

TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held on Thursday 3 February 2022

Present: Cllrs Mike Canavan, Sean Carey (arrived at 7.30 pm), David Cook, Bryn Griffiths, Chris Johnson, Nigel Johnson, David Oxley and Graham Sowerby.

Clerk –Mrs Julie McLuckie.

1/03/02/22 APOLOGIES FOR ABSENCE

RESOLVED to receive the apologies for absence from Cllr Wake.

2/03/02/22 MINUTES OF THE PREVIOUS MEETINGS

RESOLVED that the minutes of the meeting held on 2 December 2021 be approved.

3/03/02/22 FINANCIAL STATEMENTS

- a. **RESOLVED** that the monthly financial statements for December 2021 and January 2022 be received and agreed.

4/03/02/22 TOWN HALL TRUST

- a. Town Hall Update – **RESOLVED** that the Town Hall had seen several bookings cancelled during January following the introduction of Plan B by the Government. However, since the restrictions have lifted the groups have returned and the Town Hall once again has a full programme of events available. The new cleaning regime introduced to tackle the COVID 19 pandemic remains in place. It was agreed that the Clerk should submit an Omicron grant application for the Town Hall Trust given the revenue lost.
- b. **RESOLVED** that the minutes from the Town Hall Management Advisory Committee (THMAC) held on 10 January 2022 be received. The Friends of the Town Hall were thanked for their ongoing support and in particular the funds they had raised at their Christmas event.

Outstanding issues:-

- i. Accessible Toilet Door - the Local Authority Building Control Officer had visited the site and confirmed that the door was compliant. It was agreed to display a sign from the ceiling advising people to be aware that the door opens out over and people, who do not need to use the accessible toilet, be encouraged to use the upstairs toilets. Kitchen users will be advised that when transferring crockery etc that this should be through the Jack Brunton room rather than the corridor. Trustees confirmed that this item is now concluded, and the matter closed.
- ii. Roof tile - the Clerk would circulate the picture showing the loose roof tile and obtain quotes to carry out the repair.

- c. **Staffing Update – RESOLVED** that following a training and interview process Mr Keith Bellamy had been offered and accepted the position of Town Hall Steward. Mr Bellamy would commence in post on 1 March 2022 but would attend in advance of that to shadow our current Steward so that he is fully aware of the procedures prior to taking up his post. The Clerk would also arrange for all the appropriate training courses to be set up.

5/03/02/22 MANORIAL LANDS TRUST

- d. Market Update –
- i. Friday Market – **RESOLVED** that the Clerk has arranged for two new stalls to attend initially on a casual basis with a hope that they will become full time stall holders. One would be in place from Friday 4 February 2022 and the other was due to join in March 2022. Generation Travel had requested that they be allowed to bring one of their tour buses to the market, Trustees confirmed that this would exceed the maximum weight limit and therefore was not agreed. However, they could bring a promotional stall to the Market, charged at the current market rent fee.
 - ii. Farmers Market – **RESOLVED** the Farmers Market continues to be a great success and very well supported. As agreed at the previous meeting the Clerk had offered offer to purchase two new banners for the new ‘Makers Market’ to be displayed on the Town Hall and the roundabout railings. The Northern Dales Farmers Market were delighted to accept this offer and are in the process of designing the banners.
- e. Levenside Update –
- i. **RESOLVED** that the e-mail from a resident regarding the costs etc associate with the Levenside Project circulated on 13.1.22 be received. The Clerk would draft the response and circulate to members for approval.
 - ii. Levenside Kiosk – **RESOLVED** that Cllr Canavan would draft a response to the e-mail received from the Environment Agency that would also be copied to Levenside Association representatives.
 - iii. Levenside Project – the Clerk confirmed that the Bounce Back Grant application had been submitted.
 - iv. Grass Verges from 19 to 27 Levenside - **RESOLVED** that as the work to 21 Levenside was nearing completion it was agreed that the Clerk should write to the homeowner reminding them that the verges from 19 to 27 Levenside are to be reinstated along with the cobbled areas that had been uplifted. The Clerk was asked to obtain quotes to install bollards or bird-mouth fencing along the verges to prevent vehicles parking in the future.
 - v. Unauthorised tree work – **RESOLVED** that the Clerk write to the residents at 3A Levenside to ask if they have any information about the unauthorised work and remind them that permission must be obtained from the Manorial Lands Trust prior to work being carried out to all trees on Manorial Land.

- f. Underground cabling and new lighting on the Levenside – **RESOLVED** that Northern Power Grid be asked to remove the pole stump left in line with no. 35 and that they need to reinstate the cobbled areas. Discussions continue regarding the installation of the new lighting columns with Openreach currently proposing installing some new poles of their own on which it may not permit the NYCC lights, so this would mean two sets of poles. Cllr Canavan continues to try and speak with Openreach to try and find a sensible resolution but to date they have not been open to discussions. Cllr Canavan would try to arrange a meeting with Openreach to discuss their proposals and remind them that as the landowners they need to liaise with us.

- g. Wayleave Agreements – 29A College Square -**RESOLVED** that the licence agreement is drawn up ready for signature, but the Trust is waiting for the signed Wayleave agreement from Northern Powergrid. Trustees agreed to delegate authority to the Clerk and Cllr Canavan to progress this upon receipt of the signed agreement.

- h. Legal Updates
 - i. 2 College Square – Our Solicitor is finalising the licence agreement.
 - ii. Chestnut House – still with our Solicitor.

The meeting closed at 8.30 pm

Signed Date