**MINUTES OF AN EXTRAORDINARY MEETING OF NORMANTON TOWN COUNCIL**

**Held on Tuesday 28th January 2020 at 6.30pm at Normanton Town Hall**

**Present:** Councillor Mrs C. Appleyard

Councillor D. Appleyard – Deputy Mayor

Councillor Mrs E. Blezard

Councillor S. Hudson

Councillor Mrs H.W. Jones

Councillor B. Mayne

Councillor Mrs P. Mayne

Councillor Ms J. Medford

Councillor Mrs C. Moran, BEM

Councillor R. Seal

Councillor D. South

Councillor W. Wood

**Absent:** Councillor R. Best, Councillor J. Botterill, Councillor J. Farrar, Councillor F.D. Jones, Councillor Mrs F. Marchant, Councillor Mrs L. Masterman, Councillor Mrs A. Moran, Councillor A. Wassell, Councillor K. Wilson, JP, and Councillor Mrs A. Wood.

# 131. Mayors Welcome

In the absence of the Mayor, the Deputy Mayor chaired the meeting.

# 132. Apologies for Absence

RESOLVED that the following apologies be received and reasons approved:

Councillor J. Farrar, Councillor F.D. Jones, Councillor Mrs F. Marchant, Councillor Mrs L. Masterman, Councillor Mrs A. Moran, Councillor A. Wassell, Councillor K. Wilson, JP and Councillor Mrs A. Wood.

# 133. Declarations of Interest

Councillor Mrs E. Blezard declared a Non-Pecuniary Interest as she is a member of the Planning Committee at Wakefield Council.

Councillor Mrs E. Blezard did not leave the room during the discussion.

# 134. Town Hall Lease

It was reported that the lease for the Town Hall has now been lodged with Land Registry. The original copy of the lease is being held by Jordan’s Solicitors, Wakefield.

RESOLVED that the report on the lease be received and the contents noted.

# 135. Town Hall Refurbishment

The draft plans and budget for the refurbishment of the Town Hall were circulated and members had the opportunity to discuss this in detail and ask questions of the Architect and Quantity Surveyor.

It was reported that the main aim of the project was to ensure that the building complied with Equality Act regulations and to make the building accessible for the wider community.

Members were satisfied with the plans and made some suggestions for minor amendments including the provision of a shower/wet room and the possibility of redesigning the proposed reception area as a waiting room.

The initial budget of £303,560.00 was discussed and it was confirmed that £99,000.00 was already held in balances with potential to increase this earmarked reserve at the end of this financial year. The remaining balance would be sourced through a Public Works Loan which had already been provided for in the budget.

Councillor Mrs C. Moran, BEM, thanked the members who had attended this very important meeting.

RESOLVED that the report, plans and budget for the Town Hall refurbishment be received and approved in principle and that:

1. Discussions be held with Wakefield MDC with a view to seeking permission from the landlord to undertake the works;
2. Further costs be provided by DMS Architecture for the professional fees to take the project to the next stage;
3. The Town Clerk investigates the VAT and Tendering position in line with the Town Council’s Financial Regulations.

In the absence of any further business, the Deputy Mayor thanked everyone for their attendance and closed the meeting.