

**BOROUGHBRIDGE TOWN COUNCIL
1 HALL SQUARE, BOROUGHBRIDGE,
NORTH YORKSHIRE YO51 9AN**



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

Dear Councillors,
I hereby summon you to the following meeting to be held via Zoom.

2nd December 2020

MEETING OF THE CEMETERIES AND COUNCIL ASSETS COMMITTEE.

Tuesday 8th December 2020 at 18:00 hrs

Please see the Agenda for the meeting below:

Yours faithfully

John Nichols

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 8th December 2020, 18:00hrs

(Committee Members Briefing Notes and Risk Assessments circulated prior to the meeting)

- 1. Apologies for absence.**
- 2. Declarations of interest in items on the Agenda.**
- 3. Public Questions and Statements.**
- 4. Cemeteries – actions arising from the most recent Risk Assessments**
 - 4.1 Agree actions for Boroughbridge Cemetery and Aldborough Cemetery
 - 4.2 Sign off the latest Risk Assessment as complete.
 - 4.2 Capacity Planning for both Cemeteries.
 - 4.3 Possible provision of ramp from path to grass in Aldborough Cemetery to enable wheelchair users to access burials
 - 4.4 Memorial Testing – potential change of service vendor – led by L. Leatherbarrow.
 - 4.5 Discuss a request for portraiture on a new headstone in Boroughbridge Cemetery – led by P. Howell.
 - 4.6 Remedial works to the roof and walls of the Aldborough Cemetery entrance building – need to obtain quotes

5. Other Council Assets - actions arising from the most recent Risk Assessments

5.1 Mill Lane.

5.2 Hall Square and Buttermarket.

5.3 Car Park and the Toilet Block.

5.4 St James' Square and Fountain.

5.5 Sign off the latest Risk Assessments as complete.

6. Agree periodicity and responsibilities for completion of all Risk Assessments going forward

7. Open forum for Councillors to share pertinent issues with Committee.

8. Confirm dates for the next meeting of the CC&CA Committee.

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