



## **BOROUGHBRIDGE TOWN COUNCIL**

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### **MINUTES OF THE MEETING OF THE CEMETERIES AND COUNCIL ASSETS COMMITTEE**

**Tuesday 23 January 2018 at 18.30**

**Present:** R Young (Chairman), P Phillips, S Hynes, H Chester (Deputy Clerk), P Howell (Burial Clerk)

Late Arrivals: None

Early Departures: P Howell (19:08)

Meeting Opened: **18:31**

1. **To accept apologies and reason for absence** R Windass I Maltby
2. **Declarations of interest in items on the Agenda** None
3. **Public Questions and Statements** None
4. **Cemeteries:**
  - a. **To receive an update on the replacement tree following the removal of sycamore and pine trees in Boroughbridge Cemetery.** Burial Clerk and Cllr Young visited the cemetery to decide on a suitable site for the new tree. Cllr Young to meet with Alasdair Downie from Farm and Land to indicate where the tree should be planted.  
**Action: Cllr Young**
  - b. **To receive an update on headstone testing at Boroughbridge and Aldborough Cemeteries.** No response from Abbots. Clerk to keep trying to contact Abbots.  
**Action: Clerk**
  - c. **To receive an update regarding cost of installation of commemorative plaques in the cemeteries.** No response from Abbots. Burial Clerk to speak to Green's about this job. **Action: Burial Clerk**
  - d. **To receive an update on maintenance required Aldborough Cemetery.** The idea was raised of an improved path for the cemetery, particularly for disabled access, with the possibility of applying for 106 monies to help fund this. Clerk to contact John Goss and McDaid Groundworks of Harrogate to find an appropriate person to give an initial quote for this job. **Action: Clerk**
  - e. **To receive an update on the planting of the hedge along the western border of Boroughbridge Cemetery.** The hedge has been planted. Awaiting invoice.
  - f. **To receive an offer of a donation towards the upkeep of a grave at Boroughbridge Cemetery.** The members were shown photos of the grave site. The Burial Clerk gave her opinion that the Council cannot commit to open-ended maintenance of one particular grave. Clerk to reply with information that the cemetery is managed by Boroughbridge Town Council who keep the whole cemetery in good condition. They carry out regular safety checks, have the grass cut, test the headstones and maintain trees, hedges, shrubs and paths. The Council would be very grateful to have a donation but do not have the management structure to allow for special maintenance of a particular grave. **Action: Clerk**
  - g. **To consider the commissioning of a tree survey for Aldborough Cemetery.** It was agreed that the Town Council should consider commissioning a tree survey. Clerk to

contact Barnes and Associates who carried out the tree survey in Boroughbridge Cemetery and ask for an initial quote. **Action: Clerk**

- h. To receive an update re moles in Aldborough Cemetery.** The mole catcher was instructed to deal with the moles. Awaiting his report and invoice.
- i. To receive questions/statements from the Burial Clerk.** The Burial Clerk and Cllr Windass have noticed that after grass cutting headstones can be very dirty. The committee recognise this is not easy to solve but asked the Clerk to mention this to the contractor. **Action: Clerk**

**5. Public Open Spaces:**

- a. To discuss general maintenance issues regarding public open spaces.** Cllr Phillips would like to put notices on the cars that park near the Water Rats Club to say demolition is planned and they should avoid parking there. He would also like the Full Council to discuss putting a chain up to stop parking in unauthorised areas. Clerk to add to agenda. Cllr Phillips will look at the water and electric points at the rear of the car park. There is an overflowing litter bin sited at the top of Aldborough Green. Cllr Hynes will look into this. **Action: Clerk/Cllr Phillips/Cllr Hynes**

**6. Council Assets:**

- a. Tutt Woodland: To further discuss the sale of the Tutt Woodland.** A letter has been sent to Kingfisher Reach Resident's Trust outlining the Council's proposal. Awaiting reply.
- b. Flat 10a: To receive an update on the painting of the upstairs windows to Flat 10a Fishergate.** The successful contractor has scheduled the job for April when the weather is better.
- c. Handyman: To receive an update on schedule of work for the handyman.** Members received an updated schedule of work. **APPENDIX 1** They were satisfied with progress on the jobs so far but instructed the Clerk to check if the litter-picking was happening. **Action: Clerk**
- d. To discuss general maintenance regarding council assets.** The committee will discuss the maintenance of the exterior of 1 Hall Square at the next meeting. Clerk to add to next agenda. **Action: Clerk**
- e. To agree a date for next meeting of the Committee.** 10 April 2018

Meeting closed: **19:19**

Signed: \_\_\_\_\_ Dated \_\_\_\_\_  
Chairman