



Helen Chester  
Deputy Clerk of the Council

12 November 2019

To: **The Members of Boroughbridge Town Council Cemeteries and Council Assets Committee**

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 12 November 2019 at 6.30pm**  
Please see the Agenda for the meeting below:

Yours faithfully

A handwritten signature in black ink, appearing to read 'H. J. Chester', written in a cursive style.

H Chester  
Deputy 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 12 November 2019 6.30pm**

1. **To receive apologies and reason for absence.**
2. **Declarations of interest in items on the Agenda.**
3. **Public Questions and Statements.**
4. **Cemeteries:**
  - a. **To clarify** the procedure for effecting the repair of monuments in the cemeteries.
  - b. **To receive** an update on the headstone testing and repair of Capstick monument from Abbots.
  - c. **To receive** a report on action taken in response to request from the Valuation Office Agency.
  - d. **To receive** information on further issues regarding the cemeteries not itemised above.
5. **Public Open Spaces:**
  - a. **To discuss** roundabout sponsorship.
  - b. **To discuss** general maintenance issues regarding public open spaces.
6. **Council Assets:**
  - a. **Tutt Woodland and Mill Lane.**
  - b. **To receive** an update on the Allotment Society Lease.
  - c. **1 Hall Square:**
    - i. **To further discuss** the exterior painting of 1 Hall Square and repair of the metalwork.
  - d. **Car Park & Public Toilets: To receive** an update on the cleaning of the Car Park and War Memorial.
  - e. **To receive** information on any further issues not itemised above.
7. **To agree dates for future meetings of the Committee.** To be discussed.

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