



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

Date: Monday 18th September 2023
Time: 6.00pm
Location: Council Chamber, Town Hall, Ripon.

Present:

Cllr J Crozier (Chairman)
Cllr T Duncan
Cllr B Brodigan
Cllr P Horton
Cllr S Flatley

In Attendance: Paula Benson – Chief Officer
Rebecca Stevenson – Senior Administration Officer
Leah Crawford - Administrator

17/23	To receive apologies and approve reasons for absence. Cllr Hardisty sent apologies to the Mayor. Reasons for absence were not approved.
18/23	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.
19/23	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.
20/23	To approve the Minutes of the last Meeting held on 13th March 2023. To note that due to the file being corrupt the minutes weren't available. Approval of minutes will be added to the agenda for the next meeting.
21/23	Financial Matters <ol style="list-style-type: none">To receive the income and expenditure report to 31st July 2023; To note the income and expenditure report be received.To receive the EMR report. To note the EMR report be received.To receive an update on governance and audit arrangements at the hall; To note that a building manual is being created to share at the next meeting.To receive an update on utilities at the hall. To note that the supplier has changed and fixed on a three year tariff for both gas and electric.
22/23	Maintenance To receive an update on routine maintenance undertaken and scheduled work. No routine maintenance scheduled. Office and corridor scheduled for decoration in November. <ol style="list-style-type: none">To receive an update on the recent fire safety service; To note that all fire safety checks have been completed and that maintenance is ongoing for the emergency lighting in the Bar room.To receive an update on ongoing maintenance;<ol style="list-style-type: none">PAT Testing; To note that PAT testing checks have been completed. All appliances passed.

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SHARED/MEETINGS/HRH/2023/AGENDA/180923

	<p>ii. Boiler and gas cooker service. Service is booked for November in line with maintenance schedule.</p> <p>3. To receive an update on landscaping at the hall. That the landscaping maintenance has been completed.</p> <p>4. To consider any other maintenance issues. To note that windows to be replaced at the back of the building, planning permission required due to being in a conservation area. The note that the toilet door currently not closing. Arrangements to be made for it to be adjusted.</p>
23/23	<p>General Matters</p> <p>1. To receive an update on regular users and bookings; That this be received</p> <p>2. PPL PRS; To note that this is under investigation, update to be given at next meeting.</p>
24/23	<p>To note the date of the next meeting. 18th December 2023.</p>

Signed ...



Chairman

Dated 10 - 02 - 25

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