

BOROUGHBRIDGE TOWN COUNCIL

1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE YO51 9AN

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Helen Heavisides
Clerk of the Council

2 January 2019

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 YO51 9AN

FULL MEETING OF THE COUNCIL TUESDAY 8 January 2019 at 6.30pm

Please see the Agenda for the meeting below:

Yours faithfully

A handwritten signature in blue ink, appearing to read 'H Heavisides', written over a light blue 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.

COUNCIL AGENDA – Tuesday 8 January 2019 6.30pm

(Members of the public and press have the right to address the Council between 6.45pm and 7.00pm unless agreed otherwise prior to the Meeting).

1. **To receive apologies and reasons for absence.**
2. **Declarations of interest in items on the Agenda.**
3. **Approval of the Minutes of the Council held on 4 December 2018.**
4. **Public Questions or Statements.**
5. **To receive the following reports:**
 - a. **Policing issues in the Parish: To receive** a report from police present.
 - b. **County and District Councillor's monthly report.**
6. **Matters arising from the minutes of previous meetings not covered elsewhere on the agenda:**
 - a. **To receive** an update on progress towards completion of the installation of a bus shelter on High Street funded by the District Improvement Fund from HBC.
 - b. **To receive** an update on communications with Yorkshire Water.
 - c. **To receive** an update on the Town Council asset evaluation.
 - d. **To receive** a response from the Royal British Legion (RBL) regarding arrangements for flying the 'Lest we Forget' flag.
7. **Correspondence:**
 - a. **To receive** an email regarding rabbit holes and mole hills in Aldborough Cemetery.
 - b. *Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.*
8. **Committees**
 - a. **Finance and Human Resources:**
 - i. **To receive** the financial statement and bank reconciliation for December 2018.
 - ii. **To agree** unpaid invoices for December 2018 to be paid.
 - iii. **To approve** the minutes of the F&HR meeting of 18 December 2018
 - **To approve** the budget for 2019/20.
 - **To set** the Precept for 2019/20
 - **To approve** the Allotment Society Rent Review.
 - iv. **To receive** a request for a donation of £240 towards the shared cost of the maintenance of Milby Island.
 - v. **To receive** a quotation for the treatment of weeds in the town centre.
 - b. **Cemeteries and Council Assets:**
 - i. **To discuss** the condition of the Wetherby Road sponsored roundabout.
 - ii. **To discuss** the cleaning of the War Memorial, Hall Square.
 - iii. **To receive** the Car Park risk assessment.

- iv. **To receive** an update on the question regarding the ownership of the parking restricted land on the entrance to Mill Lane.
 - v. **To discuss** items for sale in the Tourist Information Point.
 - vi. **To discuss** progress towards the sale of the Tutt Woodland.
 - vii. **To discuss** the date of the next meeting of the Cemeteries and Council Assets Committee.
- c. **Planning Committee: Approval** of the Minutes of the Meeting held on 4 December 2018.
9. **New Business.**
- a. **To receive** notification of the date of the Mayor of Boroughbridge Town Council Civic Service.
 - b. **To approve** the date for the Annual Parish Meeting (Annual Assembly) for 2 April 2019.
 - c. **To discuss** the setting of the date for the Annual Meeting of the Council (Mayor Making). To be any date in May.
10. **Reports:**
- a. **CCTV: To receive** an update on the installation of the new CCTV system
 - b. **To receive** a report from the Emergency Committee Meeting of 13 December 2018
11. ***Councillors time to share issues and decide agenda items for next meeting. Members are reminded that the statutory notice of any business to be transacted has not been posted and should recognise that any decisions taken may be considered to be unlawful if challenged in the future.***
12. **To confirm the date of the next meeting of the Council for 5 February 2019.**

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.