

BOROUGHBRIDGE TOWN COUNCIL

1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE YO51 9AN

www.boroughbridge.org.uk

Email: info@boroughbridge.org.uk

Tel: 01423 322956



Helen Heavisides
Clerk of the Council

31 July 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 6 AUGUST 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 6 August 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 2 July 2019.**
4. **Public Questions or Statements.**
5. **To receive the following reports and representations:**
 - a. **Policing issues in the Parish:**
 - i. **To receive** a response regarding questions about policing levels in the town.
 - ii. **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 receive updates on** Harrogate Borough Council (HBC) District Improvement Fund applications.
 - i. **To discuss** other sources of funding for the remaining funds needed for Lighting the Bridge.
 - b. **To further discuss** the UCI bicycle race in September 2019.
 - c. **To approve** the draft Dignity at Work policy.
 - d. **To receive** information regarding High Street parking and use of public waste bins for trade waste.
 - e. **To receive an update** regarding a joint parish meeting to co-ordinate the use of 106 monies.
 - f. **To receive** confirmation that Councillors' details have been updated on HBC website and only the Clerk is listed as a contact on NYCC website.
 - g. **To further discuss** arrangements for VE Day Commemorations 8 May 2020.
7. **Correspondence:**
 - a. **To receive** a request for funding for the refurbishment of the plaque on the bridge.
 - b. **To receive** correspondence re HGVs through the town.
 - c. **To receive** correspondence re inadequate road safety measures in Minskip.
 - d. **To receive** a request from the United Parish Council that the council office send out the invitations to the service of installation of the new vicar.
 - e. **To receive** information regarding anti-social behaviour.
 - f. **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** information regarding Cllr Phillips providing a 'Boroughbridge Digest' for the Ripon Gazette.
 - b. **To consider** requesting that Harrogate Borough Council enact a compulsory purchase order on a neglected property.

- c. **To confirm** the Information and Data Protection Policy is up to date and requires no alterations.
- 9. Committees:**
- a. **Finance and Human Resources:**
- i. **To receive** the financial statement and bank reconciliation for July 2019.
 - ii. **To agree** unpaid invoices for July 2019 to be paid.
 - iii. **To receive** an update regarding the replacement of the lights on the trees on St James Square.
 - iv. **To receive** a reply from Harrogate Borough Council regarding Commuted Sums letter of intent.
 - v. **To receive** letters of resignation from the Clerk/Responsible Finance Officer to the Council and the Deputy Clerk.
 - vi. **To receive** the Harrogate Borough Council Budget 2020-2021 Consultation.
- b. **Cemeteries and Council Assets:**
- i. **Tutt Woodland**
 - **To receive** a letter from Andrew Jones MP.
 - **To receive** correspondence from a resident of Mallard Walk
 - **To receive** an update on the progress of the sale of Tutt Woodland.
 - **To receive** the results of the survey of the trees behind properties 9 & 13 Mallard Walk.
 - **To receive** an update on the outstanding Freedom of Information request.
 - ii. **To receive** an update on payment for wastewater at Boroughbridge Cemetery.
 - iii. **To discuss** the maintenance of Land at Mill Lane.
 - iv. **To discuss** the maintenance of the cobbles on Hall Square.
 - v. **To receive** an update on clearing rubbish in the Back Lane car park.
 - vi. **To receive** an update on the spraying of weeds in the town centre.
 - vii. **To review** the Roundabout Sponsorship Protocol and discuss the maintenance of roundabouts.
- c. **Planning Committee:**
- i. **Approval** of the Minutes of the Meetings held on 2 & 15 July 2019.
 - ii. **To discuss** the provision of affordable housing in the parish.
 - iii. **To discuss** the current housing development situation.
 - iv. **To receive** information regarding modifications to the Harrogate District Local Plan.
- 10. Working Group Reports:**
- a. **CCTV**
- i. **To receive** an update on the billing and the camera positioning.
- b. **Boroughbridge Forward:**
- i. **To receive** a report from meeting of 23 July 2019
 - ii. **To approve** the following proposals:
 - To commission an architect to discuss option for developing the Mill Lane site and to submit a pre-planning application form to HBC if appropriate
 - To establish 3 Motor Home bays in the car park and to acquire quotations to carry out required markings and signage if agreed
 - To acquire quotations for two/three signs for the Devil's/Three Arrows
 - To establish an up-to-date realistic Town/Neighbourhood Plan
 - To appoint project leaders for the following projects with the assistance from the clerk team. Mill Lane, Devil's Arrows, Car park - including Motor Home bays and community facilities, Bridge lighting scheme, The Fountain lighting scheme, Cycle racks, The Town Neighbourhood Plan.
 - iii. **To discuss** the future of Springfield Garth.
- 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 Openness of Local Government Bodies Regulations 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.