

**EASINGWOLD TOWN COUNCIL OPERATIONS COMMITTEE  
MINUTES OF MEETING HELD AT THE GALTRES CENTRE ON  
MONDAY 16<sup>th</sup> JULY 2018**

**Present:** Councillors R. Tanfield (Chairman), P. Nottage, C. Jackson, S. Shepherd, G. Bingham, C. Barnes, R. Calland-Scoble (co-opted member of the public)

In attendance: Mrs Jean Fairbrother

**Clerk:** Mrs Jane Bentley

<b>1.</b>	<b>Election of Chairman</b> Councillor Tanfield was proposed and duly elected Chairman.
<b>2.</b>	<b>Apologies</b> Apologies were received from Councillor Ellis
	It was resolved to adjourn the meeting for up to 15 minutes to take questions or comments through the Chairman from members of the public. There were 2 members of the public present and no questions were asked.
<b>3.</b>	<p><b>Clerk's progress report</b></p> <ul style="list-style-type: none"> <li>• 3 Stanford enviropol benches have been ordered for the existing spaces</li> <li>• Snowballs repaired the cobbles as an emergency measure on the market place</li> <li>• The Clerk and Assistant Clerk visited Hovingham market to make contact with market traders</li> <li>• Revised street furniture licences have been distributed to all of the businesses</li> <li>• The Clerk has had a meeting with A &amp; M Cleaning to review the toilet cleaning arrangements</li> <li>• The Clerk has had a meeting with the Miscellaneous Works Contractor to review the contract</li> <li>• Mark Fairweather will undertake the refurbishment of the market place in September</li> <li>• The summer flowers have been planted</li> </ul> <p><i>Matters Arising:</i></p> <ul style="list-style-type: none"> <li>• There were no matters arising</li> </ul>
<b>4.</b>	<p><b>Friday Market</b></p> <p>4.1 An update was received on the general running of the market. It was <b>AGREED</b> that the Clerk's office should ask the Stalls Contractor to find out where 3 extra stalls could be accommodated. Councillor Shepherd requested that the Assistant Clerk and Councillor Bingham be thanked for their contribution.</p> <p>4.2 The current waiting list was noted and recent market stall applications considered.</p> <p>4.3 A review of the markets was considered and it was <b>RESOLVED</b> to create a working party, members will include Councillors Nottage and Bingham, the Assistant Clerk and the Clerk to begin with, additional members will be added following the initial meeting.</p>
<b>5.</b>	<p><b>Easingwold Toilets</b></p> <p>5.1 The up to date Register of Incidents was noted. It was <b>AGREED</b> that as a first step the Clerk should write an article for the Advertiser and facebook to convey the current issues and request that the public help to keep the toilets in good clean order.</p> <p>It was <b>AGREED</b> that blue 16amp single phase sockets should be put on the three power sockets outside the toilets with adaptors provided for the Stall holders.</p> <p>5.2 A specification was received from the Clerk on the refurbishment of the Ladies and amended and it was <b>RESOLVED</b> to issue the tender.</p> <p>5.3 The cleaning contract was considered and it was <b>RESOLVED</b> that the contract should be re-written to incorporate 5 days cleaning a week with a visible sign-off chart to be completed by the cleaners. A steam clean should be carried out once a week on Friday after the market</p>

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	<p>or Saturday. Cleaning would not be required on Sunday and Tuesday. It was <b>AGREED</b> that a mesh cover should be obtained for the drain.</p> <p>5.4 There were no other matters to consider</p>
<b>6.</b>	<p><b>Miscellaneous Works Contractor</b></p> <p>6.1 The current contract of the Miscellaneous Works Contractor was reviewed and it was <b>AGREED</b> to incorporate a map of the paths that are salted, review the final version with the Miscellaneous Works Contractor and then advertise the contract.</p>
<b>7.</b>	<p><b>Finance &amp; Budget Monitoring</b></p> <p>7.1 The financial position at 30/06/2018 was noted and it was <b>AGREED</b> that the Clerk would look at the cost of Christmas lights</p> <p>7.2 No virements were considered necessary.</p> <p>7.3 The existing arrangement of investment accounts was considered and it was <b>RESOLVED</b> that no action was required.</p>
<b>8.</b>	<p><b>Risk Assessment</b></p> <p>The risk assessment (sent by separate email) was reviewed and it was <b>RESOLVED</b> to approve it.</p>
<b>9.</b>	<p><b>Market Place</b></p> <p>9.1 The Wednesday fish market arrangements were reviewed and it was <b>RESOLVED</b> that the Clerk should contact Mr Winspear and that the item should be included in the market working group.</p> <p>9.2 There were no other matters to consider.</p>
<b>10.</b>	<p><b>10. Street Furniture Licences</b></p> <p>The Street Furniture Licences were reviewed in light of requests received from businesses and it was <b>RESOLVED</b> that Councillors Barnes and Nottage would carry out a site visit and make a recommendation. It was <b>AGREED</b> that the Clerk should speak to the Miscellaneous Works Contractor about the flower arrangements with the pubs and with Winchmore Studios.</p>
<b>11.</b>	<p><b>Anti-Social Behaviour Working Group</b></p> <p>An update was received from Councillor Nottage following a meeting of the group.</p>
<b>12.</b>	<p><b>CCTV Renewal</b></p> <p>A proposal was received from the CCTV providers and it was <b>RESOLVED</b> that the Clerk should liaise with the Galtres Centre and Rupert Smith to discuss arrangements.</p>
<b>13.</b>	<p><b>Cobbles</b></p> <p>The existing arrangements were reviewed and it was <b>AGREED</b> that the Clerk should arrange a site visit with Foden Spence, potentially on Monday 23<sup>rd</sup> July at 7.00pm.</p>
<b>14.</b>	<p><b>Date of Next Meeting</b></p> <p>To note the next meeting is scheduled for 15<sup>th</sup> October 2018 at 7.30pm or on the rising of the Planning Committee.</p>

The meeting closed at 8.47 pm  
Signed.....