



BOROUGHBRIDGE TOWN COUNCIL

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MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 5th April 2022.

Meeting held in the Crown Hotel, Boroughbridge – safe distance protocols followed.

Councillors participating: P. Taylor (Chair), R. Young, S. Hynes, J. Fuller, K. Fuller, J. Goss.
R. Windass (arrived 18:38).

Clerk present: J. Nichols

Meeting opened: 18.26

1. Apologies for absence – Cllr J. Wilkinson, Cllr M. Kaczmarczyk, Cllr Peter Phillips, Cllr Pauline Phillips.
The meeting was quorate.

2. Declarations of interest in items on the agenda – None

3. Mayor's Diary.

3.1 Civic engagements over the previous month.

* Wreath laying at the Battle Cross, Aldborough - 700th anniversary of the Battle of Boroughbridge.
Saturday 12th March.

3.2 Civic engagements over the next month.

* Harrogate Mayoral charity fundraising event – Thursday 7th April.

* Ripon Cathedral 1,350th anniversary Celebrations Thursday 28th April.

4. Approval of previous Meeting Minutes.

4.1 Full Council Meeting Minutes Tuesday 1st March 2022.

PROPOSAL – to agree and sign off the Minutes detailed above. **All in favour.**

4.2 Planning Committee Meeting Minutes Tuesday 1st March 2022.

PROPOSAL – to agree and sign off the Minutes detailed above. **All in favour.**

5. Public questions/statements and requests to speak at Agenda item 4 received prior to the meeting.

Messrs Bob Chamley and Geoff Craggs from the local British Legion presented a brief summary regarding the requirements of Boroughbridge Town Council under our status as “Event Organiser” of the annual Remembrance Day event. Effectively Boroughbridge Town Council are only responsible for (in around August) applying for a Temporary Traffic Regulation Order (a Rolling Lane Closure). NYCC levy no fee for this. Our colleagues in the local RBL will handle everything else. All parties agree to liaise and work together to ensure this important annual event is as successful as possible.

6. External Stakeholder and Working Group Reports.

6.1 County and District Councillor's report

As expected, the focus across NYCC and HBC is on preparation for the Unitary Authority which manifest in April 2023 and on the concurrent Council election timetable.

7. Matters arising from previous minutes not specifically covered on the agenda.

7.1 The redevelopment of the A1 exit roundabout on the south side of Boroughbridge

Detailed plans have been submitted over a month ago by Boroughbridge Town Council to NYCC, Area 6 for approval. There has been no response. The matter has subsequently been escalated to the Area Manager of Area 6. Again, no response. This is unacceptable. The desire of Boroughbridge Town Council was to have the roundabout re-developed in time for the 2022 tourist season. This will not now be possible. It is another instance of positive improvements for our Town being held up by entities outside Boroughbridge Town Council.

PROPOSAL – Town Clerk to write under the Mayor's name to Karl Battersby, Director of Business and Environmental Services, NYCC to articulate the Council's dissatisfaction with the nil response from Area 6 and to get traction at NYCC to obtain the required approval of the roundabout re-development plan.

All in favour.

ACTION – Town Clerk to write (under the Mayor's name) to Director of Business and Environmental Services, NYCC.

7.2 The Minskip MUGA.

All agree this has featured on the Boroughbridge Town Council far too many times.

It is frustrating that the Council have not been able to engage the Trustees in an appropriate set of actions leading to the more effective development and utilisation of this space which has so much potential for the community.

PROPOSAL – Council to try one last attempt to engage the Trustees via a letter from the Mayor. If there is no positive response to this the matter will be dropped – the Council can do no more.

All in favour.

ACTION – Town Clerk to liaise with Cllrs Wilkinson and Kaczmarczyk and prepare the letter.

7.3 Additional ATM services in Boroughbridge.

The recent outage of the cash vending machine at the Spar outlet was an inconvenience for many. It is appreciated that alternative cash vending facilities are available at Morrisons but this is not a particularly convenient solution for many – it usually requires a car journey to access these facilities. The Council has gained the positive support from Barclays Bank to the installation of an ATM in the centre of Town in return for our support to Barclays in providing space on the Buttermarket Cobles for their twice monthly mobile banking service. The problem is that there is nowhere in town that can take an ATM (it requires considerable space behind the wall in which it is installed). Various enquiries have been made including the new owners of the former Barclays and HSBC branches.

PROPOSAL - Town Clerk to write to the Senior Management Team of the Barclays Self Service Banking Division to explore the feasibility of a free-standing cash vending facility at a strategically selected town site. **All in favour.**

ACTION – Town Clerk to write to Barclays Self Service Division.

7.4 The Mill Lane site pre-planning options.

This needs to be carefully controlled. The Town Clerk reminded Council that it is impossible to hold a pre-planning meeting without having a clear vision for what is proposed for the site.

The pre planning meeting cannot be used for theoretical possibilities – it can only deal with the tangible, not the theoretical. Thus far Council have explored the development of the site for residential use via the pre planning process with indications from Consultees that this would not be supported – even if the plans were modified.

Leaving the land vacant and unused with periodic weed clearing exercises cannot be continued.

Council is aware that Boroughbridge Community Care are potentially interested in the site for the purposes of a new office and Council want to be seen to be supportive.

PROPOSAL – Town Clerk to prepare a letter from the Mayor to the Trustees of BCC with proposals around how the potential proposition can be taken forward between BTC and BCC. **All in favour.**

ACTION – Town Clerk to prepare the letter.

7.5 Ratification of the usage of the Car Park Shared Area for the Boroughbridge Lions family cycle ride between Boroughbridge and Great Ouseburn on Sunday 15th May.

PROPOSAL – The Council agree to the request Boroughbridge Lions to use the Car Park Shared Area for the Boroughbridge Lions family cycle ride between Boroughbridge and Great Ouseburn on Sunday 15th May. **All in favour.**

8. New issues.

8.1 The Mayor Elect.

PROPOSAL – in view of the diminished attendance at the April FCM, this is deferred until the May FCM. **All in favour.**

8.2 Additional fully funded Electric Vehicle Charging Points from HBC.

HBC have funding available for up to 12 EVCPs and approached Boroughbridge Town Council to see if we could use additional EVCPs. The EVCP that BTC installed in September 2020 has been hugely successful and has been used nearly 2,000 times since installation.

PROPOSAL – Town Clerk to confirm our interest to HBC in additional EVCPs for our Town subject to viable sites being identified (the site needs to have proximity to an appropriate power supply)

All in favour.

8.3 The ongoing deterioration of Roecliffe Lane.

Council remain concerned, as does our District and County Councillor, at the state of Roecliffe Lane.

The only response we receive to our frequent representations to NYCC is that the clearly required work is not within their current plan and nothing can be done. Council view this as unacceptable.

PROPOSAL – The Mayor to escalate the issue to Karl Battersby, Director of Business and Environmental Services, NYCC. The pressure will be kept up. **All in favour**

8.4 The re-valuation of the Council Asset portfolio.

PROPOSAL – migrate to the soon to be called Finance and HR Committee. **All in favour**

8.5 Springfield Garth.

Now in private ownership who are redeveloping the site. Options to utilise the former NYCC facility for purposes such as temporary accommodation for Ukrainian refugees is subsequently constrained.

9. Finance and HR.

9.1 Agree the end March 2022 Finance Statement, Bank Reconciliation and March invoices paid - payments totalled £7,657.01, receipts totalled £3,705.00.

PROPOSAL – to agree and sign off the end March 2022 Finance Statement, Bank Reconciliation and March payments totalling £7,657.01 and receipts totalling £3,705.00. **All in favour.**

9.2 End of 2021 – 2022 Fiscal Year budget review.

Council noted the Town Clerk's Executive Summary of the financial performance of Boroughbridge Town Council over the 2021 – 2022 Fiscal Year that was supported by a comprehensive review pack circulated prior to the meeting.

Notwithstanding the investments and achievements during the last Fiscal Year (just one example being the VAS Devices at circa £12,000) the Council's gross cash reserves at 31st March 2022 stand at:

£111,657.68. The comparable trends are:

31/3/21 - £105,656.85

31/3/20 - £92,298.10

31/3/19 - £72,963.59

The PWLB total loan accounts balance stands at £52,000 as at end March 2022.

Council is fully aware that the end of March 2022 total cash reserves include significant grant funding sums on account that are ring-fenced for the Bridge Lighting Project which will commence soon now that the Planning Conditions have been successfully discharged.

We have a “fast start” to our 2022 – 2023 Fiscal Year with substantial revenues due to be received very early in the year from a range of sources.

We are in the strongest financial position for several years – with a strong liquid surplus which presents flexibility for 2022 – 2023 community-based projects such as the A1 roundabout redevelopment and potential the Toilet Block refurbishment.

Although we did not get the Business Rates back relating to our Toilet Block due to the obtuse Central Government structuring of the legal change granting 100% exemption to “free standing” Toilet Block facilities from April 1st 2020, we have at least reduced the future Business Rates bill for the Car Park and Toilet Block to £7,360 pa from £9,106.75 pa – a reduction of £1,747 pa.

The tight grip on all costs will continue across the 2022 – 2023 Fiscal Year.

9.3 Ratification of the expenditure (£252.25) for the annual thank you TIP volunteer lunch on 18th March.

PROPOSAL – to agree this expenditure. **All in favour**

10. Correspondence received since the last Full Council Meeting.

None received.

11. Open forum for Councillors to share pertinent issues with Council.

Cllr K. Fuller – raised the perennial problem of litter, specifically the A1 exit slip road. As a Council we remain proactive in raising this with the highway owners, NYCC, but we all suffer from the thoughtless behaviour of other people – as soon as litter is cleared a small minority just deposit more litter.

Cllr Windass – requested that we write to the new owners of the Crown Hotel (The Coaching Inns Group) to seek permission to use the pavement outside the Crown Hotel (owned by the Crown Hotel) as part of a zebra crossing development. The previous owner would never give permission for this.

ACTION – Town Clerk to deal with this.

Cllr Hynes – confirmed that Aldborough Village would be holding a litter pick event in parallel with the Boroughbridge litter pick event this Saturday, 9th April.

12. Confirm the time and date and venue of the next Full Council Meeting.

Tuesday 3rd May 2022, 18:30 pm, Crown Hotel.

Meeting closed - 19:48

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 manage this activity effectively and lawfully.

Signed _____
Mayor and Chair of Council

Date _____