



**Minutes of the Ordinary Meeting of Northallerton Town Council
held at 7.00pm on Monday 20th June
2022 in the Town Hall, Upper Hall.**

Present: Cllr P Eames (Mayor), Cllr P Atkin, Cllr S Barber, Cllr D Calvert, Cllr P Cornfoot, Cllr A Eames, Cllr M Holmes, Cllr C Hutson, Cllr J Hutson and Cllr G Ramsden.

Also present: Cllr S Watson, two members of the public, a member of the press and Alexandra Robson, Clerk.

22/017 Apologies

Apologies were noted from Cllr C Dickinson and Cllr I Sanderson.

22/018 To Note any Declarations of Interest

Declarations of interest were received from Cllrs C & J Hutson for any items relating to the BID.

22/019 Public Participation

No comments from members of the public.

22/020 Minutes

It was resolved that the minutes of the Ordinary Meeting held on 19th April and the Annual Meetings held on Monday 16th May 2022 be signed as a correct record

22/021 Exclusion of the Press and Public by virtue of Public (Admission to Meetings) Act 1960

It was resolved that there was no requirement to exclude members of the press and public

22/022 Police Report

A report from North Yorkshire Police was circulated along with the monthly summary. It was noted, with thanks, that the drug crimes were now shown separately.

An annual report for the local Community Alcohol Partnerships was circulated in advance. A Northallerton branch of the CAP will be launching on 24th June. Councillors welcomed this and are keen to positively engage with it.

22/023 Reports from County and District Councillors

- Cllr Dickinson had circulated a report in advance.
- A question was raised re the Farmers Market. How is it advertised and will it be moving to the High Street.
- The Clerk will ask Cllr Dickinson how the Town Council can support the Heritage Hub.
- Cllr Watson gave a brief update on the Unitary Council development.
- Cllr Calvert raised the concern about the positioning of the new seating along the Town Square and the Clerk updated with feedback from the Project Manager regarding safety matters. Councillors requested that the Clerk obtain written confirmation of the District Councils response.

22/024 Mayor's Statement

- The Mayor's Statement had been circulated in advance.
- Cllr P Eames highlighted:
 - Publication of the Annual Report and this will be distributed to appropriate local stakeholders.
 - Success of the Jubilee Tea Party and the feedback from all participants.
 - Complements to the team for their fast and efficient response to the recent graffiti in Applegarth.

22/025 Administration and Initiatives

Applications had been circulated for two co-opted vacancies. Councillors were given the opportunity to ask questions of the candidates.

1. It was resolved that Shirley Bell be co opted as Councillor for the North Ward

2. It was resolved that Andrew Hugill be co opted as Councillor for the South Ward

Signed:
Mayor
Date:



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S Bell and A Hugill signed the Declaration of Acceptance of Office papers and joined the meeting.

Records Management Policy

3. It was resolved that the Records Management Policy be approved

22/026 Finance

A payment schedule was presented to councillors.

1. It was resolved that payments be made & receipts noted

2. It was resolved that bank account balances be noted as follows and reconciliations signed:

HSBC £143,854.95

Unity Trust Bank £ 6,191.73

A report was received from the Internal Auditor. Thanks were offered to the Clerk and Finance Officer for their ongoing work which has culminated in this positive report.

3. It was resolved that the Internal Audit report be accepted and the recommendations will be reviewed by the Finance Committee and Clerk.

AGAR Submission Documents 2021 2022

The Annual Governance and Annual Accounting Statements were reviewed alongside the Internal Audit Report.

4. It was resolved that the Annual Governance and Accountability Return be submitted

5. It was resolved that the Notice of Public Rights be displayed

22/027 Assets and Facilities

Discussion took place regarding the ongoing toilet project. Cllr P Eames impressed upon councillors the need to deliver these facilities as soon as possible. Council reviewed the results of the Public Toilet Consultation and discussion took place regarding the type of provision required.

Signposting for public toilets will be improved and maps will be available for visitors to show the locations of the toilets. Costing has been requested based on the results of this survey.

1. It was resolved to publish the summary of the public survey and a press release to accompany this

2. It was resolved to review all grant options and loan facilities

3. It was resolved that the Clerk will undertake the Planning and Listed Building Consent Application

A copy of the updated Asset Register had been circulated in advance of the meeting for information.

22/028 Planning

Planning decisions were noted and planning applications received were reviewed.

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

22/029 Employment and Training

The following was noted:

- C Stamper successfully completed Safe Use of Pesticides and will start the RHS Horticultural Certificate in September.
- NTC Amenities Team are supporting a Work Experience Student for a week from 27th June.
- Cllr Holmes undertook new councillor training on 18th & 19th May.
- Cllr Cornfoot attended Resilience and Community Emergency Planning.
- A whole council training session has been booked with YLCA for 18th July at 1.30pm, in person.

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22/030 To receive late correspondence

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

- a. Late correspondence requiring a decision will be placed on the next agenda.

22/031 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 Clerk by midday on 11th July 2022.

BON - Twinning

22/032 Date of Next Meeting

It was resolved that the time and date of the next Ordinary Meeting will be Monday 18th July

The meeting closed at 8.03pm

Signed:
Mayor
Date: