



Helen Heavisides  
Clerk of the Council

20 September 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 25 September 2018 at 6.30pm**

Please see the Agenda for the meeting below:

Yours faithfully

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 25 September 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. **To approve tender documents and process for the Grass Cutting Contract.**
5. **Cemeteries:**
  - a. **To receive** confirmation of the completion of tree works in Aldborough Cemetery.
  - b. **To receive** information on further work required on deadwood in Aldborough Cemetery.
  - c. **To discuss** the cutting of the hedge on the northern boundary of Boroughbridge Cemetery and clearing of growth from the base of the trees.
  - d. **To discuss** the details of the burial of cremated remains in a plot at Aldborough Gate Cemetery.
  - e. **To discuss** safe storage of cemeteries documentation.
  - f. **To receive** questions/information from the Burial Clerk.
6. **Public Open Spaces:**
  - a. **To receive** confirmation from the YLCA of the legal position regarding the Town Council's authority on the hedge and verge cutting in the parish.
  - b. **To discuss** general maintenance issues regarding public open spaces.
  - c. **To receive** further information regarding the request from Milby Island for a dog waste bin.
7. **Council Assets:**
  - a. **Tutt Woodland and Mill Lane:**
    - i. **To receive** an update on the proposed sale of the Tutt Woodland.
    - ii. **To discuss** conducting a Tutt Woodland Tree Survey.
    - iii. **To further discuss** the request from a resident on Kingfisher Reach to cut back trees that over-hang the garden.
    - iv. **To receive** information on any further issues not itemised above.
  - b. **Land at Aldborough Gate: To further discuss** the possible use of Land at Aldborough Gate.
  - c. **1 Hall Square:**
    - i. **To further discuss** the signage on the exterior wall of 1 Hall Square.
    - ii. **To receive** a quotation for the painting of 1 Hall Square.
    - iii. **To further discuss** a projection system for the Tourist Information Point.
    - iv. **To receive** information on any further issues not itemised above.
  - d. **Handyman:**
    - i. **To receive** an update of the schedule of work for the handyman.
    - ii. **To discuss** the renewal of the Handyman contract.
  - e. **Car Park:**
    - i. **To discuss** replacing the Salt/Grit bin in the car park.
    - ii. **To receive** information regarding lighting, litter and broken fencing.
    - iii. **To confirm** details of the Back-Lane Fun Fair, 11 October – 14 October.
    - iv. **To receive** information on any further issues not itemised above.
    - v. **To discuss** an overhanging tree obscuring a floodlight in the car park.
  - f. **To receive** information on any further issues regarding Council Assets not itemised above.
8. **To agree dates below for future meetings of the Committee:**  
27 November, 15 January, 19 March.

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.