

## **TOWN HALL AND MANORIAL LANDS TRUST**

### **A Meeting was held on Thursday 1 February 2024**

**Present:** Cllrs Mike Canavan, Bryn Griffiths, Martin Luxton, David Oxley and Graham Sowerby.

Clerk – Mrs Julie McLuckie

Assistant Clerk – Debbie Young

#### **1/01/02/24 APOLOGIES FOR ABSENCE**

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

#### **2/01/02/24 MINUTES OF THE PREVIOUS MEETINGS**

**RESOLVED** that the minutes of the meetings held on 7 December 2023 and 9th January 2024 be approved.

#### **3/01/02/24 FINANCIAL STATEMENTS**

- a. **RESOLVED** that the monthly statements for December 2023 and January 2024 be received and agreed. The Town Hall Trust is still self-maintaining with no transfers made from the Manorial Lands Trust in the financial year to date. The Manorial Lands Trust market rental income remains below the budget for 2023/24.

#### **4/01/02/24 TOWN HALL TRUST UPDATE**

- a. Town Hall Update – the Town Hall continues to thrive with regular bookings throughout 2024, and a good take up on the social entertainment events with many music events selling out.
- b. Town Hall Boiler – The new boilers are now installed and working. They were installed efficiently and within the time scale given with minimum disruption to bookings. Thanks to CGS Heating Ltd and to the Town Hall Stewards and Mr Ridgeway for completing the woodwork reinstatement.
- c. Town Hall Windows – **RESOLVED** that we are waiting for Ventrolla to complete a full survey on the windows before work can commence.
- d. Solar Panels – **RESOLVED** that the Assistant Clerk will look for grant funding opportunities for this project.

#### **5/01/02/24 MANORIAL LANDS TRUST**

- a. Market Update:
  - i. Friday Market – the market is quieter than normal due to the winter months and several stallholders opting to take annual leave at this time of year. The market superintendent continues to encourage stall holders to attend. **RESOLVED** that following approval for Catch Designs to be employed to carry out social media marketing campaigns on behalf of Manorial Lands Trust in 2024/25 it was agreed

to ask if this work could commence as soon as possible rather than waiting till the new financial year in April. It was hoped that this may encourage new stall holders as well as increasing the footfall.

- ii. Farmer / Makers Markets – **RESOLVED** that the normal routine of 1<sup>st</sup> and 3<sup>rd</sup> Saturday has recommenced and although the number of stalls has decreased, they still remain well supported.
- b. MLT Cobbles Refurbishment - **RESOLVED** that North Yorkshire Council (NYC) be notified of the ongoing concerns regarding the state and management of the cobble repairs, in particular the health and safety concerns regarding the lack of footpath closure signs, cones, and lights where the fencing encroaches on the carriageway. The contractors should also not park their vehicles over the public crossing areas. Trustees agreed in principle that the additional cobble repairs belonging to Manorial Land which is not leased to NYC should take place. The contractor is to provide a final quote for this work. Parameters were agreed against which delegated authority was given to the Clerk to enable the work to proceed without further unnecessary delay. Cllr Griffiths would liaise with NYC to try and get agreement to complete all the repairs at the same time rather than coming back at a later date to complete the repairs that form part of the carriageway.
- c. Levenside Kiosk Update – **RESOLVED** The Clerk would obtain legal advice from Newton Solicitors regarding the licence agreement and with the proposal that this should also be for the design life of the kiosk rather than in perpetuity.
- d. Levenside Undergrounding Survey – No Progress despite the ongoing attempts to arrange a meeting by Cllr Canavan and Griffiths.
- e. Licence and Lease Agreements: -
  - i. Chestnut House – **RESOLVED** that the new resident has moved into the property. The Clerk confirmed that she has contacted the solicitor regarding the payment for the invoice and a copy of the signed new lease agreement.
  - ii. Decking - **RESOLVED** that the draft letter regarding the new licence agreements to be drawn up for all the properties with decking areas be agreed and circulated with the addition that a bond of £200 be included to cover any removal costs if not removed when a business closes. The new licence will state that all decking areas are to be removed for the fair and not to be reinstated until 1<sup>st</sup> March to free up parking bays in the winter months when the decking areas are not in use. The annual payment for having a decking area will be based on the number of parking spaces used at an agreed rate of £250 per space per annum and will be subject to an annual CPI increase. Il Mulino also to be notified that they will be subject to an annual CPI increase from April 2025. The Clerk was asked to renegotiate the licence costs with the Solicitors to try and get a better quote for completing all the licences at the same time and report back. The Trustees confirmed that they are still awaiting the response from the NYC Legal Team regarding the decking request for 'The Bank' (previously Mixology), Cllr Griffiths to chase the response.

- f. Land adjacent to Golden Lion Plank Bridge – **RESOLVED** that Cllrs Atkinson and Oxley are to meet with the Landlord of the Leven Hotel to discuss options regarding the currently enclosed area of Manorial Land at the rear of their property. Parameters were agreed against which negotiations with the landlord of the Leven Hotel will be progressed. The solicitor's fees for any resulting licence agreement would be for payment by the Leven Hotel.
- g. Resurfacing of Cattery Lane – **RESOLVED** that following approval of the quote to resurface the lane that the contractor be asked to complete this in early April and to ascertain the number of days it will take so that residents and allotment holders can be informed. A request would be made to see if the community bus would be available to transport residents into town whilst the lane is closed.
- h. College Square – Open Reach permission to dig – **RESOLVED** awaiting a Wayleave agreement and the proposed programme of works for approval by Trustees.
- i. Pack Horse Bridge Approach – **RESOLVED** Northern Power Grid are seeking permission to dig up cobbles to lay underground cables. This will be subject to a Wayleave Agreement as there currently is not one in place for this area and a temporary excavation payment will be imposed. It was agreed that an approach be made to see if Northern Power Grid would agree to paying towards the cobbles repairs rather than reinstating the area they dig up as the Manorial Lands Trust is looking to have them all repaired. The Clerk was asked to contact Marston's Brewery to ask if they could redirect the downpipe on the wall of the Queens Hotel in advance of any repairs to prevent any repeat of the washing out of an area of cobbles that has taken place.
- j. Old Market Square – St John Ambulance – **RESOLVED** to allow a promotional stall in the Old Market Square.
- k. 29A College Square – Northern Powergrid Unpaid Invoice – **RESOLVED** to authorise the clerk to seek to agree a settlement figure with Northern Power Grid for works not completed correctly prior to work taking place on the Pack Horse Bridge approach.

The meeting closed at 8 pm

Signed ..... Date .....