



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

Date: Monday 16th September 2024
Time: 6.00pm
Location: Council Chamber, Town Hall, Ripon.

Present:
Cllr Duncan (Deputy Chairman)
Cllr Hardisty
Cllr Flatley
Cllr Brodigan
Cllr Horton

In attendance: Leah Crawford - Administrator

1/24	To receive apologies and approve reasons for absence. Cllr Crozier sent apologies. Reason for absence were approved.
2/24	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. None
3/24	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. None present.
4/24	To approve the Minutes of the last Meeting held on 18th September 2023. That the minutes be approved as a true and accurate record of proceedings. RESOLVED
5/24	Financial Matters 1. To receive the income and expenditure report to 31st August 2024; That investigations are made with Scribe to establish whether the payments/receipts report can be issued detailing total amounts. RESOLVED 2. To receive an update on utilities at the hall. It was noted that the utility bills had decreased over the summer period due to the boiler being switched off and no heating being used. It was noted that the current energy provider is British Gas for both Gas and Electric. A query regarding checking with North Yorkshire Council to establish if there is a tariff agreement in place was raised before investigating whether a market pricing exercise is undertaken.
6/24	Maintenance To receive an update on routine maintenance undertaken and scheduled work. 1. To receive an update on ongoing maintenance; i. PAT Testing; It was noted that a date for PAT testing is awaited from Hawksworth in the coming weeks. ii. Boiler and gas cooker service. It was noted that the boiler and cooker service is booked for 30 th October 2024. 2. To consider any other maintenance issues. It was noted that the fire alarm service has been completed and required works identified, some emergency lighting and a foam extinguisher needs to be replaced. It was agreed that the work be carried out at a price of £294, with it booked in as soon as possible.

	<p>It was agreed that a tender invitation be issued for the replacement of the windows at the rear of the building.</p> <p>It was agreed that quotes be obtained to purchase equipment to keep on top of vegetation growth, with the caretaker tasked to undertake maintenance work on a regular basis.</p> <p>RESOLVED</p>
7/24	<p>General Matters</p> <p>1. To receive an update on regular users and bookings;</p> <p>It was noted that enquiries had been made of Brimham's to establish how long they anticipate that they will use the facilities at Hugh Ripley Hall for. A discussion on whether there should be a notice period for hirers took place to allow for advertising for prospective new hirers to avoid loss of income.</p> <p>Booking rates to be reviewed a the next meeting.</p>
8/24	<p>To note the date of the next meeting.</p> <p>16th December 2024.</p>

Signed .

[Redacted Signature]

D&P Chairman

Dated16.12.2024.....

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