



Helen Heavisides  
Clerk of the Council

21 March 2018

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 1 Hall Square Boroughbridge North Yorkshire YO51 9AN

**MEETING OF THE CEMETERIES AND COUNCIL ASSETS COMMITTEE**

**Tuesday 27 March 2018 at 6.30pm**

Please see the Agenda for the meeting below:

Yours faithfully

A handwritten signature in black ink, appearing to be 'H Heavisides', written over a light grey rectangular background.

H Heavisides  
Clerk of the Council

*Note: Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interests 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.*

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**CEMETERIES & COUNCIL ASSETS COMMITTEE AGENDA – Tuesday 27 March 2018 6.30pm**

1. **To accept apologies and reason for absence**
2. **Declarations of interest in items on the Agenda**
3. **Public Questions and Statements**
4. **Cemeteries:**
  - a. **To receive** an update on the replacement tree following the removal of Sycamore and Pine trees in Boroughbridge Cemetery.
  - b. **To receive** an update on headstone testing at Boroughbridge and Aldborough Cemeteries.
  - c. **To receive** a quotation regarding cost of installation of commemorative plaques in the cemeteries.
  - d. **To receive** a refund request from the owner of a burial plot at Boroughbridge Cemetery
  - e. **To receive** a request from a neighbouring property to carry out tree works on a TPO tree in the Cemetery.
  - f. **To discuss** grave digging contract:
    - i. **To discuss** the legal requirements during burials.
    - ii. **To discuss** changes to the Grave Digging Contract.
  - g. **To receive** an update on maintenance required Aldborough Cemetery.
    - i. **To receive** a quotation for the path improvement.
    - ii. **To consider** a date of w/b 1 April for the Aldborough Cemetery Tree Survey.
  - h. **To receive** information regarding the grass cutting contract specification.
  - i. **To receive** questions/information from the Burial Clerk.
5. **Public Open Spaces:**
  - a. **To receive** the quarterly Car Park Walk Round Risk Assessment.
  - b. **To receive** a request from St Michael's Hospice to use Hall Square for the end of a charity walk.
  - c. **To discuss** general maintenance issues regarding public open spaces.
6. **Council Assets:**
  - a. **Tutt Woodland: To further discuss** the sale of the Tutt Woodland.
  - b. **Flat 10a: To receive** an update on the painting of the upstairs windows to Flat 10a Fishergate.
  - c. **Handyman: To receive** an update of the schedule of work for the handyman.
  - d. **1 Hall Square: To discuss** exterior wall decoration and signage including the United Parochial Church Council's request for a sign.
7. **To agree a date for next meeting of the Committee.**

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