllr Robertson seconded by Cllr Atkin<br>Cllrs Cullen, Forrest, Palmer and Prest For Cllr Prest     4 votes<br>Cllrs Atkin, Dobson and Robertson For Cllr Robertson   3 votes   |
| Resolved:       | Cllr Prest is Vice Chairman   |
| <b>FGP/1198</b> | <b><u>To receive apologies for absence</u></b>  |
| Resolved:       | No apologies for absence  |
| <b>FGP/1199</b> | <b><u>To receive declarations of interest from Councillors on agenda items:</u></b>   |
| Resolved:       | None to receive   |
| <b>FGP/1200</b> | <b><u>To grant dispensation as appropriate:</u></b>   |
| Resolved:       | None to receive   |
| <b>FGP/1201</b> | <b><u>To discuss and agree terms of reference</u></b>   |
|                 | Membership of the committee was discussed with various options considered, that chair and vice chair of committees were automatically on the committee and change the committee membership to 8 members or only just the chairs of committees and other members of the council. Town Hall Management is taken out as Amenities now incorporates Town Hall Management.<br>To be added into the Chair and Vice of F&GP that if the Mayor and Deputy do not want to take up the role then a Chair and Vice be elected as other committees.<br>To consider making recommendations to Council on donations/grants was removed  |
| Resolved:       | <ul style="list-style-type: none"> <li>a. As the terms of reference has not be approved by Town Council all resolution can only be recommended to Town Council for approval. All in favour</li> <li>b. Membership is Mayor and Deputy, Chair and Vice Chair of Amenities and Staffing and 2 members from Council a total of 8 members. 8 for 2 against</li> <li>c. To be added that the Chair and Vice Chair will be the Mayor and Deputy in circumstance that neither want to take up the position then a Chair and/or Vice Chair be elected from other committee members. All in favour</li> <li>d. Removal of donations/grants is agreed. All in favour</li> </ul> |
| <b>FGP/1202</b> | <b><u>To receive an updated Financial Report to 31/08/18</u></b>  |
| Resolved:       | Recommendation that the Financial Reports are received.   |
| <b>FGP/1203</b> | To consider exclusion of members of the press and public under the Public Bodies (Admission to Meetings) Act 1960 for items 9,10,11,12 due to the confidential nature of the business   |
| Resolved:       | All in favour   |

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| <b>FGP/1204</b> | <b><u>To discuss and agree purchase of new accounts and booking system</u></b><br>After a lot of research into accounting systems this accounting system was recommended. Existing accounting system is not suitable and it would assist the Clerk to do her job and with the bookings system included it will help all office staff especially saving time. |
| Resolved:       | Recommendation that the new accounts and booking system is purchased. All in favour  |
| <b>FGP/1205</b> | <b><u>To discuss and agree action wifi in the Town Hall</u></b><br>Discussion took place about wiring the wifi and if there would be a guarantee that it would work, would there be any discount.  |
| Resolved:       | Recommendation that the wifi is agreed and to ask if there would be any discount off the yearly cost. 6 for 1 against  |
| <b>FGP/1026</b> | <b><u>To discuss and agree purchase of Town Council electronic tablets</u></b>   |
| Resolved:       | Recommendation defer to next Town Council meeting. All in favour   |
| <b>FGP/1207</b> | <b><u>To discuss and agree action for Bankhead safety surfacing</u></b><br>This type of safety surface does not appear to be hard wearing, there is more sustainable surfaces.   |
| Resolved:       | The Clerk to do more investigation and get costings and take to the next Amenities meeting. All in favour  |

Meeting closed at 7.43pm