

# Town Council Meeting Minutes, 18<sup>th</sup> November, 2019

Northallerton Town Council

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

Present: Councillors: J Forrest (Chairman)  
P Atkin, K Bowler, G Cullen, C Hutson, J Hutson, C Palmer,  
D Richardson, C Young

Also Present: M Day of Streetscape, C Dickinson County and District Councillor, G Ramsden  
District Councillor, one member of the public, Mr P Cornfoot and Sgt Wilson of North  
Yorkshire Police

Officer: Alexandra Little, Locum Clerk

<b>TC/157</b>	<b>To receive apologies for absence</b>
Resolved	Apologies received from Councillor P Eames & Councillor J Prest
<b>TC/15/8</b>	<b>To receive declarations of interest from Councillors on agenda items</b>
Resolved	None received
<b>TC/159</b>	<b>To grant requests for dispensation and agree action as appropriate</b>
Resolved	No dispensation was requested
<b>TC/160</b>	<b>To receive the Police Report</b>
Resolved	The Police report was received
<b>TC/161</b>	<b>To receive Police Safety Report for Bullamoor Park</b>
Resolved	The presentation was received
<b>TC/162</b>	<b>To receive presentation from Streetscape regarding Bullamoor Park and agree action</b>
	Discussion took place with input from the Chairman of the Bullamoor Residents Association. A clear entrance, additional lighting and CCTV were requested in order to provide a safe and useful space, prior to additional equipment being purchased.
Resolved	Presentation received and accepted Park boundary to be established with HDC, to confirm ownership M Day to prepare a quotation for fencing at Dean Road Quotation to be sought for 2 CCTV cameras and additional lighting
<b>TC/163</b>	<b>To fill the North Ward vacancy as advertised</b>
	Mr P Cornfoot gave a short presentation to the council. A vote was taken for the 3 applicants
Resolved	Mr P Cornfoot be co-opted to Northallerton Town Council Mr Cornforth signed a Declaration of interest and joined the meeting
<b>TC/164</b>	<b>To receive the Mayors Statement</b>
Resolved	The Mayors Statement was received and accepted
<b>TC/165</b>	<b>Public Forum</b>
Resolved	No public comments
<b>TC/166</b>	<b>To receive and approve the minutes of the Town Council meeting 21/10/19</b>
Resolved	Minutes were adopted. All in favour
<b>TC/167</b>	<b>To ratify agreement of the free use of the Lower Hall in March 2020 for Dementia Forward</b>
Resolved	To defer this decision until dates have been received
<b>TC/168</b>	<b>To receive an update on the security of the Town Hall Building</b>
Resolved	No update received
<b>TC/169</b>	<b>To update council on HR contractor position</b>
	The Service Level Agreement ended on 31.03.20 as NYCC do not have capacity to support the needs of Northallerton Town Council
Resolved	Update noted and quotations found from outside.
<b>TC/170</b>	<b>To consider all matters relating to the Northallerton and Romanby JBC</b>
Resolved	None to receive

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Chairman.....

Dated .....

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TC/171	<b>Northallerton BID environmental meeting notes</b>
Resolved	Notes received
TC/172	<b>To discuss amenities report and agree actions – report by Grounds Maintenance Supervisor</b>
Resolved	Amenities report received and accepted Follow up items to be reviewed and contractors sought, if work cannot be done by maintenance team
TC/173	<b>To agree the reinstatement of the following committees and select members for each:</b> <ul style="list-style-type: none"> <li>- Amenities (1 Ex-Officio and 4 members)</li> <li>- Finance and General Purpose (Chair of Committees and 2 other members)</li> <li>- Town Hall (Building Maintenance and Equipment) (1 Ex-Officio and 4 members)</li> </ul> <p>Discussion took place around the need for committees, it was acknowledged that progress had been made by working as a full council and a number of options were explored. Cllr Atkin proposed reinstatement of Finance General Purpose Committee Cllr Forrest proposed this be Chairman, Vice Chairman of council, Vice Chairman of Staffing Committee and 2 others</p>
Resolved	Finance and General Purpose Committee be formed, with members as follows: Cllr Forrest Cllr Palmer Cllr J Hutson (Vice Chairman Staffing) Cllr C Hutson Cllr P Eames
TC/174	<b>To establish a working party for Events to include other agencies (4 Councillors)</b>
Resolved	All in favour, members as follows: Cllr Bowler, Cllr Eames, Cllr Cornforth and Cllr Young
TC/175	<b>To agree the Precept 2020/2021</b>
Resolved	Finance Committee to review precept requirements 2020/2021. Decision to be made at December Town Council meeting
TC/176	<b>To receive correspondence list</b>
Resolved	Correspondence list received Corresp 196 - Request to display banners advertising was acknowledged with no objections and referred to North Yorkshire County Council for review Corresp 194 - Request for 2 bookings in the lower hall FOC be granted All in Favour
TC/177	<b>To agree Town Council Planning recommendations re tabled list appendix i</b>
Resolved	The planning list was received.
TC/178	<b>To receive Orders &amp; Payments appendix ii</b>
Resolved	Order and Payments received and approved
TC/179	<b>Change of office opening hours to the public</b>
Resolved	Opening hours, staffing structure and location of staff within the offices to be considered by Staffing Committee
TC/180	<b>Requests to present or receive information</b>
Resolved	None received
TC/181	<b>Due to 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 19998, TC/182 and TC/183 to be held in private session</b>
Resolved	All in favour
TC/182	<b>To receive and approve private session minutes on 21 October 2019</b>
Resolved	All in favour
TC/183	<b>To receive staffing committee minutes on 28 October 2019</b>
Resolved	Minutes received

20.13 Closure of the Meeting

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Chairman.....

Dated .....

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TC Ref	Date Received @ TC	LA App Ref	Proposal	Location	Location	Comments
					2 Treadmills Crosby road Northallerton	Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest no observations
			two illuminated poster display unit and 1 No illuminated wall mounted billboard			Cllr John Prest no observations
19/070/606	06/11/2019	19/02303/FUL	Construction of free-standing single storey wooden summerhouse at rear of garden		37B Thirsk rd Northallerton DL6 1PJ	Cllr Colin Hutson No Observations Cllr John Forrest No Observations Cllr Julie Hutson No Observations Cllr John Prest is unable to make comment
19/070/605	01/11/2019	19/02209/FUL	Construction of a new industrial manufacturing building and associated service yard		Allerton Steel Ltd Thurston Park	Cllr Colin Hutson No Observations Cllr John Forrest No Observations Cllr Julie Hutson No Observations Cllr John Prest is unable to make comment
19/070/604	25/10/2019	19/02053/FUL	Replacement windows and doors to shop front		Betterdaze 4 & 4A Zetland street Northallerton	Cllr Colin Hutson No Observations Cllr John Forrest No Observations Cllr Julie Hutson No Observations Cllr John Prest is unable to make comment
19/070/603	17/10/2019	19/01996/LBC	Listed Building Consent for consultation of a canopy over courtyard		Romanby court high street Northallerton North Yorkshire	Cllr Colin Hutson No Observations Cllr John Forrest No Observations Cllr Julie Hutson No Observations Cllr John Prest is unable to make comment
19/070/602	17/10/2019	19/01995/FUL	Construction of a glazed canopy over courtyard		Romanby court high street Northallerton North Yorkshire	Cllr Colin Hutson No Observations Cllr John Forrest No Observations Cllr Julie Hutson No Observations Cllr John Prest is unable to make comment

### Appendix ii Payments

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Chairman.....

Dated .....

## Town Council Meeting Minutes, 18<sup>th</sup> November, 2019

Chq.	Invoice Date	Supplier/Payee	Ref/Order No.	Ext. Ref	Details	Net	Vat	Gross
305647	06/11/19	Christmas Tree Fest All Saints Church	n/a	n/a	Christmas tree sponsor for Christmas tree festival	80.00		80.00
305646	06/11/19	Petty Cash	n/a	n/a	Petty Cash	184.69		184.69
305645	10/09/19	CBG Telecom	n/a	331872	Billing period Aug 2019	100.83	20.17	121.00
305644	31/10/19	RJ Farrow	1920/3745	INV27620	Skip exchange x2 11/10/19 and 28/10/19	350.00	70.00	420.00
305643	29/11/19	Viking Productions	vbl	429	Bonfire night Pa, stage and lighting production	3975.00	795.00	4770.00
305642	31/10/19	Academy Leasing	n/a	ALL14363	settlement figure	1828.91	457.23	2286.14
305641	01/11/19	Royal British Legion	n/a	50	1 poppy wreath NA TC	20.00		20.00
305640	04/10/19	CBG Telecom	n/a	334979	Sept 2019 billing period	102.38	20.48	122.86
305638	07/10/19	W Braithwaite & Sons	1920/3722	14743	Bedding plants	380.10	75.98	456.08
305637	18/10/19	NYCC	n/a	210003735	Fuel charges Amenities team	279.28	55.85	335.13
305636	22/10/19	NYCC	CANCELLED	320001966	HR services for ongoing investigation	8700.00	1740.00	10440.00
305635	09/10/19	Hambleton District Council	n/a	7021359	UCI set dressing @railway and n/a high street (JF)	900.00		900.00
305634	30/09/19	AHC	n/a	18257	Mower servicing	60.00	12.00	72.00
305633	14/10/19	Ravensworth Nurseries	vbl	829	Bedding plants	1199.10	239.82	1438.92
305632	18/10/19	JBC	n/a	287	Second half year precept 19/20	9305.00		9305.00
305631	24/10/19	GB Sport & Leisure	1920/3709	4217	Litter pickers and wet pour	283.81	56.76	340.57
305630	16/10/19	Aquaid	n/a	204943	rental of water	28.40	5.68	34.08
305629	23/10/19	Amberol	1920/3742	0000019165	Barrel planter x4, matting (as agreed in TC mtg)	434.35	86.87	521.22
305628	01/11/19	TESS	1920/3701	37900	Toilets for hire for Bonfire	542.00	108.40	650.40
305627	17/10/19	Konica Minolta	n/a	1147108529	Flat rate period 15/10/19-14/01/20	76.92	15.38	92.30

### Orders

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Chairman.....

Dated .....

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Date Raised	Supplier/Payee	Order Ref.	Details	Net	Orders Mtg. Date	Authorised
08/11/2019	Sam Turners	1920/3757	M10 Vandal proof nuts	24.00	18/11/2019	JF
31/10/2019	Schools ICT	1920/3756	New antivirus sophus for computers - TC Meeting 21/10/2019	508.87	18/11/2019	JF
31/10/2019	Blubird Studios	1920/3755	Banners/clock vinyl/A4 Leaflets/A5 leaflets	382.60	18/11/2019	JF
31/10/2019	Neil Gell Plumbing	1920/3754	2 x taps upper hall/fittings/labour	250.00	18/11/2019	JF
30/10/2019	Sam Turners	1920/3753	di-icer/knee pads/protective gloves	47.01	18/11/2019	PW
25/10/2019	N/A Glass	1920/3752	1 x 4mm Polycarb sheet	266.30	18/11/2019	SG
25/10/2019	Sam Turners	1920/3751	Strimmer Heads/tray/padlock	60.00	18/11/2019	SG
24/10/2019	RJ Farrow	1920/3750	skip exchange	tbc	18/11/2019	SG
23/10/2019	Hill & Sons	1920/3749	Hedge renewal applegarth as agreed in October TC meeting	264.00	18/11/2019	SG
16/10/2019	Northern Elevator	1920/3648	works to lift lights and alarm as agreed	543.75	18/11/2019	SG
15/10/2019	Sam Turners	1920/3647	Hi viz trousers for Dave Moore	tbc	18/11/2019	SG
14/10/2019	Glyn Lacey graphics	1920/3746	Design and artwork marketing bonfire event 2019	233.00	18/11/2019	SG
09/10/2019	RJ Farrow	1920/3745	skip exchange	tbc	18/11/2019	SG
09/10/2019	Sam Turners	1920/3744	Cable ties	tbc	18/11/2019	SG
	Primary Care Supplies	1920/3743	<b>CANCELLED</b>			
08/10/2019	Amberol	1920/3742	Barrel planter and matting	521.22	18/11/2019	SG
08/10/2019	Jacque Amand	1920/3741	Bedding	337.50	18/11/2019	SG
08/10/2019	Sam Turners	1920/3740	Chicken manure for plants	15.84	18/11/2019	SG

