

TOWN HALL AND MANORIAL LANDS TRUST

A Meeting was held on Thursday 7 December 2023

Present: Cllrs Mike Canavan, Chris Johnson, Martin Luxton, David Oxley, Graham Sowerby.

Clerk – Mrs Julie McLuckie

Assistant Clerk – Debbie Young

1/07/12/23 APOLOGIES FOR ABSENCE

RESOLVED that the apologies from Cllrs Atkinson, Cook, Scott and Wake be received.

2/07/12/23 MINUTES OF THE PREVIOUS MEETINGS

RESOLVED that the minutes of the meeting held on 5 October 2023 be approved.

3/07/12/23 FINANCIAL STATEMENTS

- a. **RESOLVED** that the monthly statements for October and November 2023 be received and agreed.
- b. **RESOLVED** that the proposed budget for 2024/25 for the Town Hall Trust drafted by the Finance Committee at their meeting on 5 December 2023 be agreed. It was agreed that there would be no rent increase for the hire of the Town Hall this year. The anticipated income for both the bar takings and ticket sales was increased to reflect the improved event attendance this year. The major increase in expenditure was to the salaries following the announcement to increase the Living Wage from £10.42 to £11.44 per hour. It was agreed to employ Catch Designs to carry out social media promotion on behalf of the Town Hall events and information.
- c. **RESOLVED** that the proposed budget for 2024/25 for the Manorial Lands Trust drafted by the finance committee at their meeting on 5th December 2023 be agreed. It was agreed that the Friday Market and Farmers Market rents would remain the same this year. This reflects the decrease in attendance and to encourage additional traders to attend. Catch Designs would be employed to carry out social media promotion behalf of Manorial Lands, in particular markets. Additional expenditure was included to cover cobble repairs, lining, one new bench on the Riverside and resurfacing Cattery Lane.

4/07/12/23 TOWN HALL TRUST UPDATE

- a. Town Hall Update – the Town Hall continues to thrive with regular bookings going into 2024. The Craft & Gifts fairs continue to be busy and the music events are well attended. The window boxes are now in situ with flowers supplied by SPIOTA.
- b. Town Hall Boiler – The new boilers will be installed the week commencing 8th January 2024. The small amount of bookings have been advised and given the choice whether to attend or not. Smaller rooms can be heated with electric heaters. Cllr Scott is looking at additional funding towards the scheme and would be asked to provide a progress update.

- c. Stonework Repairs – **RESOLVED** that we are waiting for the second quote, once received a decision would be made via email so that the work can be completed as soon as possible to prevent further deterioration.
- d. Town Hall Windows – **RESOLVED** to accept the quote from Ventrolla Windows to open the windows in the Main Hall. It was agreed to open two of the windows initially to see if this provided sufficient air circulation. The clerk to look at funding for this project.
- e. Town Hall Air Conditioning and Solar Panels – **RESOLVED** that Solar Panel quotes be obtained next year. Air conditioning will hopefully no longer be required once the windows are able to open.

5/07/12/23 MANORIAL LANDS TRUST

- a. Market Update:
 - i. Friday Market – the market is quieter than normal due to the winter months. The market superintendent continues to encourage stall holders to attend.
 - ii. Farmer / Makers Market – continues to be a great success but is also quieter in the winter months. The annual Christmas Farmers Market will take place on Sunday 17 December 2023.
- b. Strategic Objectives 2023/24 –
 - Levenside Improvement Project – **RESOLVED** to accept the quote for the new birds mouth fencing from Bridge Road to the Swan. This is to replace the existing fencing which does not match the newly installed fencing further down Levenside. The Clerk to seek approval from NYC before work can commence.
- c. MLT Cobbles Refurbishment -**RESOLVED** that the budget for 2024/25 will include the repairs to the cobbles belonging to MLT to be carried out at the same time as the repairs being completed by NYC. Awaiting quotes for these additional repairs.
- d. Levenside Kiosk Update – **RESOLVED** The Clerk would obtain legal advice regarding the wayleave agreement and that this should also be for the life of the kiosk rather than in perpetuity.
- e. Openreach Wayleave – **RESOLVED** that the revised Wayleave agreement circulated on 6.1 123 be agreed and signed. A payment of £10345.29 would be received for the areas detailed within the agreement.
- f. Levenside Undergrounding Survey – **RESOLVED** that Cllrs Canavan and Griffiths were due to attend a joint survey meeting at the beginning of November which is to be rescheduled to the new year to discuss the underground the cabling.
Cllr Bryn Griffiths joined the meeting 7.50pm
- g. Licence and Lease Agreements: -
 - i. Chestnut House – **RESOLVED** that the revised lease is now signed and back with the solicitors awaiting signature from the new owner. The Clerk has requested payment for the agreement from the new owner.
 - ii. Decking – **RESOLVED** that the formal request from WG29 Ltd to install a decking area outside Mixology as approved by the Planning Application ZB23/00950/FUL be received. The Trustees concluded that the current lease agreement with North Yorkshire Council will need amendment, as the lease only covers Off-Street

Parking. The Trustees would ask the Corporate Facilities Manager at North Yorkshire Council to discuss the request with the Councils Legal Team and ask for guidance on any potential changes required to the lease. It was agreed that all the other decking agreements be renewed.

- h. Land adjacent to Golden Lion Plank Bridge – **RESOLVED** that the Clerk would write to remind them the fence will be removed within 10 days if clarification of the Land Registry is not received as promised.
- i. Resurfacing of Cattery Lane – **RESOLVED** that the Clerk obtain quotes for resurfacing.

The meeting closed at 8.20 pm

Signed Date