

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

29 May 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 4 JUNE 2019 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.

COUNCIL AGENDA – Tuesday 4 June 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 30 April & 7 May 2019.**
4. **Public Questions or Statements.**
 - a. **To receive** the NYCC Senior Early Help Consultant.
 - b. **To receive** representation from residents on Mallard Walk regarding the Tutt Woodland.
5. **To receive the following reports:**
 - a. **Policing issues in the Parish: To receive** a report from police.
 - 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 confirm** completion of the installation of a bus shelter on High Street funded by the District Improvement Fund from HBC.
 - b. **To confirm** submission of District Improvement Fund applications.
 - c. **To further discuss** the provision of groups for young people in Boroughbridge.
 - d. **To further discuss** the closure of Barclays Bank.
 - e. **To receive** a reply from Area 6 on the issue of parking outside the Primary School.
 - f. **To receive** a reply from North Yorkshire County Council Highways Department regarding the flooding on New Row/Ladywell Road junction.
 - g. **To receive further information** regarding councillor contact details on County and District Council websites.
 - h. **To further discuss** the UCI bicycle race in September 2019 and the Town Council's possible involvement in events.
7. **Correspondence:**
 - a. **To receive** notification of funds raised from the Mayor's Civic Service.
 - b. **To receive** an email regarding the former police station, Boroughbridge.
 - c. **To receive** a letter requesting assistance from the Royal British Legion.
 - d. **To receive** notification from Yorkshire Water of the closure of vehicular & pedestrian access in Druid's Meadow from 3 June 2019 for 6 weeks.
 - e. **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.**

8. **New Business:**
 - a. **Confirmation of appointments to working groups and committees in line with Standing Order 5j**
 - b. **To confirm the following:**
 - i. Arrangements for insurance cover in respect of all insurable risks.
 - ii. Subscriptions to other bodies – SLCC/YLCA/ICO.
 - iii. Review of Council's expenditure incurred under S137 of the Local Government Act 1972.
 - c. **To review council policy documents in line with Standing Order 5j:**
 - i. **To confirm all Town Council policies are up to date and need no alterations as noted on the Policies Review Spread Sheet.**
 - ii. **To discuss** the introduction of a Dignity at Work policy.
 - d. **To discuss** Council protocol in the event of the death of a Senior Royal.
9. **Committees:**
 - a. **Finance and Human Resources:**
 - i. **To approve** the minutes of the Finance and Human Resources Meeting of 21 May 2019.
 - ii. **To receive** the financial statement and bank reconciliation for May 2019.
 - iii. **To agree** unpaid invoices for May 2019 to be paid.
 - iv. **To consider** future support for Brighter Boroughbridge and Boroughbridge Chamber of Trade.
 - v. **To receive** a quotation for **repair** of the lights on the trees on St. James Square.
 - vi. **To receive** quotations for the **replacement** of the lights on the trees on St James Square.
 - vii. **To receive** a Small Grant Application from Minskip Village Hall Committee.
 - viii. **To approve** a donation for Remembrance Day Wreath and a wreath for D-Day Service, 06/06/19.
 - b. **Cemeteries and Council Assets:**
 - i. **To approve** the minutes of the Cemeteries and Council Assets meeting of 21 May 2019.
 - ii. **To confirm** Cllr Young has approved the shredding of office paperwork no longer needed in line with the Document Retention Policy and GDPR requirements.
 - iii. **To receive** the draft Transfer Document for the sale of the Tutt Woodland.
 - iv. **To receive** an update on payment for wastewater at the cemeteries.
 - v. **To receive** an update on the ownership of the trees on St James's Square.
 - vi. **To discuss** the Boroughbridge Town signs by Morrisons & on Leeming Lane.
 - vii. **To discuss** the proposal to make a suggested donation request for overnight parking of camper vans/caravans in Back Lane Car Park.
 - c. **Planning Committee: Approval** of the Minutes of the Meeting held on 30 April 2019.
10. **Reports: No reports have been submitted.**
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 Meetings of Boroughbridge Town Council for 2019/20 at 6.30pm in 1 Hall Square. 1st Tuesday of every month.**

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.