

Town Council Meeting Minutes, 16th March, 2020

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| TC/282 | To receive information regarding window replacement of Town Hall shop units No information available. |
| Resolved | Item deferred. All in favour |
| TC/283 | To agree action on UCI plaque No information available. |
| Resolved | Item deferred. All in favour |
| TC/284 | To receive information on 'happy to chat bench' – idea by Cllr C Hutson and Cllr J Hutson Cllr C Hutson explained there was one in Yarm which had gone down very well and one would be an asset to our Council. Discussed that the Council already had benches in various places |
| Resolved | To source 3 plaques of 'happy to chat bench' locally to be sited on benches in Town Square, Grace Gardener Court and the Applegarth |
| TC/285 | To discuss and agree action regarding upkeep of the Town Hall Cllr Cornfoot had met with representatives of the boxing club who had requested exclusive use of the basement and the structural survey of it had been carried out by Align Property. The basement needs to be cleared by June to enable works to be carried out in time for the club to use the basement from September. They would need a kitchen area, toilets and there would be a storeroom for our use. Works are expected to cost £20k to £30k but quotes would be needed. The club can do some of the work. Councillors concerned about flooding in the basement. Works on boilers progressing slowly. Plumber called to bleed radiators and taps in toilets to be replaced with push type taps. |
| Resolved | To continue with basement plan as outlined in parallel with the surveyors undertaking a full condition survey of the rest of Town Hall and providing a prioritised costed schedule of works before making final decision on basement works. All in favour |
| TC/286 | To discuss and agree action regarding upkeep of the Town Hall – bookings during Coronovirus outbreak Cllr Young stated bookings being cancelled and re-arranged, dates already going into next year. Need to decide whether to give refunds and whether Town Hall will remain open |
| Resolved | To cancel all Town Hall bookings for 3 months and offer a re-booking or refund. Town Hall to be closed to the public until further notice, except toilets. Agreed - 10 for, 1 against |
| TC/287 | To agree action on correspondence relating to Knotto Bottom Allotments No information available |
| Resolved | Clerk to write to the Allotment Society and ensure Hambleton DC have been informed. All in favour |
| TC/288 | To discuss and agree Deputy Clerk report No report available |
| Resolved | Item deferred. All in favour |
| TC/289 | To discuss and agree Amenities Supervisor report Report was handed out. Cllrs did not have time to read it. |
| Resolved | Item deferred. All in favour |
| TC/290 | To agree the Town Council Planning recommendations re tabled list & HDC Outcomes 626 – Oddfellows Arms – request a site visit by HDC and that application is put before full Planning Committee 627 – Grindstone Crook – recommend refusal All other items on list and Planning Outcomes – no observations |
| Resolved | Planning List 74 and Planning Outcomes are accepted. All in favour |
| TC/291 | To receive Orders and Payments No Orders and Payments list received |
| Resolved | Item deferred. All in favour |
| TC/292 | To receive correspondence list including PRS letter 022 – Performing Rights Society license – discussed whether to defer it for 3 months but Cllr J Hudson explained reasons why it is still needed |
| Resolved | Correspondence list agreed. All in favour |
| TC/293 | To discuss and agree idea from Deputy Clerk on raising awareness for World Mental Health Day alongside Northallerton BID World Mental Health Day is on 20 th October 2020. Idea is to get businesses together in support of it. Cllrs keen that all staff should be involved |

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| Resolved | To support idea in principle and provisionally book the Upper Hall. Costings to be brought back to next meeting |
| TC/294 | REQUESTS TO OBTAIN OR PRESENT INFORMATION – Items being notified to the Town Mayor and Town Clerk prior to the start of the meeting and being of an informative nature only, not able to be dealt with by the office and not resulting in policy decisions or financial implications for the Town Council. |
| TC/295 | 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 1998, s10 items of this meeting will be held in private session |
| TC/296 | To discuss and agree action on incident regarding member of staff and member of public in Applegarth – statement from Amenities Supervisor Item raised at Staffing Committee but they can't make decisions involving members of the public so referred to full Council. They recommended reporting it to the police, which has been done and Cllr Forrest is meeting with the staff member on 19 th March. |
| Resolved | To confirm the Staffing Committee's recommendations and progress the production of a Vexation Policy. All in favour |
| TC/297 | To discuss and agree action on Caretaker's on call hours Caretaker claims he is on call for 48 hours every weekend and has complained he can't go anywhere because of it. He is paid for 3.5 hours on Saturdays and 2.5 hours on Sundays. Cllrs concerned whether the Assistant Caretaker is doing his share of call hours |
| Resolved | Cllr Forrest to speak to the Clerk, Caretaker and Assistant Caretaker to clarify details. |
| TC/298 | Retrospective resolution, tabled by Cllr Forrest for the change of HR from Yorkshire to We Do HR |
| Resolved | Carried 6 in favour, 3 against, 2 abstentions |
| TC/299 | To discuss the remit of the HR representative agreed for the Clerk's phased return to work Remit of HR representative is to facilitate the Clerk's phased return to work and prepare a weekly report to be given to the Chair and Vice Chair of staffing. EO meeting agreed that it would be for the first 3 weeks. HR lady very flexible |
| TC/300 | To receive total cost of expenditure on recent staff matters Cllr Forrest not able to obtain this information yet |
| Resolved | Item deferred, all in favour |
| TC/301 | To discuss and agree action on the hiring of Grounds Maintenance Operative apprentice Agreed 18 months ago, received applications but no-one suitable. |
| Resolved | Clerk to follow up on correspondence with reference to the work experience request and failing that advertise again. All in favour |
| TC/302 | To discuss and agree actions on Staff related matters Avensure, the Council's new HR contractors, have recommended that there is a private and confidential conversation with the Clerk. At 20.50 Cllr P Atkin left the meeting |
| Resolved | Start a private conversation with the Clerk. Agreed 8 in favour, 1 against, 1 abstained |
| | At 21.05 Cllrs Young, J Hutson and C Hutson left the meeting |
| TC/303 | To discuss and agree actions on Staff related matters Avensure the councils new HR company have recommended that there is a private and confidential conversation with the Deputy Clerk. |
| Resolved | Start a private conversation with the Deputy Clerk. 6 in favour, 1 against |
| TC/304 | To discuss and agree action in relation to a complaint Cllr C Palmer requested that this item be deferred |
| Resolved | Item deferred, all in favour |
| | Cllr Prest asked questions about ST/1396 and F & GP/1345 which were answered by Cllr Forrest |

Meeting closed at 21.15