

**BOROUGHBRIDGE TOWN COUNCIL**  
1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE YO51 9AN  
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Helen Heavisides  
Clerk of the Council

27 March 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 2 APRIL 2019 at 6.40pm**

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.*

**COUNCIL AGENDA – Tuesday 2 April 2019 6.40pm**

(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 5 March 2019.**
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 & discuss** the Town Council Draft Asset Appraisal Report.
  - c. **To further discuss** the provision of groups for young people in Boroughbridge.
  - d. **To receive** an update on the proposed closure of Barclays Bank.
  - e. **To receive** an update on the issue of parking outside the Primary School.
  - f. **To further discuss** lighting on the bridge.
  - g. **To receive** an update regarding the flooding on New Row/Ladywell Road junction.
7. **Correspondence:**
  - a. **To receive** an invitation from Staveley & Copgrove Neighbourhood Steering Group
  - b. **To receive** a request from a resident regarding exercising dogs on the Wetherby Road Recreation Ground.
  - c. **To receive** an offer of assistance with the funding for renovation of the stone inscription on the bridge.
  - d. **To receive** a request for a donation towards the refurbishment of Dishforth Airfield Primary School playground.
  - e. **To receive** notification of the 100<sup>th</sup> birthday of a resident of the town.
  - f. **To receive** notification of the Great Yorkshire Bike Ride on 15 June 2019.
  - g. **To receive** correspondence regarding traffic through the town.
  - h. **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.**
8. **New Business.**
  - a. **To receive** nominations for Mayor & Deputy Mayor of Boroughbridge Town Council 2019/20.
  - b. **To discuss** the nature of the Council's future involvement in Brighter Boroughbridge and District.
  - c. **To discuss** the Working Groups and Committees for 2018/19.

9. **Committees:**
- a. **Finance and Human Resources:**
- i. **To receive** the financial statement and bank reconciliation for March 2019.
  - ii. **To agree** unpaid invoices for March 2019 to be paid.
  - iii. **To receive** the internal Financial Control Report.
  - iv. **To receive** the final quarter Budget Review.
  - v. **To confirm** the date of the internal audit by Yorkshire Internal Audit Services for 17 April 2019.
  - vi. **To approve** renewal of YLCA membership.
  - vii. **To receive** an update on the possibility of reclaiming the cost of the Tourist Information Point IT system from commuted sums.
  - viii. **To further discuss** the payment of £250 for hanging baskets.
  - ix. **To receive** quotations for the exterior painting of 1 Hall Square.
  - x. **To confirm** additional assets have been added to the insurance cover.
  - xi. **To consider** payment to Brighter Boroughbridge of £2100 plus vat for construction work at Chatsworth Road Garden.
- b. **Cemeteries and Council Assets:**
- i. **To approve** the minutes of the Cemeteries and Council Assets meeting of 19 March 2019.
  - ii. **To approve** the draft Cemetery Fees.
  - iii. **To receive** further information on replacement bins for cemeteries.
  - iv. **To receive** the Tourist Information Point Service Level Agreement for 2019/2020.
  - v. **To receive** a request for permission to complete work on trees in Tutt Woodland bordering houses on Kingfisher Reach.
  - vi. **To receive** an update on the maintenance of the roundabouts.
  - vii. **To receive** an update on the ownership of the trees on St James's Square.
  - viii. **To receive** an update on the cleaning of the car park and War Memorial.
  - ix. **To further discuss** the Allotment Society matters below:
    - Draft lease.
    - Proposed rent increase.
  - x. **To discuss** the Boroughbridge signs by Morrisons & on Leeming Lane.
  - xi. **To discuss** the lights on the trees on St. James Square.
- c. **Planning Committee: Approval** of the Minutes of the Meeting held on 5 March 2019.
10. **Reports:**
- a. **CCTV:**
- i. **To receive and sign** the Data Processing Agreement between Boroughbridge Town Council & System Vision for the CCTV system.
  - ii. **To discuss** completion of Self-Assessment Tool.
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 7 May 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.