COUNCIL OF THE CITY OF RIPON

MINUTES OF THE HUGH RIPLEY COMMITTEE MEETING HELD ON WEDNESDAY 10TH APRIL 2013 AT 10.30AM IN THE MAYORS PARLOUR THE TOWN HALL, RIPON

PRESENT:

Cllr Martin - Vice Chairman

Cllr Chambers Cllr P M Horton Cllr J A Martin-Long Cllr M Waiting

Administrator

Late Arrivals:

None

Early Departures:

None

		Actions
26/12	APOLOGIES FOR ABSENCE	
	Cllr P McHardy – Chairman	
27/12	DISCLOSURE OF AN INTEREST IN RELATION TO ANY MATTER	
	UNDER CONSIDERATION AT THIS MEETING (financial or otherwise)	
	None	
28/12	MINUTES OF THE COMMITTEE MEETING HELD ON 27 MARCH 2013	
	Proposed - Cllr Martin Long Seconded - Cllr Horton	
	"That the Minutes of this meeting be signed by the Chairman as being a true &	
	correct record."	
	RESOLVED	
29/12	REPORT BACK FROM CLLR MARTIN ON THE BIOMASS HEATING	
	SYSTEM	
	Cllr Martin reported back to the committee that he had been chasing the	
	company to come to a meeting. It was agreed once we had a schedule of	
	meetings we would provide these to the company and arrange a meeting	
30/12	ADOPTION OF PREPARED BUSINESS PLAN	
	It was proposed to formally adopt the business plan as a working document updated costs to be added in once received also requested that the previous business plan be available to members of the committee. Resolved.	
	Proposed - Cllr Chambers Seconded - Cllr Martin-Long	

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31/12	REPORT FROM CLLR MARTIN ON HALL RUNNING COSTS	
	Cllr Martin reported back with details of the existing contracts, he informed the committee that change of ownership does not mean that exiting contracts can be broken. The committee discussed water testing and Cllr Chambers agreed to look in to the regulations with regards to water in a public building. The issue of Wi-Fi access in the Hall was discussed Cllr Waiting is to look into the costs of this as it could be of benefit for potential hirers of the hall to have free wifi in place.	
32/12	UPDATE ON THE LEASE AGREEMENT	
	Committee asked the office to chase the solicitors for the approval for the lease.	SB to chase solicitors
33/12	TO CONSIDER THE TIMESCALES FOR TAKING OVER THE BOOKINGS & INVOICING FROM HARROGATE BOROUGH COUNCIL Administrator was asked to chase for the booking software training and system to be loaded on to the computer so that bookings could be transferred over and we could start invoicing hopefully with effect from the 1 st June 2013. The committee wanted to know if they want to change a contract if as long as there was no additional costs would they be able to proceed. Administrator to check with the Clerk with regards to the terms of reference for the committee. If the ability to change contracts was not covered in the Terms of Reference for the committee, could a short term budget to allow for contracts to be renegotiated and the delegated power to do so from full council be a possible solution.	SB to speak with the clerk and company reference training. SB to discuss terms of reference with clerk and report back
34/12	TO CONSIDER THE TERMS AND CONDITIONS OF HIRE OF THE HALL Committee discussed the terms and conditions for the hall. It was agreed that the form would be amended to take a deposit on all non-regular bookings of 20% which would be retained on cancellation. Cllr Martin Long also raised the possibility of the hall being used as a wedding venue Cllr Martin Long was tasked to look in to this further.	Cllr Martin Long look in to wedding venue possibilities

Meeting closed at 11.30 am

Items outstanding

Cllr Martin -Long	To speak with youth services with reference to attending a meeting about	
	services in Ripon and the role that Hugh Ripley Hall could possibly play.	
Committee	Cllr Barnes be invited to attend a meeting to discuss benefit of charitable	
	status.	

27.03.13