

# **Minutes of the Ordinary Meeting of Northallerton Town Council held at 7.00pm on 16th November 2020 using video/teleconferencing**

**Present:** Cllr D Richardson (Mayor), Cllr P Atkin, Cllr P Cornfoot, Cllr G Cullen, Cllr P Eames, Cllr C Hutson, Cllr J Hutson, Cllr J Prest and Cllr C Young

**Also Present:** Cllr C Dickinson, M Day (Streetscape) 11 members of the public, a press representative and Alexandra Little, Locum Clerk.

## **TC429 Apologies**

No apologies received

## **TC430 Note any Declarations of Interest**

Declarations of Interests were received from Cllr C & J Hutson in relation to BID and planning application 20/02204/OUT.

## **TC431 Public Participation**

1. The Chairman of Northallerton Community Meal offered thanks to the council for the preliminary offer of support, however wished to withdraw the request as, unfortunately, this will not go ahead due to COVID19 restrictions but hopes to return next year.
2. A member of the public asked what is happening regarding the children's Christmas light. Cllr Richardson advised that the order for this was not placed so it will not be in position this year.
3. A member of the public asked what plans were in place to complete phase 2 & 3 of the Bullamoor project as residents will have expectations for completion. Cllr Richardson acknowledged this and will look into the matter.
4. A representative from Bullamoor Residents Association offered thanks to the council for their investment so far and advised that some external funding had also been sourced and that the committee was keen to work with Northallerton Town Council, Hambleton District Council and Streetscape to move the project forward.
5. Several members of the public commented on the new Christmas lights in Northallerton and offered thanks to the council for the investment in the new lighting for the benefit of the town. A suggestion was made to approach local businesses for support, as there may be new businesses who would be glad to help.

## **TC432 North Yorkshire Police**

The report had been circulated to councillors electronically prior to the meeting

## **TC433 To Receive Reports from County and District Councillors**

Cllr Atkin advised that the path at Swan Court had been completed and would be on highways next inspection visit. Weeds on the cobbles at North End will be dealt with.

Cllr Dickinson reiterated the need for residents to adhere to covid19 rules and keep up "Hands Face Space" to help ensure North Yorkshire is not in Tier 3 when we come out of lockdown.

## **TC434 Minutes**

The minutes of the Ordinary Meeting held on 29th September 2020 were proposed as correct by Cllr Richardson, seconded by Cllr Eames.

**It was resolved that the minutes of the Ordinary Meeting held on 29th September 2020 were approved and signed as a correct record**

Signed:  
Mayor  
Date:

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## **TC435 Administration and Initiatives**

Cllrs Cullen and Young were proposed as candidates for the vacancy on Northallerton and Romanby Joint Burial Committee. A vote was taken and Cllr Young was selected.

**1. It was resolved that Cllr Young fill the vacancy on Northallerton and Romanby Joint Burial Committee and the locum clerk will advise the clerk to the JBC of this decision**

Delegated Authority was discussed and councillors reminded of their remit regarding this. It was noted that, due to the unprecedented situation, Councillors had undertaken tasks that would usually be completed by staff in order to maintain some continuity at the council.

**2. It was resolved that all councillors will adhere to procedure in line with council standing orders**

**3. It was resolved that councillors make an appointment if they need to visit the council office and Cllr Richardson will email councillors to confirm this**

Temporary delegation of powers to the locum clerk were discussed.

**4. It was resolved that locum clerk, Alexandra Little, be granted temporary powers of delegation to deal with administrative and financial matters in line with the councils Financial Regulations and that this will be reviewed at the next Northallerton Town Council Ordinary meeting**

Matters raised by the YLCA Health Check are outstanding.

**5. It was resolved that the locum clerk will review the action plan and implement actions in priority order**

The planned upgrade to the Town Council website had previously been agreed.

**6. It was resolved that the locum clerk and Cllr Cornfoot would liaise with Schools ICT to move forward with agreed website upgrade and documents will be uploaded to ensure council compliance with the Transparency Code**

## **TC436 Finance**

The planned Finance and General Purpose Committee on 12.11.2020 did not go ahead. A list of payments and receipts was circulated in advance of the meeting,

**It was resolved to approve payments**

**It was resolved to note receipts**

## **TC437 Assets and Facilities**

**1. It was resolved that the Amenities Report be discussed at the Finance and General Purpose Committee meeting**

A working group including BID & HDC have been looking at the wider issue of Public Toilets in Northallerton and different options which may offer a solution.

**2. It was resolved that the Town Hall Working Group would look into the feasibility of a public toilet being put in a unit at the town hall**

**It was resolved that the locum clerk would find out if HDC has included a public toilet in their recent Future High Street funding bid**

## **Bullamoor**

M Day from Streetscape gave a Bullamoor update. Some external funding is also being sourced. CCTV was also discussed as the existing provision may need extending.

**3. It was resolved that M Day, the Residents Association and Town Council would meet in December and look to progress plans and bring a report back to full council in the new year**

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Mayor  
Date:

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A report from Cllr Atkin had been circulated regarding outstanding matters of the footpath, bridges and Dene Road Car Park.

Health and safety matters were reviewed. Fire Safety and Extinguisher tests are up to date. Align Properties are managing the work for the Electrical Certificate and Energy Performance Certificate.

**4. It was resolved that the locum clerk circulate the costs for the electrical certification work and councillors confirm their preferred option by return email. Once complete this piece of work will be undertaken.**

## **TC438 Planning**

Planning Applications were considered.

1. 20/02238/FUL Redevelopment of existing buildings and site to form 3no. 2 bedroomed dwellings: 275 High Street Northallerton
2. 20/02330/FUL First floor extension over existing garage and two storey extension to the opposite side of the dwellinghouse: 7 Hailstone Drive Northallerton
3. 20/02204/OUT Proposed residential development, comprising the construction of 5 No dwellings: Land At The Warren Stokesley Road Northallerton. Cllrs C & J Hutson did not vote on this application.

**It was resolved that Northallerton Town Council has no objection to these applications**

## **TC439 Correspondence**

1. Correspondence which has been circulated by emails between meetings requires no further action
2. Notification has been received that the council has been awarded a grant of £1200 from the Police & Crime Commissioner fund to purchase a mobile vehicular activated sign for Thirsk Road. This was not the full amount requested, however County Cllr David Blades has allocated £2000 from his locality budget to enable this MVAS to be purchased. The locum clerk will complete the required paperwork.
3. A letter had been received requesting payment for work completed for the council in August, this has been approved in TC436. Apologies were given for the delay and thanks were offered for the help provided.
4. An email raising concerns about the locations of the Christmas lights had been received. North Yorkshire Highways Area 2 and HDC have agreed the locations and no planning permission was required. No lights are being placed on the Town Hall therefore no planning application has been submitted.
5. A request under the Freedom Of Information Act has been received regarding the Christmas Lights, the locum clerk will respond to this in the allocated time frame.

## **TC440 Employment and Training Matters**

The planned Staffing Committee on 12.11.2020 did not go ahead

Cllr Richardson proposed to exclude members of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in agenda item 11c. This was seconded by Cllr Prest and carried.

**It was resolved to exclude members of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in 11c**

Councillors were updated on confidential matters regarding staffing

## **TC441 Next Meeting**

**It was resolved that the time and date of the next meeting would be 7.00pm on Monday 14th December 2020 and the clerk be notified of any items for the next meeting agenda by Monday 7th December**

Signed:  
Mayor  
Date: