

**Minutes of the Ordinary Meeting of Northallerton Town Council
held at 7.00pm on Monday 21st June 2021 in the Town Hall, Upper Hall.**

Present: Cllr P Eames (Mayor), Cllr P Atkin, Cllr S Barber, Cllr D Calvert, Cllr P Cornfoot, Cllr G Cullen, Cllr A Eames and Cllr J Prest

Also present: Cllr C Dickinson, Cllr G Ramsden, a member of the Press and Alexandra Little, Locum Clerk

21/022 Apologies

It was resolved that apologies for absence be noted and accepted from Cllrs C & J Hutson, Cllr D Richardson and Cllr C Young

21/023 To Note any Declarations of Interest

Cllr Prest declared an interest in the following: 21/001185/LBC and FGP21/2304

21/024 Public Participation

No members of the public present.

21/025 Minutes

- 1. It was resolved that the minutes of the Annual Parish Meeting, Annual Meeting of the Council and Ordinary Meeting held on 17th May 2021 be approved**
- 2. It was resolved the minutes of the Litigation Committee Meeting 3rd June be noted**

The minutes of the extraordinary meeting held on 24th May will be ratified at the next meeting.

21/026 Police Report

A report from North Yorkshire Police was circulated in advance of the meeting.

- 1. It was resolved that the council would appreciate Police presence at a meeting at least quarterly and the Locum Clerk will request this**

21/027 Reports from County and District Councillors

A report had been circulated by Cllr Dickinson in advance, she also reiterated the message of COVID safety.

21/028 To receive the Mayor's Statement

The mayor presented a short statement detailing his activities since the last meeting. He also confirmed that the Mayor's Charity for 2021/2022 will be Hambleton Foodshare. Cllr Dickinson expressed her gratitude for this as she is a trustee of the Foodshare.

21/029 Administration and Initiatives

- 1. 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 council's Financial Regulations and that this will be reviewed at the next Northallerton Town Council Ordinary Meeting**

To appoint a representative to the Northallerton Villages Forum

- 2. It was resolved that Cllr P Eames be appointed to the Northallerton Villages Forum**

To appoint an additional representative to the Grace Gardner Trust

- 3. It was resolved that Cllr J Prest be appointed to the Grace Gardner Trust**

To update councillors on the complaint raised at the meeting on 26th April 2021

A complaint was received from a resident in March followed up with a statement at the meeting on 26th April, at which it was agreed that the then Mayor would respond. A reminder was sent from the complainant on 8th June advising that a response had not been received. Cllr Eames responded fully on 11th June and included a copy of the council's complaints procedure. The complainant has acknowledged this response.

- 4. It was resolved that the complaints procedure will be reviewed at the meeting on 19th July to ensure timescales are clear and appropriate**

21/030 Finance

- 1. It was resolved that payments be made**
- 2. The minutes of the Finance & General Purpose Committee Meeting held on 14th June were noted**
Councillors requested regular suppliers be reviewed, to ensure they are representing value for money.
- 3. It was resolved that the Locum Clerk will review suppliers with the amenities and admin teams**

21/031 Assets and Facilities

No updated Amenities Report was received as there are no outstanding actions currently.

- 1. It was resolved that the Locum Clerk liaise with the Amenities Manager regarding items requiring action**

To consider approval of a block booking request for the Town Hall

- 2. It was resolved that 6 bookings can be made by this hirer, subject to a deposit being paid for these**

21/032 Planning

Planning decisions were noted and planning applications received were reviewed.

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

21/033 Employment and Training

- 1. It was resolved that the minutes of the Staffing Committee Meeting held on 1st June be noted**
- 2. It was resolved that the date of the next Staffing Committee Meeting be agreed by email**

21/034 To receive late correspondence

Emails for information have been circulated between meetings and require no further action

21/035 To receive items for inclusion in the agenda for the next meeting

Items to be added to the next agenda should be notified to the Locum Clerk by 12th July 2021

The following will be included:

Update the complaints procedure

Allotments

21/036 Date of Next Meeting

It was resolved that the time and date of the next meeting is 7.00pm on Monday 19th July 2021

The meeting closed at 7.45pm