



# COUNCIL OF THE CITY OF RIPON MINUTES OF A MEETING OF THE HUGH RIPLEY HALL COMMITTEE

**Date:** Monday 17 October 2016  
**Time:** 19:00 hours  
**Location:** Council Chamber, Ripon Town Hall

**Present:** Cllr A Williams  
 Cllr P Horton (in substitution for Cllr P McHardy)  
 Cllr S Martin  
 Cllr C Powell  
 Cllr A Morgan (Ex Officio)  
 Cllr R Willis

**In attendance:** The Clerk

<b>42-16</b>	<p><b>To receive apologies and approve reasons for absence.</b></p> <p>Apologies were received and accepted from Cllrs Hawke and McHardy.</p>		
<b>43-16</b>	<p><b>To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) &amp; to consider any written requests for dispensation.</b></p> <p>Cllr Willis declared an interest as he has previously dealt with of WE Dixon; J Atkinson and Lindau.          Cllr Williams declared an interest as he has previously dealt with Dee Dee Decorations.</p>		
<b>44-16</b>	<p><b>Members of the public are invited to question, seek clarification or make representation to members of the Council on any agenda item as listed below.</b></p> <p>There were no members of the public present.</p>		
<b>45-16</b>	<p><b>To approve the Minutes of the last Committee Meeting held on 19 September 2016.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Proposed - Cllr Willis</td> <td style="width: 50%; text-align: center;">Seconded – Cllr Powell</td> </tr> </table> <p>That the minutes of the last Hugh Ripley Hall Committee meeting, held on 25<sup>th</sup> July 216 be approved and signed by the Chair as a true record.</p> <p><b>RESOLVED by a show of hands with three abstentions.</b></p>	Proposed - Cllr Willis	Seconded – Cllr Powell
Proposed - Cllr Willis	Seconded – Cllr Powell		
<b>46-16</b>	<p><b>To receive the City Development Manager’s email dated 11 October 2016 and to consider the costs associated with the drawing up of an underlease for CAB.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Proposed - Cllr Willis</td> <td style="width: 50%; text-align: center;">Seconded – Cllr Williams</td> </tr> </table> <p>That the Clerk relieve the City Development Manager of this task and seek advice from YLCA/obtain quotes from other solicitors.</p>	Proposed - Cllr Willis	Seconded – Cllr Williams
Proposed - Cllr Willis	Seconded – Cllr Williams		
<b>47-16</b>	<p><b>To consider the quotations received to date in respect of the works required.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Proposed - Cllr Willis</td> <td style="width: 50%; text-align: center;">Seconded – Cllr Williams</td> </tr> </table> <p>After due consideration of the quotations obtained that the following quotations are approved:          Lighting Contractor - W E Dixon £1384 net of VAT;          Louvre Grills - Lindab £388.37 net of VAT;          Suspended Ceilings – John Atkinson Interiors Ltd £3682 net of VAT          That the Clerk obtain the required permissions from HBC under the terms of the lease and contact</p>	Proposed - Cllr Willis	Seconded – Cllr Williams
Proposed - Cllr Willis	Seconded – Cllr Williams		

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	<p>HBC Planning Dept to ensure that any necessary permissions are obtained before works commence.</p> <p>It was AGREED that further quotations would be sought in relation to decorating of the hall.</p> <p>The following order of work was agreed; permissions; windows; lighting; suspended ceilings/insulation and decorating.</p> <p>It was AGREED that the Clerk would investigate the grants available for boiler replacement and seek alternative quotations.</p>		
<b>48-16</b>	<p><b>To agree a marketing strategy for the letting of Hugh Ripley Hall.</b></p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Proposed - Cllr Willis</td> <td style="width: 50%;">Seconded – Cllr Williams</td> </tr> </table> <p>That the first element of the marketing strategy be that the sign outside the building is replaced with a sign that includes Ripon City Council. Clerk to obtain three quotations  That in the event of one off hire requests the key is obtained from the Clerk's office in advance with fees and a room deposit being paid at the time of obtaining the keys.  That a number pad entry system is investigated and costs obtained.</p>	Proposed - Cllr Willis	Seconded – Cllr Williams
Proposed - Cllr Willis	Seconded – Cllr Williams		
	<b>Cllr Powell left the meeting at 20:40 hours.</b>		
<b>49-16</b>	<p><b>To agree a date for the next meeting of Hugh Ripley Hall Committee.</b></p> <p><b>21<sup>st</sup> November 2016</b></p>		
<b>50-16</b>	<p><b>To consider the condition of the chairs and the need to provide seating at Hugh Ripley Hall.</b></p> <p>That the Clerk investigate the amount of HBC furniture at the hall which is not fit for purpose and ask them to arrange removal of said furniture.</p> <p>Clerk to obtain quotations for replacement chairs.</p>		
<b>51-16</b>	<p><b>To note any items for inclusion on the agenda of the next meeting.</b></p> <p>None</p>		

With business concluded the meeting was closed at 20:50 hours.

Minutes were recorded and prepared by Paula Benson, Clerk to the Council

**SIGNED:**

**DATE**

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**CHAIRMAN**

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**ACKNOWLEDGED AT FULL COUNCIL MEETING FOR INFORMATION ONLY:**

**SIGNED:**

**DATE**

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**THE RIGHT WORSHIPFUL THE MAYOR**

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