



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

**Date:** Monday 23<sup>rd</sup> January 2023  
**Time:** 6.00pm  
**Location:** Council Chamber, Town Hall, Ripon.

**Present:** Cllr T Duncan (Deputy Chairman)  
 Cllr C Hardisty  
 Cllr P McHardy (Substitute)  
 Cllr P Horton  
 Cllr S Flatley

**In Attendance:** Rebecca Perrin – Deputy Clerk

<b>01/23</b>	<p><b>To receive apologies and approve reasons for absence.</b>          Apologies were received from Councillor Crozier, reasons for absence were not approved. Councillor McHardy attended as a substitute for Councillor Crozier. Apologies were not received from Councillor Brodigan.</p>								
<b>02/23</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>          None.</p>								
<b>03/23</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>          None present.</p>								
<b>04/23</b>	<p><b>To approve the Minutes of the last Meeting held on 20<sup>th</sup> June 2022.</b>          That the minutes be approved as a true and accurate record of proceedings.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Horton</td> <td style="width: 50%;">Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a show of hands with one abstention.</td> </tr> </table>	Proposed – Cllr Horton	Seconded – Cllr Hardisty	RESOLVED by a show of hands with one abstention.					
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<b>05/23</b>	<p><b>Financial Matters</b></p> <p><b>1. To receive the income and expenditure report to 16<sup>th</sup> January 2023;</b>          That the income and expenditure report be received and noted. That the committee agrees to transfer any operational surplus funds to the reserve to fund restoration/renovations and that this be placed on the February Full Council agenda for consideration.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr McHardy</td> <td style="width: 50%;">Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p><b>2. To note the position on Utilities;</b>          That this be received.</p> <p><b>3. To consider the rates of hire for the financial year 2023-24 and agree any amendments;</b>          That a 5% increase to rates of hire be approved with effect from 1<sup>st</sup> April 2023.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Proposed – Cllr Horton</td> <td style="width: 50%;">Seconded – Cllr Flatley</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p><b>4. To receive an update on governance and audit arrangements at the hall.</b>          That this be received.</p>	Proposed – Cllr McHardy	Seconded – Cllr Hardisty	RESOLVED by a unanimous show of hands.		Proposed – Cllr Horton	Seconded – Cllr Flatley	RESOLVED by a unanimous show of hands.	
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<b>06/23</b>	<p><b>To review maintenance issues and consider appropriate action.</b>          It was noted that the process of arranging for the annual inspection of roof valleys and gutters/clearance of debris is underway.</p>								

The right to record, film and to broadcast meetings of Ripon City Council is permitted under the Openness of Local Government Regulations 2014. The rules of this council must be observed when recording is planned or is taking place. A copy of these rules is available from the Clerk, on our website and on the notice board. Anyone wishing to record is deemed to have accepted these rules. Any member of the public who does not wish to be recorded should make this known prior to commencement of the meeting.

SHARED/MEETINGS/HRH/2023/MINUTES230122

	<p>That the committee agrees the final elevation of external decorating needs to be scheduled and that an estimate of costings is required before the works are programmed.</p> <table border="1"> <tr> <td>Proposed – Cllr McHardy</td> <td>Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p>That the Committee agrees to the spend of up to £150 to empty the mortuary of all unusable items, but that consideration be given to items that could be of use to the council or local groups/charities being retained.</p> <table border="1"> <tr> <td>Proposed – Cllr Horton</td> <td>Seconded – Cllr Flatley</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <p>That quotes are sought to upgrade the alarm system to a police response system that mirrors the Town Hall.</p> <table border="1"> <tr> <td>Proposed – Cllr McHardy</td> <td>Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr McHardy	Seconded – Cllr Hardisty	RESOLVED by a unanimous show of hands.		Proposed – Cllr Horton	Seconded – Cllr Flatley	RESOLVED by a unanimous show of hands.		Proposed – Cllr McHardy	Seconded – Cllr Hardisty	RESOLVED by a unanimous show of hands.	
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<b>07/23</b>	<p><b>To receive an update on routine maintenance undertaken and scheduled work.</b> That all routine maintenance checks have been completed, PAT testing, fire alarm testing, emergency lights testing, fire extinguishers and intruder alarm.</p>												
<b>08/23</b>	<p><b>General Matters</b></p> <ol style="list-style-type: none"> <li><b>To receive an update on regular users and casual bookings;</b> An update was received on regular users and that casual bookings are not facilitated due to lack of venue staff.</li> <li><b>PPL PRS;</b> An update was received on the cost of the music licence.</li> <li><b>To discuss the issues around car parking and agree appropriate action;</b> That quotes are obtained from builders to turn the grassed area to the left of the Caretakers house into suitable car parking spaces.</li> </ol> <table border="1"> <tr> <td>Proposed – Cllr McHardy</td> <td>Seconded – Cllr Hardisty</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table> <ol style="list-style-type: none"> <li><b>To discuss the idea of hot desk provision;</b> That this be deferred to the next committee meeting.</li> <li><b>To discuss the current facilities/room suitability for counselling sessions.</b> That Hugh Ripley Hall lacks suitable rooms/facilities for counselling sessions and is not an appropriate building to host this.</li> </ol> <table border="1"> <tr> <td>Proposed – Cllr McHardy</td> <td>Seconded – Cllr Horton</td> </tr> <tr> <td colspan="2">RESOLVED by a unanimous show of hands.</td> </tr> </table>	Proposed – Cllr McHardy	Seconded – Cllr Hardisty	RESOLVED by a unanimous show of hands.		Proposed – Cllr McHardy	Seconded – Cllr Horton	RESOLVED by a unanimous show of hands.					
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<b>09/23</b>	<p><b>To note the date of the next meeting.</b> That the next meeting will take place on 13<sup>th</sup> March 2023.</p>												

Signed \_\_\_\_\_

Chairman

Date \_\_\_\_\_