



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

Date: Monday 21 November 2016
Time: 19:30 hours
Location: Mayors Parlour, Ripon Town Hall

Present: Cllr A Williams
 Cllr S Hawke
 Cllr P McHardy
 Cllr S Martin
 Cllr C Powell
 Cllr A Morgan (Ex Officio)
 Cllr R Willis

In attendance: The Clerk

52-16	<p>To receive apologies and approve reasons for absence.</p> <p>None received, all Committee Members were present.</p>		
53-16	<p>To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) & to consider any written requests for dispensation.</p> <p>None received.</p>		
54-16	<p>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.</p> <p>There were no members of the public present.</p>		
55-16	<p>To approve the Minutes of the last Committee Meeting held on 17 October 2016.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed - Cllr Willis</td> <td style="width: 50%;">Seconded – Cllr Powell</td> </tr> </table> <p>That the minutes of the last Hugh Ripley Hall Committee meeting, held on 17th October 2016 be approved and signed by the Chair as a true record.</p> <p>RESOLVED by a show of hands with three abstentions.</p>	Proposed - Cllr Willis	Seconded – Cllr Powell
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56-16	<p>To note the position of the CAB and to agree appropriate action.</p> <p>It was NOTED that the CAB did not plan to move into the office accommodation at Hugh Ripley Hall, having found alternative accommodation that better suits their needs.</p> <p>Clerk to identify the legal costs incurred to date and to check the agreement to the funds awarded to CAB made by Council and report back at the next meeting.</p>		
57-16	<p>To consider the additional quotations received to date in respect of the works required.</p> <p>The schedule of quotations was reviewed and it was AGREED to appoint the following contractors</p> <p><u>Signage – Signarama – total cost £225 plus VAT.</u> Sign to include the Ripon City Council crest, telephone number and Hugh Ripley Hall.</p>		

	<table border="1" data-bbox="261 181 1447 215"> <tr> <td data-bbox="261 181 855 215">Proposed - Cllr Willis</td> <td data-bbox="855 181 1447 215">Seconded – Cllr McHardy</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p><u>Decorating – J B Lambert</u></p> <p>That the paint specification is checked to ensure good quality paint is used. The existing colour is preferred. That the work on the Main Hall is awarded with the Bar room to be done at a later date once the bar has been removed.</p> <table border="1" data-bbox="261 490 1447 524"> <tr> <td data-bbox="261 490 855 524">Proposed - Cllr McHardy</td> <td data-bbox="855 490 1447 524">Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p> <p><u>Removal of Ivy – A Constantine – total cost £744.00</u> <u>Fit Gable Louvre Vents – total cost £984.00</u></p> <table border="1" data-bbox="261 705 1447 739"> <tr> <td data-bbox="261 705 855 739">Proposed - Cllr McHardy</td> <td data-bbox="855 705 1447 739">Seconded – Cllr Powell</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed - Cllr Willis	Seconded – Cllr McHardy	Proposed - Cllr McHardy	Seconded – Cllr Hawke	Proposed - Cllr McHardy	Seconded – Cllr Powell
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Proposed - Cllr McHardy	Seconded – Cllr Powell						
58-16	<p>To note the position of HBC on the permissions requested under the terms of the lease.</p> <p>That the Clerk would write to HBC advising that if permission was not forthcoming within 14 days RCC would begin to schedule the works required.</p> <table border="1" data-bbox="261 987 1447 1021"> <tr> <td data-bbox="261 987 855 1021">Proposed - Cllr Williams</td> <td data-bbox="855 987 1447 1021">Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed - Cllr Williams	Seconded – Cllr Hawke				
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59-16	<p>To discuss the scheduling of the proposed works in relation to existing bookings at the Hall.</p> <p>That the Clerk would work together with Cllrs Williams and Willis to draw up a programme of works and ensure that the work was programmed at a time to cause the minimum amount of inconvenience to the users of the hall. Clerk to notify all users once dates are firm.</p> <p>Further, that Cllrs Williams and Willis be given authority to sanction variations in spend on the proposed works so as not to cause delay.</p> <table border="1" data-bbox="261 1391 1447 1424"> <tr> <td data-bbox="261 1391 855 1424">Proposed - Cllr Martin</td> <td data-bbox="855 1391 1447 1424">Seconded – Cllr Hawke</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed - Cllr Martin	Seconded – Cllr Hawke				
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60-16	<p>To consider the need for a temporary cleaner during the Caretaker’s leave.</p> <p>That the person recommended by the Caretaker be approached and details retained on file. Further, that the Clerk ask either the recommended person or the Municipal Officers to provide cover for the hall during the Caretaker’s leave.</p> <table border="1" data-bbox="261 1727 1447 1760"> <tr> <td data-bbox="261 1727 855 1760">Proposed - Cllr Williams</td> <td data-bbox="855 1727 1447 1760">Seconded – Cllr Martin</td> </tr> </table> <p>RESOLVED by a unanimous show of hands.</p>	Proposed - Cllr Williams	Seconded – Cllr Martin				
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61-16	<p>To consider the request for hire of the hall from NYCC.</p> <p>That the Clerk asks existing hall users if they would consider altering one booking to allow the event to take place, offering a free booking in return for flexibility.</p>						

	Proposed - Cllr Hawke	Seconded – Cllr Powell
	RESOLVED by a unanimous show of hands.	
62-16	To consider the budgetary position for 2016/17 and to agree the basis on which the budget for 2017/18 will be drawn up	
	That the recharge to staffing for 2015/16, amount £2,515 be authorised and that the staffing recharge for 2016/17 be transferred on a monthly basis. Clerk to provide a final budget for approval at the next meeting.	
	Proposed - Cllr Williams	Seconded – Cllr Martin
	RESOLVED by a unanimous show of hands.	
63-16	To note the boiler service.	
	To note that the Clerk arranged for the existing boiler to be serviced under the emergency spend provision after the Caretaker noticed that it was not starting easily (Fin.Reg.3.4).	
	With business concluded the Chairman closed the meeting at 21:12 hours.	

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

SIGNED:

DATE

CHAIRMAN

ACKNOWLEDGED AT FULL COUNCIL MEETING FOR INFORMATION ONLY:

SIGNED:

DATE

THE RIGHT WORSHIPFUL THE MAYOR
