


Town Hall Management Committee, Monday 26th January 2015


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

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

THM/485	To receive apologies for absence
	None to receive
THM/486	To receive declarations of interest from councillors on agenda items.
	None to receive
THM/487	To grant any requests for dispensation as appropriate.
	None
THM/488	To receive and adopt the minutes of the Town Hall Management Committee Meeting held 24th November 2014
	The minutes were proposed and seconded
Resolved:	Minutes THM/476 – THM/484 are adopted and acted upon
THM/489	To confirm the appointment of additional members to the Committee
	Resolved It was proposed and seconded that Councillors Coulson and Atkin are appointed formally as members of the Town Hall Management Committee
THM/490	To agree the replacement of obsolete light fittings in the Upper and Lower Halls
	Members were informed that the fluorescent bulbs in the lower and upper halls are no longer manufactured, but are currently obtainable and at a premium of £15 each until stocks are depleted in one to two years. The Clerk had obtained quotations to replace the fittings and lights and these were presented to members. Councillor Archer said he had made enquiries with another local electrical trader who has said the opposite and they will always be available.
Resolved:	The Clerk to seek a second opinion re phasing of the bulbs.
THM/491	To agree the replacement/reconfiguration of the lights to the first floor ladies and gents toilets
	Members discussed to current problems with the lighting. The Clerk presented quotations to replace the fixtures with an alternative system in both the gents and ladies first floor toilets. Discussion ensued to consider if the lights should remain on all the time of be on a switch system.
Resolved:	i) Members agreed that in principle an alternative system should be installed for Health and Safety reasons. ii) The Clerk seeks additional quotes and alternative recommendations.
THM/492	To receive an update re Internal & External signage for the Town Hall building and agree action as appropriate
	Members were informed that the application for external signage was in process. Questions were raised about the external signage for Suite 1 and Unit 7 as to if they had sought listed building approval. Councillor Coulson reported that the notice explaining how to open the door when leaving the building was missing
Resolved	i) A letter is written to the tenants asking for clarification re listed building approval ii) The notice is replaced.

1

Chairman 

Clerk 

Dated 28.1.15

Town Hall Management Committee, Monday 26th January 2015

THM/493	To consider and agree to the Town Council hosting table top sales on a Sunday in the Town Hall
	This item was brought forward by Councillor Forrest who proposed that the Town Council consider hosting table top sales on a Sunday. Members discussed the proposal and implications of staffing costs and viability.
Resolved:	The proposal was not supported.
THM/494	To consider and agree action re the refurbishment/decoration of the Upper Hall
	This item was brought forward by Councillor Forrest who proposed that some Council members had offered to undertake the works for painting the Hall. Discussion ensued.
Resolved:	i) The works must be undertaken by a professional ii) Defer, pending completion of the works to envelope of the building
THM/495	To consider and agree action re the refurbishment/decoration of the Reception office
Resolved:	Defer pending completion of work to the envelope of the building.
THM/496	To consider and agree action re the installation of a Hearing Loop to both the Lower and Upper halls.
	Quotations were presented.
Resolved:	Quotations 1 is accepted and a hearing loop is installed in both the lower and upper halls
THM/497	To consider and agree action re the upgrade of the PA system
Resolved:	Defer - pending Clerk seeking further information
THM/498	To receive the Town Hall Financial Reports for 2014/15
Resolved:	The financial reports are received.
THM/499	To receive the tabled Orders
	None 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 adjourns into private session.	
THM/500	Private Session
	To receive the Aged Debtors report and to consider and agree action thereof.
Resolved:	The report is received.
The meeting re adjourned from private session and closed.	

Chairman 

Clerk

Dated 28.12.15