



**Minutes of the Annual Meeting of  
Northallerton Town Council held at 7.00pm on  
Monday 22nd May 2023 in the Town Hall Upper Hall**

**Present:** Cllr P Eames, Cllr P Atkin, Cllr S Barber, Cllr D Calvert, Cllr P Cornfoot, Cllr A Eames, Cllr C Hutson and Cllr J Hutson.

**Also present:** Cllr C Dickinson NYC and Alexandra Robson, Clerk.

23/001 To elect the Mayor of Northallerton for 2023/2024

**It was resolved Cllr P Eames be elected Mayor of Northallerton for 2023/2024**

Cllr Eames thanked councillors for their confidence in him and noted that the council had achieved a significant number of results over the last year which he hoped would continue.

23/002 To receive the Mayor's Declaration of Acceptance of Office

**Cllr Eames signed the Declaration of Acceptance of Office**

23/003 To receive apologies for absence and consider approval of reasons for absence

**It was resolved that apologies be received and accepted from Cllr S Bell, Cllr M Holmes and Cllr A Hugill  
Cllr G Ramsden was not present**

23/004 To note the minutes of the last Annual Meeting of the Town Council held on Monday 16th May 2022

**It was resolved the minutes of the last Annual Meeting of the Town Council be noted**

23/005 To elect the Deputy Mayor of Northallerton for 2023/2024

**It was resolved Cllr P Cornfoot be elected Deputy Mayor of Northallerton for 2023/2024**

Cllr Cornfoot offered thanks to the council for their support.

23/006 To update Councillors Register of Interests

**It was resolved that the Clerk will circulate the new North Yorkshire Council Register of Interest Councils for councillors to complete and return**

23/007 Committee Representatives

**It was resolved that representatives be appointed to the following committees:**

appendix i

1. Community Facilities
2. Engagement and Events
3. Environment and Open Spaces
4. Finance
5. Staffing
6. Joint Burial Committee

23/008 Terms of Reference

**It was resolved that Terms of Reference for the following committees be adopted**

1. Community Facilities
2. Engagement and Events
3. Environment and Open Spaces
4. Finance
5. Staffing

An updated Terms of Reference for the Joint Burial Committee will be reviewed at the June meeting



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23/009 Organisational Representatives

**It was resolved that representatives be appointed to the following organisations**

appendix i

1. Grace Gardner Trust
2. Bienvenue Ormesson Northallerton
3. Yorkshire Local Councils Associations
4. Unitary Authority Parish Working Group
5. Northallerton Villages Forum
6. Town Team
7. Active Travel Group (Name change)
8. Area Constituency Committee
9. Area Planning Committee
10. Community Alcohol Partnership
11. Rural Transport Working Group
12. 20's Plenty Campaign

23/010 To confirm adopted Standing Orders

**It was resolved the Standing Orders be confirmed as adopted**

23/011 To confirm adopted Financial Regulations

**It was resolved the Financial Regulations be confirmed as adopted**

23/012 To accept the updated Strategic Plan

**It was resolved that the Strategic Plan be accepted**

23/013 To receive a report from North Yorkshire Police

A report had been received in advance of the meeting. Cllr Atkin raised concerns about youth activities and gave a summary of recent events which reflected anti-social behaviour in the town.

23/014 To receive reports from NYC Ward Councillors

A report from Cllr Dickinson had been circulated in advance of the meeting.

23/015 To receive agenda items for the next Ordinary Meeting of the Town Council including:

- Updated Code of Conduct and confirm councillors completion of Register of Interests
- Parking at Vicars Croft - Cllr Atkin will prepare a short summary in advance of the meeting
- Youth Provision in Northallerton

23/016 To agree the date of the Town Council meetings for 2023 2024 are as follows:

Monday 19th June 2023	Monday 15th January 2024
Monday 17th July 2023	Monday 19th February 2024
Monday 18th September 2023	Monday 18th March 2024
Monday 16th October 2023	Monday 15th April 2024
Monday 20th November 2023	Monday 13th May Annual Town Meeting
Monday 18th December 2023	Monday 20th May Annual Council Meeting

An Annual Town Meeting will take place in a similar format to this year with a formal presentation of grants to organisations to be included.

The meeting closed at 7.40pm



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**Appendix i**

<b>COUNCIL COMMITTEES 2023-2024</b>
<b>Community Facilities</b> Cllr Phil Eames Cllr Paul Atkin Cllr Stewart Barber Cllr Paul Cornfoot Cllr Gerry Ramsden
<b>Engagement &amp; Events</b> Cllr Phil Eames Cllr Stewart Barber Cllr Paul Cornfoot Cllr Shirley Bell Cllr Julie Hutson
<b>Environment &amp; Open Spaces</b> Cllr Phil Eames Cllr Amanda Eames Cllr Paul Cornfoot Cllr Andrew Hugill Cllr Shirley Bell
<b>Finance</b> Mayor, Cllr Phil Eames Deputy, Cllr Paul Cornfoot Cllr Andrew Hugill Cllr Paul Atkin Cllr Colin Hutson Cllr Julie Hutson
<b>Staffing</b> Mayor, Cllr Phil Eames Cllr Amanda Eames Cllr David Calvert Cllr Mike Holmes Cllr Julie Hutson
<b>Joint Burial Committee</b> Cllr Paul Atkin Cllr David Calvert Cllr Paul Cornfoot Cllr Andrew Hugill



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**COUNCIL REPRESENTATIVES 2023-2024**

**Grace Gardner Trust**

Mayor, Cllr Phil Eames  
Deputy, Cllr Paul Cornfoot  
Cllr Amanda Eames  
Cllr David Calvert  
Cllr Julie Hutson

**Bienvenue Ormesson Northallerton**

Cllr Phil Eames

**Yorkshire Local Councils Association**

Cllr Phil Eames  
Cllr Paul Cornfoot  
Clerk

**Unitary Authority Parish Working Group**

Mayor, Cllr Phil Eames  
Deputy, Cllr Paul Cornfoot  
Clerk

**Northallerton & Villages Community  
Forum**

Cllr Phil Eames

**Town Team**

Mayor, Cllr Phil Eames  
Deputy, Cllr Paul Cornfoot

**Active Travel Group**

Cllr Amanda Eames  
Cllr David Calvert  
Cllr Paul Cornfoot

**Area Constituency Committee**

Cllr Shirley Bell  
Cllr Andrew Hugill  
Clerk

**Area Planning Committee**

Cllr Paul Cornfoot  
Cllr Mike Holmes

**Community Alcohol Partnership**

Cllr Shirley Bell  
Cllr Paul Cornfoot  
Clerk

**Rural Transport Working Group**

Cllr Andrew Hugill

**20's Plenty Campaign**

Cllr Stewart Barber