

# Town Council Meeting Minutes, 20<sup>th</sup> July, 2020

Northallerton Town Council

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

Present: Councillors: D Richardson (Chairman)  
 C Palmer, J Prest, G Cullen, C Hutson, J Hutson,  
 C Young, P Atkin, P Cornfoot, P Eames

Officer: Jill Johnstone Clerk

<b>TC/343</b>	<b>To receive apologies for absence</b>
Resolved	Apologies received from K Bowler
<b>TC/344</b>	<b>To receive declarations on interest from Councillors on agenda items</b>
Resolved	Declarations received from Cllr Atkin all Private Session 30,31,32, Cllr Palmer and Cllr Cullen item 20, Cllr C Hutson and Cllr J Hutson members of BID
<b>TC/345</b>	<b>To grant any requests for dispensation as appropriate</b>
Resolved	Dispensation granted
<b>TC/346</b>	<b>To receive the Police Report</b>
Resolved	The police report was received Cllr Richardson thanked Sgt Wilson for 30 years of service. A letter is written to Sgt Wilson
<b>TC/347</b>	<b>Public Forum-To receive questions and comments from members of the public</b>
	Councillor Dickinson congratulated the Council on getting the colour back into the high street, but had a number of complaints regarding grass cutting.
Resolved	To check how many cuts have been missed due to Covid 19 All in favour
<b>TC/348</b>	<b>To consider all matters relating to Health &amp; Safety and Health &amp; Wellbeing of Northallerton Town Council</b>
	To discuss and agree items relating to COVID 19 a. The accrual of staff holidays b. Update on open spaces c. Update on toilet facilities d. Return to working from the Town Hall
Resolved	a. Put back to staffing for more detailed guidance All in Favour b. No issues raised on the open spaces All in Favour c. Cllr Richardson thanked Cllr Eames for the risk assessments it was discussed about the opening of the upper toilets and signage for ladies and gents downstairs with disabled. Wait for the next review the upper toilets are not open yet 5 For 5 Against Cllr Richardson had casting vote toilets not to be opened. d. Return to work to react to COVID 19 updates and speak to staff All in Favour
<b>TC/349</b>	<b>To receive report from YLCA regarding health check</b>
Resolved	Council were informed the health check was due this week. Defer to August meeting All in Favour
<b>TC/350</b>	<b>To receive and approve the minutes Town Council Meeting 15<sup>th</sup> June 2020</b> <b>To receive the Staffing minutes 6<sup>th</sup> July 2020</b> <b>To receive the Staffing minutes 13<sup>th</sup> July 2020</b> <b>To receive the minutes F&amp;GP minutes 13<sup>th</sup> July 2020</b>
Resolved:	All minutes are moved to private session 9 In Favour Cllr Atkin abstained
<b>TC/351</b>	<b>To receive and adopt Town Improvement working group TOR from F&amp;GP</b>
Resolved	It is a wider town working group. 6 For 1 Against Cllrs Atkin, Palmer, Cullen abstained
<b>TC/352</b>	<b>To receive internal audit report for year end 19/20</b>
Resolved	Item deferred to August meeting All in favour
<b>TC/353</b>	<b>To receive Town Council Accounts</b>
Resolved	Item deferred to August meeting All in favour
<b>TC/354</b>	<b>To agree Annual return and governance statement</b>

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Chairman.....

Dated .....

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	<ul style="list-style-type: none"> <li>a. Section 1 Annual governance statement</li> <li>b. Section 2 Accounting Statements</li> </ul>
Resolved	Item deferred to August meeting All in Favour
<b>TC/355</b>	To agree <ul style="list-style-type: none"> <li>a. Internal financial controls policy</li> <li>b. Reserves policy</li> </ul>
Resolved	Item deferred to August meeting All in Favour
<b>TC/356</b>	To agree financial risk assessment
Resolved	Item deferred to August meeting All in Favour
<b>TC/357</b>	To discuss and agree to a management company managing Town Hall works
Resolved	Accept in principle obtain costings for management company for the Town Hall All in Favour
<b>TC/358</b>	To discuss and agree estimate to replace 3 shop windows
Resolved	Item deferred to August meeting Clerk to check status of shop windows in case of emergency the Clerk and Mayor can get works carried out. All in favour
<b>TC/359</b>	To appoint a member to fill the vacancy on <ul style="list-style-type: none"> <li>a. JBC</li> <li>b. BON</li> </ul>
Resolved	<ul style="list-style-type: none"> <li>a. JBC Cllr Cullen and ,llr Cornfoot interested, Cllr Cullen 4 Votes Cllr Cornfoot 6 Votes. Cllr Cornfoot fills the vacancy</li> <li>b. BON Cllr Eames was the only member interested Cllr Eames All in Favour</li> </ul>
<b>TC/360</b>	Update on Central Ward Vacancy
Resolved	HDC advised this vacancy will go to election in 2021
<b>TC/361</b>	To discuss and agree town council Donation and Grants scheme 2020
Resolved	Children Resource Centre Defer to August meeting The Wombles of Hambleton £300 Northallerton Town Juniors £360 Northallerton Mens Shed £750 All in Favour
<b>TC/362</b>	To discuss and agree Honorary Citizen for 2020
Resolved	All are outstanding candidates this year it was agreed Mr Hyde Honorary Citizen a letter is written to all applicants 9 For 1 Against Cllr Palmer suggested an environmental award and COVID 19 award are considered at August meeting All in Favour
<b>TC/363</b>	To discuss and agree allotments on Bankhead Park It would be security on site if there is a demand from residents it could be looked at in the future
Resolved	A letter is written to HDC regarding allotments and would permission needed to sub let All in Favour
<b>TC/364</b>	To confirm to Hambleton District Council Northallerton Town Councils expression of interest in the site earmarked for Allotments development at the North Northallerton Development site
Resolved	A letter of interest is written to HDC regarding site earmarked for allotments All in Favour
<b>TC/365</b>	To agree to send a letter to HDC in support of its future high street fund bid
Resolved	A letter is written to HDC to support phase 2 of the high street. All in Favour
<b>TC/366</b>	To discuss and agree Request for dog training classes on Bullamoor Park
Resolved	The Council offer the use of the Bonfire site but not in November. All in Favour
<b>TC/367</b>	To receive grounds maintenance report
Resolved	The report is received and a letter is written to the manager of M&S regarding corner needs tidying up. All in Favour
<b>TC/368</b>	To receive correspondence
Resolved	Letters are written to 046 The Living Room, 048 Northallerton LCWIP, 051 Festive lighting, 070 Mrs O'Brian. The Correspondence list is received All in Favour

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<b>TC/369</b>	To agree the Town Council Planning recommendations re tabled list 77			
	LA App Ref	Proposal	Location	T C Comments
	20/01403/FUL	Demolition of existing storey extension to the rear of the property and construction on new storey extension in its place with lantern style flat roof	20 Fountains road Northallerton DL6 1QR	No Observations
	20/01340/LBC	Listed building consent for alterations to grade 2 listed tenement block. Façade improvements to include replacement windows and making good of wall and roof materials	Tenement house 4 treadmills crosby road Northallerton	No Observations
	20/01344/FUL	Conversion of the existing grade 2 listed tenement building into retail (A1) and office (B1). Façade improvements to include replacement windows and making good of wall and roof materials	Tenement house 4 treadmills crosby road Northallerton	No Observations
	20/01346/FUL	The installation of air conditioning/refrigeration plant to designated area on roof	Unit 1 Treadmills Crosby Road Northallerton	No Observations
	20/01342/ADV	Application for consent to display 1no internally illuminated fascia sign (sign D) 1no internally illuminated hanging sign (sign E) and 2no internally illuminated loading bay sign (sign F)	Unit 1 The Treadmills east road Northallerton DL6 1NP	No observations
	20/01170/ADV	Advertisement consent for 2 No fascia sign and 6 no projecting hanging signs	Mr Greys 219A Highstreet Northallerton	No Observations
	20/01008/FUL	Formation of fixed canopies to frontage of existing public house/bar incl new signage above entrance door	Mr Greys 219A Highstreet Northallerton	
	20/01259/FUL	The siting of 3no kiosks (use classes A1/A3)	Romanby court high street Northallerton	No Observations
	20/01214/FUL	Construction of a cedar wood clad summerhouse on existing patio area	61 Turker Lane Northallerton DL6 1QL	No observations
	20/00999/ADC	Application for consent to display advertisement site signage (1no internally illuminated fascia sign and 1no static)located on the boundary of the development to identify the site name and logo for Treadmills	Treadmills crosby road Northallerton	No Observations
20/01094/FUL	Construction of a rear single storey extension with a flat roof and two lantern roof lights	22 South parade Northallerton DL7 8SG	No Observations	
Resolved	The planning list is agreed All in Favour			
<b>TC/370</b>	<b>REQUESTS TO OBTAIN OR PRESENT INFORMATION</b> – 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.			
<b>TC/371</b>	<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, s10 items of this meeting will be held in private session</b> 21:20 Cllr Atkin withdrew from the meeting the meeting had a 10 minute break to move into the private session.			
<b>TC/372</b>	To approve PS Town Council meeting minutes 15 <sup>th</sup> June 2020 To approve PS Staffing meeting minutes 6 <sup>th</sup> July 2020			

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	To approve PS Staffing meeting minutes 13 <sup>th</sup> July 2020 To approve PS F&GP meeting minutes 13 <sup>th</sup> July 2020
Resolved	Item deferred to August meeting All in favour
<b>TC/373</b>	To discuss and agree work and costs regarding Town Council Vehicle
Resolved	This item be moved up one All in Favour A vehicle is leased for a month and costs to buy a vehicle to be sought for August meeting, there were concerns regarding all outside staff in one vehicle, the staff are to wear masks in the vehicle. 6 For Cllrs Palmer and Cullen against because its only one vehicle.
	The Clerk left the meeting 21:39
<b>TC/374</b>	To receive an update on TC/302 and discuss action on any responses from the party involved and/or their representative. To discuss and agree actions for progressing TC/303 with the party involved and/or their representative
Resolved	To convene a E O meeting on 27 <sup>th</sup> July 2020

Meeting closed at