

Town Hall Management Committee, Monday 13th April 2015 at 6.30 pm

Northallerton Town Council
Held 7 p.m. Upper Hall, Town Hall, Northallerton

Present: Councillor: P Forster (Chairman)
Councillors: K Archer, P Atkin, J Coulson and J Forrest

Officer: Kay Lambert

THM/519	To receive apologies for absence
Resolved:	Apologies for absence were received from Councillor Turner. That apologies are accepted.
THM/520	To receive declarations of interest from Councillors on agenda items
Resolved:	None to receive.
THM/521	To grant any requests for dispensation as appropriate
Resolved:	None.
THM/522	To receive and adopt the minutes of the Town Hall Management Committee Meeting held 9 March 2015:
Resolved:	That the minutes are received and adopted.
THM/523	To agree action re matters arising from the last meeting:
523.1	Update replacement /reconfiguration of the lights to the first floor ladies and gents toilets: Members were informed that further enquiries had been made with the contractor who has advised that the tubes required are cheaper and will be 50% more efficient. Discussion took place on this matter and it was proposed that the lighting is put on a master switch and that the electricity is monitored if possible. This was seconded and agreed.
Resolved:	That a master switch is installed and electricity is monitored if possible.
523.2	Installation of Hearing Loop to both the Lower and Upper Halls: Members were provided with details of four up to date quotations for the installation of a hearing loop in both halls. It was agreed that the Assistant Clerk contact Contractor 3 to obtain a breakdown for the hearing loop and this information is provided for the next meeting of Town Hall Management. Quotations 2 and 3 can then be compared.
Resolved:	That a breakdown for quotation 3 for the hearing loop is provided for the next meeting.
523.3	Upgrade of the PA System: It was agreed that the Assistant Clerk contact Contractor 3 to obtain a breakdown for the PA System. When this information is received the Committee will then make a decision between Quotations 2 and 3.
Resolved:	That a breakdown for quotation 3 for the upgrade of the PA System for the next meeting.
THM/524	To receive correspondence and agree action:
524.1	Banister, Town Hall: Members were informed that a letter had been sent to the Stonemasonry Contractors asking about the missing banister. Members were given details of the email received in response to the letter and noted that the banister had been left in the Town Hall basement. Councillor Forrest said that the Clerk had looked on CCTV and the only people who had been in the Basement were himself, Councillor Archer and the Caretaker. This was discussed by Members and it was concluded that the missing banister is put down as "missing without trace".

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Monday 13th April 2015 at 6.30 pm

Resolved:	That the banister is missing without trace.
THM/525	To Agree action re Bookings:
525.1	Town Hall Booking, Saturday 18 April 2015: Members were informed that this booking had now been paid for in total. Noted.
525.2	Town Hall Booking, Saturday 1 August 2015: Members were informed that a hirer for a booking on 1 August 2015 had requested a concession similar to one which had been granted to them earlier in the year. Members discussed this matter and it was agreed that no concession will be permitted on this occasion. As the previous concession had not been brought to the attention of the Committee, it was agreed that this matter will be taken up with the Clerk.
Resolved:	That the matter is taken up with the Clerk and the hirer is informed of the Committee decision.
525.3	Town Hall Bookings, 8/9 May and 14/15 August. Members discussed the bookings and it was agreed that the booking fee will be £300 per occasion.
Resolved:	That the booking fee will be £300 per occasion and the hirer is informed.