

Town Hall Management Committee, Monday 23 February 2015

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

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

Officer: Kay Lambert

THM/501	To receive apologies for absence
Resolved:	Apologies for absence were received from Councillor Atkin and Councillor Turner (who may arrive late). That apologies are accepted.
THM/502	To receive declarations of interest from Councillors on agenda items
Resolved:	None to receive.
THM/503	To grant any requests for dispensation as appropriate
Resolved:	None.
THM/504	To receive and adopt the minutes of the Town Hall Management Committee Meeting held 26 January 2015:
504.1	Members were asked if they had any questions on the minutes of the meeting. Councillor Archer said that minute THM/492 does not accurately reflect the discussion and resolution. It had been agreed at the January meeting that a letter is written to the two tenants, requiring that they remove their signage in 21 days if Listed Building Consent has not been granted. The Assistant Clerk said that letters have been sent to the tenants and the Clerk had discussed the issue with both of them. The Clerk has had sight of the application for Listed Building Consent in respect of Suite 1 has and has also spoken to the tenant of Shop 7. The tenant said he had made representations about his signage to the Listed Buildings Officer at the time when the weathervane was being erected outside of the Town Hall, saying that the materials used were similar. He had heard no more from HDC.
Resolved:	(i) The wording of the minute and resolution are referred to the Clerk. (ii) The minutes are received and adopted with the exception of THM/492.
504.2	Members were informed that the notice explaining how to open the door when leaving the building has been replaced.
Resolved	Noted by members.
THM/505	To agree action re matters arising from the last meeting:
505.1	Replacement of obsolete light fittings in the Upper and Lower Halls: The Assistant Clerk informed members that on the instructions of the Clerk she had telephoned another contractor in Northallerton who had confirmed that 8 ft fluorescent lights are no longer available and it has been three years since they have had supplies. Councillor Archer said that he would check up on this the following day. Noted.
505.2	Replacement /reconfiguration of the lights to the first floor ladies and gents toilets: The Assistant Clerk informed members that on the instructions of the Clerk she had attempted to obtain additional quotes and alternative recommendations for the lights. Four local contractors had been contacted and only one had responded positively. This contractor was unable to look at the works for two weeks but as his was the only response the Assistant Clerk had asked him to look at it. Members requested that this information is available for the next meeting of the Committee.

1

Chairman *P. Forster*

Clerk *K. Lambert*

Dated *09/03/15*

Town Hall Management Committee, Monday 23 February 2015

Resolved:	That a second quotation and alternative recommendation is requested for the next meeting.
505.3	Internal and External signage for the Town Hall building and agree action as appropriate: Members were informed that the internal signage is now complete, along with the notice explaining how to open the door when leaving the building. Members asked if the external planning application has been granted and the Assistant Clerk was asked to find out this information from the Listed Building Officer.
Resolved:	That the Assistant Clerk makes enquiries to see if Listed Building Consent has been obtained for the signage.
505.4	Installation of a Hearing Loop to both the Lower and Upper halls: The Clerk had asked if the Committee are happy to proceed with quote number 1 for the hearing loop in both the upper and lower halls. Details of the quotation had previously been given to members and they said that a cost per hall of £318.71 had been agreed inclusive of installation. The Assistant Clerk said that according to the information she had been provided with, the installation was additional to this cost. It was agreed that this will be clarified for the next meeting.
Resolved:	That the cost will be clarified for the next meeting.
505.5	Upgrade of the PA System: It was agreed that further information will be sought on the quotations.
THM/506	To receive the Town Hall Financial reports for 2014/15:
Resolved:	That the Financial Reports for 2014/15 are received.
THM/507	To receive the tabled Orders:
Resolved:	No orders to receive.
The Chairman proposed that due to the confidential nature of the business to be transacted and under the Public Bodies (Admissions to Meetings) Act 1960 and LGA 1972, ss 100A to 100K, and ACA 1998 s10, the meeting is adjourned to private session	
THM/508	To discuss items of a private nature and agree action thereof:
Resolved:	THM/500.1, are adopted and acted upon
The meeting closed	