

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Tuesday 17 September 2024 at 11:00am** in the Normanby Room, Whitby Museum.

Present Whitby Town Council: Councillors, R Dalrymple (Chair), E Mulheran J Nock, C Riddolls, S Turner and L Wild;
Whitby Literary & Philosophical Society S Booth, D Gilroy, C Pyrah, A Roberts and D Rodwell-Cox.

Also: D Rickaby, Locum Town Clerk, A Cowey, Deputy Clerk & Civic Officer, H Berry PAG Curator and one member of the public

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

163/24 APOLOGIES

Apologies for inability to attend were received from Councillors A Brown, H Coughlan, (Whitby Town Council) and Mr G Pipe (Whitby Literary & Philosophical Society).

MOVED by Councillor S Turner, seconded by Councillor J Nock

RESOLVED unanimously that the apologies of Councillors A Brown, H R Coughlan and Mr Pipe, be accepted.

164/24 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION

None.

STANDING ORDERS SUSPENDED

165/24 PUBLIC PARTICIPATION SESSION

No public participation.

STANDING ORDERS REINSTATED

166/24 MINUTES

MOVED by Councillor J Nock, seconded by S Turner

RESOLVED unanimously that the minutes of the Pannett Art Gallery and Whitby Museum Joint Management Committee Held on 11 June 2024 having been circulated be taken as read and signed by the Chairman as true record.

167/24 BUILDING MAINTENANCE EXPENDITURE 2022/23 OUT TURN 2023/24

The Income and expenditure was circulated and discussed. It was agreed that:

- i – costings are obtained from local companies for the removal of trade waste
- ii – information and costings are obtained to look to change security companies prior to the renewal of next years contract with ADT
- iii – queries were raised regarding the water charges

MOVED by Councillor S Turner, seconded by Councillor J Nock

RESOLVED that the building maintenance expenditure 2023-2024 are noted and any information received is brought back to the next meeting

168/24 REPORT ON PROPERTY MATTERS

It was agreed that any budget issues will be discussed at a future meeting.

The Legionella report was circulated to the committee, it was highlighted that there are some concerns, and immediate action should be taken on these issues.

MOVED by Councillor R Dalrymple, seconded by Councillor L Wild and

RESOLVED that Legionella report is emailed to all members of the Joint Management Committee including the Museum Manager.

MOVED by Councillor L Wild, seconded by Councillor Turner

RESOLVED that report is received.

GAS ALARM

the previous Town Clerk had been informed that there was not a requirement for a gas alarm in the boiler room – it was agreed that a letter is obtained from the installation company confirming this fact.

NOTICE BOARDS

It was suggested that more notice boards were required throughout the town. A section 106 working party is looking into this including archway sign board at the entries into Whitby. Signage is an agenda item for the November Section 106 Meeting.

BUDGET

It was agreed that a small group would review the years accounts and make recommendations for the next budget – two members from each group and the Chair

MOVED by L Wild, seconded by Councillor B Dalrymple

RESOLVED that Councillor J Nock is appointed to the budget working party

MOVED by Councillor E Mulheran, seconded by Councillor L Wild

RESOLVED that Councillor E Mulheran is appointed to the budget working party

RESOLVED that Budget Working Party will Comprise of Councillors Dalrymple (Chair), E Mulheran and J Nock (Whitby Town Council) with S Booth and D Rodwell-Cox (Lit & Phil)

ACTIONS

A process was requested to identify any actions and who is responsible for carrying them out and when completed.

RESOLVED that the Report on Property matters is received.

169/24 AGREED ACTION POINTS

- Lift

- Quotations for Alarms/CCTV replacement/monitoring
- Quotations for repairing of the damaged drain and drainage flushing
- Locking of the Park Gates
- Evacuation Plan
- Grant Funding for lift
- Gas Alarm
- Report
- Notice Boards
- Action Points
- Floor
- Legionella
- Water charges
- Trade waste (costings)

Signature *January 2025*