



**Minutes of an Ordinary Meeting of
Northallerton Town Council held at 7.00pm on
Monday 19th June 2023 in the Town Hall, Upper Hall.**

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

Also present: Cllr S Watson, NYC Ward Councillor and Alexandra Robson, Clerk.

23/017 Apologies

All councillors were present. Cllr C Dickinson, NYC Ward Councillor, offered apologies due to another commitment.

23/018 To Note any Declarations of Interest

No declarations of interest received.

23/019 No Public Participation

23/020 Minutes

- 1) It was resolved that the minutes of the Annual Town Meeting held on Monday 15th May 2023 be approved
- 2) It was resolved that the minutes of the Annual Council Meeting held on Monday 22nd May 2023 be approved
- 3) It was resolved that the draft minutes of the Finance Committee and Staffing Committee Meetings on 9th June 2023 be noted

22/021 Exclusion of the Press and Public

It was resolved it was not necessary to exclude members of the press and public by virtue of Public (Admission to Meetings) Act 1960, due to the confidential nature of any agenda items.

23/022 North Yorkshire Police

1. A report from North Yorkshire Police had been circulated in advance of the meeting. There was a discussion regarding the Police Panel Meeting, attended by Cllr Atkin, which had concentrated on Hate Crimes. These are low in the North Yorkshire area and no trends have been identified. ASB has reduced and diversionary tactics have been used to combat this, in Bedale particularly. Cllr Atkin will circulate his summary of this meeting to councillors.
2. A Police Report Summary had been circulated in advance of the meeting.
3. An update on the Community Alcohol Partnership will be shared via email with councillors.

23/023 To receive reports from Ward Councillors

A report from Cllr Dickinson had been circulated in advance of the meeting. Councillors wish to receive an update on Area Constituency Committee (ACC) meetings and the Clerk will request this. Cllr Watson updated on the ACC meeting and noted some issues in the county caused by traffic management being ineffective. Councillors were asked to report any roadwork matters that are not being managed correctly, so the providers can be held to account for public safety. Should road signs be obscured by foliage, councillors are encouraged to report these to Highways via the portal. Council was encouraged to complete the Let's Talk Transport survey. Cllrs Hugill, Cornfoot and the Clerk will look into this for the next meeting.

23/024 To receive the Mayor's Statement

The Mayor's statement was noted. Disappointment was expressed at the damage caused to the Applegarth Community Garden bench. Thanks were offered to all who attended the Flying the Flag ceremony at the Town Hall and the Clerk for organising this. Comments from members of the public had been positive and the event will be held again in 2024.

Signed:
Mayor

Date:



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23/025 Administration and Initiatives

An updated Code of Conduct had been circulated to councillors for consideration.

- 1. It was resolved that Northallerton Town Council will adopt the Code of Conduct and updated Register of Interests document**
- 2. It was resolved that a NTC Register of Interests form will be circulated to councillors for completion**

Terms of Reference for the Joint Burial Committee were discussed and a selection of updates are required to bring these in line with the NTC Terms of Reference standards.

- 3. It was resolved that the JBC Committee members for NTC and Romanby PC will review this at a meeting with the Town Clerk and JBC Clerk**

Parking issues at Vicars Croft were discussed, Cllr Atkin advised that NYC no longer provide residents parking and a resident affected by this is being supported by a housing association.

It was resolved that there is no further action to be undertaken by NTC

23/026 Assets and Facilities

- 1) New toilet provision will be completed this week and hand dryers/soap dispenser/donation options will be installed. Signage will be updated and opening times will be notified. These will be opened as soon as possible with a celebration of the delivery of this project. A press release will be circulated and key participants in the project will be included in the opening.
The Mayor offered thanks again to everyone involved in the project with funding, administration, organisation and delivery.
- 2) It was confirmed that Dolcie Deli Ltd will open on 26th June in units 1 & 2 following a new lease agreement
A pop-up candle shop has also been set up in the vacant unit, pending a permanent tenant.

23/027 Finance

- 1) **It was resolved payments be approved and receipts noted**
- 2) **It was resolved that bank account balances be noted and bank reconciliations signed**
Unity £ 75,421
HSBC £163,840
- 3) Internal Audit Report
An internal audit report had been circulated in advance. This was recognised as positive and thanks were offered to staff for their work throughout the year to secure this outcome.
Future budgeting was drawn to councillors attention, as the Internal Auditor recommended that the precept would have to be increased to enable the same services to be delivered at NTC.
- 4) AGAR Submission Documents 2022 2023
 - a) **It was confirmed that the Notification of Public Rights has been displayed**
 - b) **It was resolved to approve the Annual Governance Statement**
 - c) **It was resolved to approve the Annual Statement of Accounts**
 - d) **It was resolved that, subject to confirmation from the Internal Auditor that they accept the JBC VAT input, these documents be submitted to the External Auditor**
- 5) **It was resolved that grant payments will be made in line with the Finance Committee recommendations to:**
 - a) **Northallerton Carnival of £500**
 - b) **Moorsbus for £150**

Signed:
Mayor

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23/028 Planning

- 1) To consider Planning Applications received.

It was resolved that there are no objections to these applications

A request was made to contact planning enforcement regarding signage at the Living Fire Centre which does not have permission.

It was resolved that the Clerk will contact enforcement regarding this

23/029 To receive late correspondence

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

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

Mill Hill Imaginosity Project have asked to show their artwork in the Town Hall and the Clerk will arrange a slot for this to happen during the week leading up to 13th July.

23/030 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 Monday 12th July 2023

Youth Provision in Northallerton

Area Constituency Meeting feedback

Let's Talk Transport Response

23/031 Date of Next Meeting

It was confirmed that the time and date of the next meeting is 7.00pm on Monday 17th July 2023

The meeting closed at 8.10pm

Signed:
Mayor

Date: