

**Notice is hereby given that the Ordinary Meeting of
Northallerton Town Council will be held at 7.00pm on
Monday 26th April 2021 using video/teleconferencing.**

The right to record, film and broadcast meetings of the Council is established under The Openness of Local Government Bodies Regulations 2014. Anyone intending to record, film and broadcast meetings must adhere to the Council's Rules for the Effective Management of Recording at Meetings, and give due notice of intent.

Members of the public and press are invited to attend and may address members of the Council, during the item set aside for public participation. Please contact the Locum Clerk for details prior to midday on the day of the meeting.

The agenda is detailed below.



Alexandra Little Locum Clerk/RFO
19th April 2021

Agenda

1. Apologies

To receive apologies for absence and consider approval of reasons for absence.

2. To Note any Declarations of Interest

- a. To Note Declarations Interests not already declared under members Code of Conduct or members Register of Disclosable Pecuniary Interests.
- b. To Approve Dispensation Requests.

3. Public Participation

Members of the Public who wish to speak regarding items within the remit of the Town Council may do so. Time will be restricted to 10 minutes maximum, unless the council decides otherwise.

4. To Receive Report from North Yorkshire Police

Circulated in advance of the meeting.

5. To Receive Reports from County and District Councillors

6. To approve and sign the minutes of the Ordinary Meeting held on 15th March 2021 and the Extraordinary Meetings on 6th and 10th April 2021

7. To receive the Mayor's Statement

8. Administration and Initiatives

- a. To approve continuation of temporary delegation of powers to the Locum Clerk, Alexandra Little, to deal with administrative and financial matters.
- b. To consider the Council's position on the Northallerton School and Sixth Form College playing field becoming a designated green space and community asset and agree next steps.
- c. To consider the renewal of the Tourist Information Centre lease and agree actions.
- d. To consider the Council's view on banning sky lanterns and agree actions.
- e. To discuss the impact of siting of temporary offices in the Friarage Car Park and agree actions.

9. Finance

- a. To approve payments.
- b. To note receipts.
- c. To discuss and agree any carry forward as appropriate in line with the Strategic Plan, as recommended by the Finance and General Purpose Committee.
- d. To consider the request from tenants for a reduction in rent, given the circumstances of COVID19

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10. Assets and Facilities

- a. To receive Amenities Report and agree actions.
- b. To arrange for all councillors to visit the Council owned amenities areas, as agreed in FGP 19/11 01, in advance of the asset register review in May 2021.
- c. To receive tenders for asbestos work and to select a contractor.
- d. To receive an update on the condition of Town Hall windows and agree next steps.
- e. To discuss tender responses for proposed 5 year plan regarding Christmas Illuminations and agree next steps.
- f. To consider the path at Willow Beck and agree any actions required.
- g. To discuss the requirement for professional Tree Surveys and agree next steps.
- h. To consider use of the Bonfire Site and agree actions

11. Planning

- a. To note decisions.
- b. To consider Planning Applications received.

12. Employment and Training

- a. To receive an update on the Occupation Health programme
- b. To receive the new Code of Conduct for Councillors and agree training for this
- c. To update councillors on progress of Staff Handbook

13. Correspondence

- a. Emails for information have been circulated between meetings and require no further action
- b. To receive a letter from resident regarding Applegarth Play Area proposals

14. Next Meeting

To confirm the time and date of the next meeting as 7.00pm on Monday 17th May, held in person. This will be the Annual Meeting.

15. To resolve 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 16 & 17

16. Staffing Review

To receive a report from the Locum Clerk, following the staffing review agreed in 14.12.2020 TC51 (1) and 15.02.2021 TC477 (2) and to agree next steps.

17. Town Hall Hire

To consider a request for use of the Town Hall by a group as circulated to councillors on 14.04.2021.