



Helen Heavisides
Clerk of the Council

23 May 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 29 May 2018 at 6.30pm

Please see the Agenda for the meeting below:

Yours faithfully

A handwritten signature in black ink, appearing to read '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.

CEMETERIES & COUNCIL ASSETS COMMITTEE AGENDA – Tuesday 29 May 2018 6.30pm

1. **To appoint a Chairman for the Committee.**
2. **To accept apologies and reason for absence.**
3. **Declarations of interest in items on the Agenda.**
4. **Public Questions and Statements.**
5. **Cemeteries:**
 - a. **To receive** correspondence regarding the Hawking Monument, Aldborough Cemetery.
 - b. **To discuss** grave digging contract:
 - i. **To further discuss** the requirements for staff presence during burials.
 - ii. **To discuss** changes to the Grave Digging Contract.
 - iii. **To receive** a response from grass cutting contractors regarding the cost of cleaning grass from monuments after cutting.
 - c. **To receive** an update on the date for the Aldborough Cemetery Tree Survey.
 - d. **To receive** questions/information from the Burial Clerk.
6. **Public Open Spaces:**
 - a. **To receive** an update on the quotation for a replacement bench for Aldborough.
 - b. **To discuss** dog exercising on Wetherby Road Recreation Ground.
 - c. **To receive** requests for the use of Hall Square:
 - i. Chamber of Trade request use of 1 Hall Square on Thursday 28 June 2018 17.00-20.00.
 - ii. Boroughbridge Lions request use of Hall Square on Saturday 23 June 2018.
 - d. **To discuss** general maintenance issues regarding public open spaces.
7. **Council Assets:**
 - a. **Tutt Woodland: To receive** an update on the proposed sale of the Tutt Woodland.
 - b. **Flat 10a: To receive** confirmation of the completion of the painting of the upstairs windows to Flat 10a Fishergate.
 - c. **Handyman:**
 - i. **To receive** invoices for recent jobs.
 - ii. **To receive** an update of the schedule of work for the handyman.
 - **Car Park & Toilet Block:** Clearance of the toilet block back yard.
 - **To approve** a quotation for the gardening of the Water Rats' grounds.
 - **Fountain** – to further discuss the pointing of Apron.
 - **Litter Picking** – to review the litter picking requirement.
 - **Gas Lamp** – Hall Square refurbishment.
 - d. **1 Hall Square: To receive** a quotation for the repair and painting of the exterior wall.
8. **To agree a date for next meeting of the Committee.**

Following the Local Government Audit and Accountability Act 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 effectively and lawfully manage this activity.