

Town Council Meeting minutes, 15th July 2019

Northallerton Town Council

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

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

Officer: Sophie Garside

TC/67	To receive apologies for absence																														
Resolved:	No apologies to receive																														
TC/68	To receive declarations of interest from Councillors on agenda items Councillor J Hutson declared interests of any items associated with Northallerton BID due to her role as a Director of the BID																														
Resolved:	All in favour																														
TC/69	To grant requests for dispensation and agree action as appropriate																														
Resolved:	Dispensation was granted																														
TC/70	<p>To receive the Police Report Over the last 2 months the following crimes and ASB have been reported –</p> <table style="width: 100%; border: none;"> <tr><td>Anti-Social Behaviour (ASB)</td><td style="text-align: center;">-</td><td style="text-align: right;">61 reports</td></tr> <tr><td>Autocrime</td><td style="text-align: center;">-</td><td style="text-align: right;">0 report</td></tr> <tr><td>Dwelling burglary</td><td style="text-align: center;">-</td><td style="text-align: right;">3 reports</td></tr> <tr><td>Commercial burglary/other</td><td style="text-align: center;">-</td><td style="text-align: right;">2 reports</td></tr> <tr><td>Criminal damage</td><td style="text-align: center;">-</td><td style="text-align: right;">12 reports</td></tr> <tr><td>Theft (all including from shop)</td><td style="text-align: center;">-</td><td style="text-align: right;">35 reports</td></tr> <tr><td>Violence against the person</td><td style="text-align: center;">-</td><td style="text-align: right;">49 reports</td></tr> <tr><td>Other crimes inc Drugs</td><td style="text-align: center;">-</td><td style="text-align: right;">39 reports</td></tr> <tr><td>Hate Crime</td><td style="text-align: center;">-</td><td style="text-align: right;">0 reports</td></tr> <tr><td>Total inc other crimes</td><td style="text-align: center;">-</td><td style="text-align: right;">201 reports</td></tr> </table> <p>OTHER NEWS –</p> <p>How are we making our town safer in the future – You may already be aware but your local Neighbourhood Policing Team constantly strive towards making Northallerton the safest it can be and to give you an insight into this I thought it might be useful to share with you a snap shot of some of the projects we are currently developing and working on –</p> <p>i) We are working with Northallerton BID to trial an information sharing App with retailers and pubs which would allow premises to share with other members live and real time suspicious activity, photos and cctv of offenders, information and intelligence and also details about events and meetings. ii) We are working with retailers who sell vouchers in the town to contact us if a customer purchases large amounts of gift cards which is a sign the customer may have been a victim of fraud. Fraudsters contact vulnerable people and deceive them into sending the voucher codes over email and facebook which are then sold on. iii) We currently working with multiple agencies and schools to look at getting early intervention for vulnerable primary school students who are assessed as being likely to be involved in crime and anti-social behaviour in the future hoping with support and advice we can steer them away from this helping them make the right life choices. iv) We continue to develop the Northallerton Youth Space which goes from strength to strength. v) We continue to meet with our local Children’s Homes to discuss their residents and look to support the schemes with early intervention and advice.</p>	Anti-Social Behaviour (ASB)	-	61 reports	Autocrime	-	0 report	Dwelling burglary	-	3 reports	Commercial burglary/other	-	2 reports	Criminal damage	-	12 reports	Theft (all including from shop)	-	35 reports	Violence against the person	-	49 reports	Other crimes inc Drugs	-	39 reports	Hate Crime	-	0 reports	Total inc other crimes	-	201 reports
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Chairman.....

Clerk

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	<p>vi) Our work with the Street Angels continues as this project thrives and has now become a permanent fixture with the support and care that is offered in our night time economy and we have had requests from other areas asking how we set our scheme up and what processes are required to replicate it. A real sign of success for this flag ship project.</p> <p>This is just a few of many projects that are currently being progressed by your local team in partnership with the towns other agencies, all driven by the information and intelligence we receive from our community.</p> <p>Kindest regards. Simon Wilson PS882</p>
Resolved:	The Police report was received
TC/71	<p>Mayors Statement</p> <p style="text-align: center;">Statement 15/07/2019</p> <p>1/ It has been to my attention that items are being talked to the staff that should not be spoken about to the current staff this has to stop as it could be classed as intimidation , harassment and grievance.</p> <p>2/ The BID has now been in operation for over 2 years and now has a new manager which it appears that we can work with in the town and has organised a number of events which have been successful we have to agree. This year they are not going to take over an empty shop to make a Santa grotto.</p> <p>3/ I would like councillors to really take a good look at what do we give the charge payer in this town for the council tax that they pay.</p> <p>4/ The planning for the Town Bonfire and Firework display are now well on the way and the company Reaction will do the display.</p>
Resolved:	The Mayors Statement is received
TC/72	To receive presentation form dementia forward
Resolved:	Item deferred due to absence of the Dementia Forward team
TC/73	<p>Public Forum</p> <p>No questions in the public forum.</p>
TC/74	Mayor to choose toilet donation box from August 1- 2019 to July 31- 2020
Resolved:	The toilet donations is decided by Councillor Forrest to go towards hosting community events for the town.
TC/75	To receive and approve the minutes 17/06/2019
Resolved:	The minutes were received and approved
TC/76	To consider all matter relating to Health and Safety and Wellbeing of Northallerton Town Council
Resolved:	None
TC/77	To consider all matters relating to Northallerton and Romanby JBC
Resolved:	None
TC/78	<p>To consider all matters relating to events and agree action</p> <p>Councillor Palmer stated we must get three quotes for the services required for the Bonfire event this year and this couldn't be authorised until these were brought to Council. Councillor Prest asked for more information on the Safety Advisory Group as this was the reasoning for increasing security for the event. Councillor Forrest confirmed that the current number of security was necessary unless advised otherwise by the SAG meeting this week, he stated that the Rotary group would be assisting with collecting and stewarding for the event.</p>
Resolved:	To sought more quotes out for services needed at the Bonfire event and defer to the next meeting. All in favour
TC/79	<p>Update on the Food bank and school holiday meals</p> <p>Councillor Young updates the Council that this is currently on hold for now due to the lack of volunteers on board who need DBS checks.</p>
Resolved:	The Council receives and accepts the update.

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TC/80	<p>Youth Space flag request 26/07/19</p> <p>Councillor Prest asks if the Council usually receive requests regarding the hanging of different flags to which Councillor Palmer asks if the legal obligations are met for each flag agreed to be hung from the building and that this is important to look into. Councillor Archer stated he is voting on what the majority of the town would want and that would be to not hang the pride flag up. Councillor Richardson explained how the Town Council, like that of other Councils across the country should take this opportunity to spread a positive message to the youth and how important equality is. Councillor Eames echoed this view explaining that the Council should fly the pride flag in support of the ever growing LGBTQ community in the town especially due to the recent bravery of a Youth Space attendee.</p>																												
Resolved:	To fly the pride flag for the Youth Spaces 1 st Birthday celebration. 11 for 1 against																												
TC/81	Amenities report and agree actions																												
Resolved:	Costs for replacement trees are required. The report is agreed and accepted. All in favour																												
TC/82	<p>To receive correspondence list</p> <p>Correspondence 158- Councillor Prest explained that Mr Lamberts query is the responsibility of the Hambleton District Council and not within the controls of the Town Council.</p> <p>Corresp 161- Councillor Palmer stated that as the Town Council we should support our local church and allow the use of the Town Hall for 12 weeks.</p> <p>Corresp 162- Councillor Palmer suggested that due to not knowing the numbers of the gathering for the memorial bench in memory of Jane Harvey that the correct paperwork should be completed for the open space.</p>																												
Resolved:	Correspondence 158- To write to Mr Lambert thanking him for his observations and direct him to Hambleton District Council as this is not our property. All in favour 161- To allow All Saints Church free hire of the hall for 12 weeks subject to insurances. All in favour 162- Grant Mrs Smith the permission for the gathering on the Applegarth subject to booking form being completed. All in favour																												
TC/83	<p>To agree Town Council Planning recommendations re table list 67</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">TC Ref</th> <th style="width: 10%;">Date Received @ TC</th> <th style="width: 10%;">LA App Ref</th> <th style="width: 20%;">Proposal</th> <th style="width: 10%;">Location</th> <th style="width: 20%;">Cllr Comments</th> <th style="width: 20%;">Town Council Comments to be returned to HDC</th> </tr> </thead> <tbody> <tr> <td style="background-color: #90EE90;">19/06 7/566</td> <td style="background-color: #90EE90;">08/07/ 2019</td> <td style="background-color: #90EE90;">19/0135 9/FUL</td> <td style="background-color: #90EE90;">Construction of single storey extension and car port, Alteration of fenestration and installation of door.</td> <td style="background-color: #90EE90;">18 Newlands Northallerton DL6 1SJ</td> <td style="background-color: #90EE90;">Cllr Paul Atkin No Observations Cllr Phil Eames No Observations Cllr John Prest No Observations</td> <td style="background-color: #90EE90;">No observations</td> </tr> <tr> <td style="background-color: #90EE90;">19/06 7/565</td> <td style="background-color: #90EE90;">21/06/ 2019</td> <td style="background-color: #90EE90;">19/0118 7/FUL</td> <td style="background-color: #90EE90;">Retrospective planning permission for a fence to the side of the property plus gate to provide security</td> <td style="background-color: #90EE90;">35 Bramble fields Northallerton DL6 1ST</td> <td style="background-color: #90EE90;">Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest No Observations</td> <td style="background-color: #90EE90;">No observations</td> </tr> <tr> <td style="background-color: #90EE90;">19/06 7/564</td> <td style="background-color: #90EE90;">21/06/ 2019</td> <td style="background-color: #90EE90;">19/0123 9/FUL</td> <td style="background-color: #90EE90;">Construction of a summer house/log cabin with a side porch in the rear garden of the dwelling house</td> <td style="background-color: #90EE90;">Inglestead 5A Hatfield road Northallerton</td> <td style="background-color: #90EE90;">Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest No Observations</td> <td style="background-color: #90EE90;">No observations</td> </tr> </tbody> </table>	TC Ref	Date Received @ TC	LA App Ref	Proposal	Location	Cllr Comments	Town Council Comments to be returned to HDC	19/06 7/566	08/07/ 2019	19/0135 9/FUL	Construction of single storey extension and car port, Alteration of fenestration and installation of door.	18 Newlands Northallerton DL6 1SJ	Cllr Paul Atkin No Observations Cllr Phil Eames No Observations Cllr John Prest No Observations	No observations	19/06 7/565	21/06/ 2019	19/0118 7/FUL	Retrospective planning permission for a fence to the side of the property plus gate to provide security	35 Bramble fields Northallerton DL6 1ST	Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest No Observations	No observations	19/06 7/564	21/06/ 2019	19/0123 9/FUL	Construction of a summer house/log cabin with a side porch in the rear garden of the dwelling house	Inglestead 5A Hatfield road Northallerton	Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest No Observations	No observations
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19/06 7/563	01/07/ 2019	19/0119 7/CAT	Works to trees in a conservation area	22 South parade Northhall erton DL7 8SG	Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest No Observations	No observations
19/06 7/562	18/06/ 2019	19/0128 3/RPN	Planning application for larger home extension of extension to the rear of the dwelling measuring 3.8m beyond rear wall of the dwelling the max height above ground level 3.4m the height at eaves from ground level 2.7m	15 Allerton Close Northhall erton DL7 8NX	Cllr Phil Eames No Observations Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest cannot comment due to managing the property next door	No observations
19/06 7/561	18/06/ 2019	19/0115 1/LBC	Application for listed building consent for internal branch refurbishment external redecorating and rear extension	Skipton Building Society, 173 High Street	Cllr Phil Eames No Observations Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest No Observations	No observations
19/06 7/560	18/06/ 2019	19/0115 0/FUL	Internal branch refurbishment external redecorating and rear extension	Skipton Building Society, 173 High Street	Cllr Phil Eames No Observations Cllr John Forrest No Observations Cllr Paul Atkin No Observations Cllr John Prest No Observations	No observations

Resolved: The planning list is received All in favour

TC/84 To receive Orders and Payments

Orders

Date Raised	Supplier/Payee	Order Ref.	Details	Net
02/07/2019	N/A Commercials	1920/3684	1x new pair of wiper blades on vehicle	tbc
02/07/2019	Sam Turners	1920/3683	1x box cone	29.99
28/06/2019	Sam Turners	1920/3682	Slug and snail killer	13.28
27/06/2019	Hambleton District Council	1920/3681	Supplier for planning app CANCELLED	25.50
25/06/2019	Sam Turners	1920/3680	10x bags of compost	30.00
21/06/2019	Sam Turners	1920/3679	Equipment for planting	74.42

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14/06/2019	Structural & Civil Consultants	1920/3678	Professional fees	1750.00	Petty Cash Payments
14/06/2019	Sam Turners	1920/3677	1x pair of size 8 work boots and hi-viz vest	61.32	
12/06/2019	Ravensworth	1920/3676	Plants	1349.00	
06/06/2019	Sam Turners	1920/3675	Strimmer Wire	10.00	
05/06/2019	Signs of Cheshire	1920/3674	2 x replacement glass for notice boards bankhead	75.00	
05/06/2019	Sam Turners	1920/3673	bags of compost	180.00	
03/06/2019	Sam Turners	1920/3672	supplies for plants and shrubs	tbc	
30/05/2019	NY Timber	1920/3671	wood for bridge in AG	22.56	
Date	Rec No.	Supplier	Des	Exp.	Balance
24/06/19	305426	CASH		197.68	201.68
07/06/19	1920/030	Amazon	water lances x2	45.78	155.90
13/06/19	1920/031	Goodwins	Cleaning supplies	5.45	150.45
18/06/19	1920/032	Barkers	stamps	25.20	125.25
17/06/19	1920/033	Wilko	Photo frame	5.55	119.70
20/06/19	1920/034	Co-Op	Unleaded fuel	20.00	99.70
12/06/19	1920/035	Asda	Coffee supplies	14.63	85.07
19/06/19	1920/036	Royal Mail	Special delivery letter	7.40	77.67
Chq.	Invoice Date	Supplier/Payee	Nominal Code	Details	Net
305426	17/06/19	Petty Cash	1230 - Petty Cash	Petty Cash	197.68
305425	12/06/19	Ravensworth	7358 - Planting	Flowers and plants for planting	1349.00
305424	14/06/19	Structural & Civil Consultants Ltd	7603 - Professional Fees/Service Agreements	Professional fees	1750.00
	24/05/19	Sam Turners	7350 - A/C Maintenance, Repair, Equipment, Supplies	Compost for planting	50.00
	16/05/19	Sam Turners	7350 - A/C Maintenance, Repair, Equipment, Supplies	Dewalt drill and loose bolts	22.60
305423	16/05/19	Sam Turners	7355 - THM Equipment, Supplies, Maintenance, Repairs	Screwdriver set for town hall use	19.99
	10/05/19	Sam Turners	7350 - A/C Maintenance, Repair, Equipment, Supplies	Hammerite paint 2.5L	34.83
	08/05/19	Sam Turners	7350 - A/C Maintenance, Repair, Equipment, Supplies	screws and sanding tools	44.89

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		02/05/19	Sam Turners	7350 - A/C Maintenance, Repair, Equipment, Supplies	Spray telescopic lance	27.08
305422		30/05/19	NY Timber	7350 - A/C Maintenance, Repair, Equipment, Supplies	PSE Redwood 6.90m	22.56
305421		07/06/19	CBG Telecom	7502 - Telephone/Fax/Internet	May 2019 billing period	98.19
305420		06/06/19	Total Gas & Power	7107 - Electricity	Electric Town Hall basement	109.10
305419		11/06/19	Christmas Plus Ltd	7359 - Illuminations expenditure	Bespoke hollie winning design	432.00
305418		13/06/19	N/A & Romanby JBC	7010 - JBC Precept	First half year precept 2019/2020	9305.00
305417		30/05/19	NYCC	7355 - THM Equipment, Supplies, Maintenance, Repairs	SSL Basic certificate for website	80.00
305416		03/06/19	YPO	7801 - Furniture/Fittings Repair & Maintenance	2 x new office desks and dividing screen	397.96
305415		01/06/19	CE & CM Walker	7351 - Grass Cutting	GC season 2019	1900.00
305414		01/07/19	PWLB	2300 - Loans - PWLB	Loan payment due on 1 July	4130.90
305413		31/05/19	RJ Farrow	7352 - Skip Hire	skip of waste collected 8/5/19	175.00
305412		29/05/19	Ravensworth	7350 - A/C Maintenance, Repair, Equipment, Supplies	plants and shrubs	828.70
305411		21/05/19	BT	7502 - Telephone/Fax/Internet	Internet services	13.00
305410		22/05/19	Yorkshire Internal Audit Service	7601 - Audit and Accountancy Fees	Final audit visit 2018/19	280.00
305409		25/05/19	DesignASign	7350 - A/C Maintenance, Repair, Equipment, Supplies	Stripping painting and lettering of road sign GG	57.00
305408		16/05/19	Streetscape	7350 - A/C Maintenance, Repair, Equipment, Supplies	Shackles and bushes	138.00
305407		31/03/19	Aquaid	7355 - THM Equipment, Supplies, Maintenance, Repairs	19L water and cups	13.59

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	305406	23/05/19	Jarreds	7504 - Office Stationery	Office stationery	57.44
	305405	13/05/19	Adam Pinder	7808 - Grants and Donations	AM/024 agreed in AM to donate £100 to Adam Pinder as written to	100.00
	305404	11/05/19	BT	7502 - Telephone/Fax/Internet	Lift Line	97.30
	305403	19/05/19	Classic Graphics	7350 - A/C Maintenance, Repair, Equipment, Supplies	4 No ball game signs Bullamoor	60.00
	305402	20/05/19	YLCA	8203 - Training Costs	Chairmanship Training 31 July	115.00
	305402	20/05/19	YLCA	8203 - Training Costs	1 Cllr Training 22 June	115.00
	305402	20/05/19	YLCA	8203 - Training Costs	4 Cllrs Training 20 July	460.00
	305401	19/05/19	H2O So Clean	7355 - THM Equipment, Supplies, Maintenance, Repairs	Town Hall windows cleaned	125.00
	305400	14/05/19	Primary Care	7355 - THM Equipment, Supplies, Maintenance, Repairs	Replacement defib pads	140.00
Resolved:	Orders and Payments are received All in favour					
TC/85	To discuss and agree action on outsourcing HR services from 2020					
Resolved	Councillor Forrest defers to private session. All in favour					
TC/86	To select panel to appoint Groundsman Vacancy					
Resolved	Councillor Forrest defers to private session. All in favour					
TC/87	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. Cllr Forrest asked the Council if the Town Hall was available during the school holidays could the foodbank and volunteers come in to cook the a meal for children in need. The Clerk was to look at the diary and contact Cllr Young.					
TC/88	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 89-93 of this meeting will be held in private session					
Resolved:	All in favour					
TC/89	To receive and approve the Private Session Minutes Town Council minutes 17 June 2019 Councillor Archer explains he was present in the meeting					
Resolved:	To amend the attendees of the meeting to include Councillor Archer. The minutes with amendments are received and approved. All in favour					
TC/90	To receive and approve the Private Session Minutes					

Chairman.....

Clerk

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	Town Council Extra Ordinary minutes 1 July 2019
Resolved:	The minutes with amendments are received and approved
TC/91	To rescind EO/034- <i>deferred item to private session</i> Councillor Palmer explains due to a typo on the minute reference number the Council cannot proceed until corrected. Councillor Forrest explains this requires an Extra Ordinary meeting to proceed with the matter at hand.
Resolved:	To amend minutes and proceed once amended. All in favour
TC/92	To select panel to appoint Groundsman vacancy-<i>deferred item to private session</i> Due to the same typo this item also requires clarification from the minutes to proceed with action.
Resolved:	To amend minute reference number before action is taken. All in favour
TC/93	To discuss and agree action on outsourcing HR services from 2020-<i>deferred item to private session</i>
Resolved:	To sought a new quote from existing HR service to discuss and agree action in next Council meeting. All in favour

Meeting closed 7:50pm