

Minutes of Thornaby Town Council's Extraordinary Meeting of the Council held in the Town Hall on Tuesday 13 August at 6.30pm

Present: Cllr's Dave Kennington, Mick Moore, Corinne Moore, Ian Dalgarno, Pat Large, Sylvia Walmsley, Tina Large, Steve Walmsley, Mick Trainer

Town Clerk Tina Mansell: Minutes prepared by the Town Clerk

The clerk informed members that the Chair Cllr Tina Large would be arriving a bit late. It was proposed and seconded that Cllr Mick Moore chair the meeting until Cllr Large's arrival.

EM/13/14: NOTICE OF MEETING:

The notice of the meeting was taken as read

EM/13/15: APOLOGIES:

Apologies were received from Councillor's Sean Gowland, Karina Maxwell, Zeb Khaliq, Glenn Eastick

EM/13/16: CODE OF CONDUCT:

No interests were declared at this time

EM/13/17: PUBLIC PARTICIPATION

No questions were received from the public

Cllr Moore proposed that agenda item 6, Thornaby Show be brought forward and agenda item 5 be discussed after.

EM/13/18: THORNABY SHOW

Members considered the comments and observations from SBC's Independent Safety Advisory Group in regards to the event application submitted to them in July and the response to their findings prepared by the clerk.

Cllr's Tina and Pat Large, Sylvia and Steve Walmsley entered the meeting at 6.35pm. Cllr Moore handed over to the Chair.

RESOLVED

That the response was accepted and returned to ISAG.

EM/13/19: TOWN HALL

Members considered the following:

• Update from the Town Hall Renovation Project Committee:

The Town Hall and 3 – 9 Mandale Road are now separated with fire doors or fire proof construction. All services separated and temporary lighting on fire escape route is powered from Town Hall supplies. All things left from previous occupiers and floor finishes have been removed. A builders clean has been carried out. The existing toilets on the first level have been removed. A new storage space for TTC has been provided on the ground floor with some items being moved to a storage area on the second floor.

The next phase of planned works inside the Town Hall is to arrange an asbestos survey. Replace the old boiler. Construct a new fire escape and modify the rear gates for fire escape use. Remove the temporary fire escape through 3 & 5 Mandale Road. New toilets and new kitchen are to be placed on the first floor. Have the existing chimneys swept. Clean and decorate five rooms on the first floor including carrying out service alterations to create new office for TTC. Refurbish old TTC office in preparation for rental of the room by Masters Training. Redecorate and refurbish ground floor toilets. New door access control system to be installed and new arrangement for the post to be sorted out.

Outside the Town Hall there are still problems with drainage which need to be resolved with Northumbrian Water Board. The lead water supply pipe needs replacing and a new gas supply to new boiler needs to be arranged.

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RESOLVED

That the update was accepted

• **Request for funds from excess reserves**

After reviewing the available funds left in reserves members considered the request from the Town Hall Project Committee to transfer the excess reserves into the Town Hall Renovation Project Account.

• **Request for funds from precept**

After reviewing the accounts members considered the request from the Town Hall Project Committee to transfer funds from the admin, professional fees and footpaths headings in the precept into the Town Hall Project Renovation Account. Members were informed that the funds can be transferred back into the precept if required.

It was proposed and seconded that the transfer of the funds from both reserves and precept totalling £78,881 be transferred into the Town Hall Renovation Account. A vote was taken with all members in favour of the proposal.

RESOLVED

- That the risk assessment minimum to be held in reserves be reduced to 5% of the precept allowing £27,400 to be transferred
- That £6,000 ring fenced for the next election be transferred
- That the remaining reserves of £27,521 be transferred
- That £6,500 from the admin heading be transferred
- That £9,960 from the professional fees heading be transferred
- That £1,500 from the Masters Road/Lockerbie Walk heading be transferred

• **Masters Training Centre Correspondence**

Members considered the letter from Masters Training in regards to their concerns about the new signing in process put in place.

RESOLVED

That the council are happy for Masters to continue with their own signing in procedure as it seems adequate and for the Chair to meet with them informally.

• **Cleveland Fire Brigade Correspondence**

Members considered the letter from Cleveland Fire Brigade in regards to fire safety within the Town Hall.

RESOLVED

To contact DMN Project Management to enquire if a fire risk assessment has been put in place for the building and for TTC office.

• **Security of the back door**

Concerns were raised about the door to the rear yard being left open. Members were informed that it had been previously been resolved that Masters Training were responsible for the security of the door.

RESOLVED

That a sign be placed near the alarm reminding Masters to check that the back door is locked before leaving the building.

There being no other business to discuss the meeting closed at 7.55pm

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

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