



BOROUGHBRIDGE TOWN COUNCIL

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Liz Leatherbarrow
Clerk

Tuesday 30th June 2026

To: **The Town Mayor and Members of Boroughbridge Town Council**

Dear Councillors:

I hereby summon you to the following meeting of **BOROUGHBRIDGE TOWN COUNCIL** to be held at the **Council Offices**.

FULL COUNCIL MEETING AGENDA TUESDAY 7th JULY 18:30

Please see the agenda for the meeting below:

Notes:

1. *Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interest to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why. Queries should be addressed to the Monitoring Officer Ms Jennifer Norton 01423 556036.*
 2. *Members of the public are allowed to observe Council Meetings or speak for up to 3 minutes at Agenda Item 4. Any requests to do this should be advised at least 24 hours in advance of the Council Meeting to the Town Clerk who will make the required arrangements.*
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FULL COUNCIL MEETING AGENDA – Tuesday 7th July 2026 at 18:30

174.. To receive apologies for absence and consider reasons for apologies received

175. To note declarations of interest in items on the agenda

176. To consider approval of previous Meeting Minutes.

176.1 Full Council Meeting Minutes Tuesday 2nd June 2026.

176.2 Planning Committee Meeting Minutes Tuesday 2nd June 2026.

177. Public questions/statements and requests to speak received prior to the meeting.

George Tucker. Ian Smith. (Mary Bond).

178. Finance.

178.1 To consider the end June 2026 Finance Statement, Bank Reconciliation, and ratify receipts to end of June 2026.

178.2 To note response from PKF Littlejohn regarding AGAR submission

179 To receive External Stakeholder and Working Group Reports

179.1 To receive updates from County Councillor Robert Windass

179.2 To receive a report from Ian Smith, Parks Operations Manager for NYC regarding grass cutting issues in Boroughbridge locality

- 179.3 To receive any updates from the Finance and Assets Committee Chair.
- 179.4 To receive an update from the Cemeteries Committee, including considering revised cemetery fees
- 179.5 To receive an update from the Environment and Sustainability Committee Chair.
- 179.6 To receive an update from the Planning Committee Chair
- 179.7 To receive a report from the Human Resources Committee Chair
- 179.8 To receive a Minskip area report
- 179.9 To receive a report on the Sports Village development
- 179.10 To receive a report on the Community building project

180. Matters arising from previous minutes

- 180.1 To consider Funfair in 2026
- 180.2 To consider 106 and CIL funding
- 180.3 To consider CCTV provision and review any actions needed
- 180.4 To consider maintenance issue of cobbles in Hall Square and Buttermarket area
- 180.5 To consider Town Improvement Plan
- 180.6 To consider review of actions in Back Lane car park
- 180.7 To consider actions taken regarding renewal of lease on Flat at 10A Fishergate and any maintenance work
- 180.8 Response from Area 6 to issues raised in June FCM

181. New matters

- 181.1 To note Urgent information from Monitoring Officer regards recording of Councillor interests
- 181.2 To consider vegetation growth (including weeds) across sites in Boroughbridge, including on pavements, the bridge, the recreation ground and the cobbled area in St James' Square
- 181.3 To consider a Boroughbridge Town Council mission statement and proposed actions
- 181.4 To consider co-ordination of volunteers
- 181.5 To consider request form Langthorpe PC regarding writing to Canal and River Trust re sunken boat in canal
- 181.6 To consider outcome from mayors' meeting with Disability Action Yorkshire
- 181.7 To receive report on Heath Lodge Consultation Meeting 26.6.26.
- 181.8 To confirm annual review of Risk Assessments
- 181.9 To consider approval of a Retention Policy for BTC

182. Correspondence received since the last Full Council Meeting.

- 182.1 Letter regarding parking outside Dentist on Wetherby Road (16.06.26) with responses from Area 6 and Cllr Windass
- 182.2 Letter from Merit Estates
- 182.3 Letter regarding incident at Salmon Ladder (14.6.26)
- 182.4 Letter regarding grass cutting in Boroughbridge locality and play areas from resident (24.6.26) and shared response from Cllr Windass (25.6.26)
- 182.5 Letter re grass cutting, verges and appearance of town from resident (19.6.26) [with responses from mayor]
- 182.6 'Better Bus services survey- 'What do communities need?' from York and NYC combined Authority (25.6.26)
- 182.7 Letter about campervans in car park (27.6.26)

183. Invitations received for the Mayor

- 183.1 Tadcaster Civic service - 19 July 2026

184. To note any Training attended/planned

AI Training for Councils (Members and Employees) 3 sessions. Town Clerk and Cllr McNeil attending.

185. To note the time and date and venue of the next Full Council Meeting.

Tuesday 4th August in Minskip Village Hall at 18:30.

Following the Openness of Local Government Bodies Regulations 2014, the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so, should advise the Clerk or Chair of the Council, to ensure compliance with BTC's adopted policy to manage this activity effectively and lawfully.