



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

**Date:** Monday 19 December 2016  
**Time:** 20:10 hours  
**Location:** Council Chamber, 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

64-16	<p><b>To receive apologies and approve reasons for absence.</b></p> <p>None received, all Committee members were present.</p>		
65-16	<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>None declared.</p>		
66-16	<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>No members of the public were present.</p>		
67-16	<p><b>To approve the Minutes of the last Committee Meeting held on 21 November 2016.</b></p> <table border="1"><tr><td>Proposed - Cllr Powell</td><td>Seconded – Cllr Willis</td></tr></table> <p>That the minutes of the last Hugh Ripley Hall Committee meeting, held on 21 November 2016 be approved and signed by the Chair as a true record.</p> <p><b>RESOLVED by a unanimous show of hands.</b></p>	Proposed - Cllr Powell	Seconded – Cllr Willis
Proposed - Cllr Powell	Seconded – Cllr Willis		
68-16	<p><b>To consider and approve the additional quotations received to date in respect of the works required.</b></p> <p>The schedule of quotations was received and noted. Cllr Martin raised concerns about the proposed lighting and that the replacement LED panels might be too bright for the hall. Cllr Willis advised that both he and the Clerk had spoken to the electrician who advised that he had taken the brighter output into account when quoting and that the proposed lights would produce a similar level of light to the existing units.</p> <p>All other quotations were noted.</p> <p>The following was proposed:</p> <ul style="list-style-type: none"><li>• that quotations for replacing the boiler would be brought back to the Committee in June;</li><li>• that a site meeting with all Council members invited be held in the Spring;</li><li>• that the contractor fitting the louvre grilles be asked to renew the rotten sign frame and fit the new sign at the front of the building subject to it being less than £100;</li><li>• that Cllr Willis bring an example of the banquet chairs to the next committee meeting;</li><li>• that Cllrs Williams and Willis are authorised to sanction variations in spend on</li></ul>		

	approved works to avoid delay.		
<b>69-16</b>	<p><b>To note the scheduling of the proposed works.</b></p> <p>It was noted that the hall would be closed 3 – 6 January for the replacement of the lighting and ceiling panels. Further, that the louvre grilles would be fitted as soon as possible in the New Year.</p> <p>Scaffolding is required to allow the contractor to fit the grilles and quotations were being sought. Agreed that Cllrs Williams and Willis are authorised to decide upon a scaffolding contractor subject to the quotation being in the region of £300.</p> <table border="1" style="width: 100%;"> <tr> <td>Proposed - Cllr Hawke</td> <td>Seconded – Cllr McHardy</td> </tr> </table> <p><b>RESOLVED by a unanimous show of hands.</b></p>	Proposed - Cllr Hawke	Seconded – Cllr McHardy
Proposed - Cllr Hawke	Seconded – Cllr McHardy		
<b>70-16</b>	<p><b>To consider the CDM’s storage requirement.</b></p> <p>That this requirement be approved subject to it being reviewed annually and that consideration be given to the items stored. CDM to speak to the Fire Officer to ensure that the change of use is acceptable in fire safety terms.</p> <p>That HRH is operating as a business unit and that a charge may be levied.</p> <table border="1" style="width: 100%;"> <tr> <td>Proposed - Cllr Martin</td> <td>Seconded – Cllr Powell</td> </tr> </table> <p><b>RESOLVED by a unanimous show of hands.</b></p>	Proposed - Cllr Martin	Seconded – Cllr Powell
Proposed - Cllr Martin	Seconded – Cllr Powell		
<b>71-16</b>	<p><b>To consider and approve the draft budget for 2017/18</b></p> <p>That the draft budget be approved for presentation to Full Council.</p> <table border="1" style="width: 100%;"> <tr> <td>Proposed - Cllr Hawke</td> <td>Seconded – Cllr Powell</td> </tr> </table> <p><b>RESOLVED by a unanimous show of hands.</b></p>	Proposed - Cllr Hawke	Seconded – Cllr Powell
Proposed - Cllr Hawke	Seconded – Cllr Powell		
<b>72-16</b>	<p><b>To authorise the following spend:</b></p> <ul style="list-style-type: none"> <li>• <b>scheduled alarm service and approve the cost of critical works identified by the alarm company</b> The quotation received was discussed. That the Clerk refers the renewal of fire extinguishers to the Fire Officer. That alternative quotations are sought for alarm service/maintenance and a breakdown of the quotation requested.</li> <li>• <b>annual PAT testing of appliances is due in January at an estimated cost of £70 plus VAT.</b> That this quotation is approved.</li> </ul> <table border="1" style="width: 100%;"> <tr> <td>Proposed - Cllr Williams</td> <td>Seconded – Cllr Hawke</td> </tr> </table> <p><b>RESOLVED by a unanimous show of hands.</b></p>	Proposed - Cllr Williams	Seconded – Cllr Hawke
Proposed - Cllr Williams	Seconded – Cllr Hawke		
	With business concluded the Chairman closed the meeting at 20:30 hours.		

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

**SIGNED:**

**DATE**

\_\_\_\_\_  
**CHAIRMAN**

Initialled by Chairman \_\_\_\_\_

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

**SIGNED:**

**DATE**

\_\_\_\_\_  
**THE RIGHT WORSHIPFUL THE MAYOR**

\_\_\_\_\_