



## **BOROUGHBRIDGE TOWN COUNCIL**

1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE, YO51 9AN

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

**Tuesday 24 July 2018 at 18.30**

**Present:** R Young (Chairman), P Phillips, G Haldenby J Goss, P Taylor, H Heavisides (Clerk),

Late Arrivals: None  
Early Departures: None

Meeting Opened: 18:30

1. **To appoint a Chairman for the Committee.** Cllr R Young was nominated by Cllr P Phillips. Seconded by Cllr P Taylor. **RESOLUTION:** Cllr R Young is elected as Chairman of the Cemeteries and Council Assets Committee for 2018/19. All in favour. Motion carried.
2. **To accept apologies and reason for absence.** S Hynes
3. **Declarations of interest in items on the Agenda.** None
4. **Public Questions and Statements.** None
5. **Cemeteries:**
  - a. **To receive the Aldborough Cemetery Tree Risk Assessment Survey.** The report recommends works on 2 trees of moderate risk and dead wooding of cherry trees that line the path. Clerk to prepare a specification and obtain quotations. **Action: Clerk**
  - b. **To receive questions/information from the Burial Clerk.** None.
6. **Public Open Spaces:**
  - a. **To discuss the hedge and verge cutting.** There are many areas around the town that require attention. Cllr Goss would like Town Council to assist in tidying these areas. Clerk cautioned that the Town Council were not permitted to cut private hedges. Clerk to contact YLCA for legal advice regarding this. **Action: Clerk**. A letter to be sent to properties requesting assistance in keeping paths and roadways clear of overhanging hedges/plants from private gardens. Cllrs on this committee to compile a list of properties with photos for consideration to be submitted to the Clerk by 10 August. Clerk to draft a letter to send to these properties. Mayor to post a request in the Mayor's Diary to ask property owners for assistance. **Action: Clerk/ All Cllrs**
  - b. **To receive quotations for the pointing of the Fountain Apron.** Item dealt with in the Finance and Human Resources meeting of 18 July 2018.
  - c. **To discuss general maintenance issues regarding public open spaces.**
    - i. **Public Toilet Block** – Drainage engineers have cleared a blocked drain in the lady's toilet at a cost of £70 plus vat. Received and noted.
7. **Council Assets:**
  - a. **1 Hall Square – To receive a request for police surgery provisional dates 15/16 October** Noted and approved.
  - b. **Tutt Woodland and Mill Lane:**
    - i. **To receive an update on the proposed sale of the Tutt Woodland.** The chosen solicitor for the conveyancing of the land has withdrawn. The buyers are now looking to engage another solicitor.
    - ii. **To discuss the request from a resident on Kingfisher Reach to cut back trees that over-hang the garden.** The tree surgeon for the resident has been sent the survey of the trees from 2013 to ascertain if the trees were earmarked

for work in that survey. Once the identity of the trees has been confirmed, the Council can progress this request.

- iii. **To receive a report from the clearing of the Land at Mill Lane and the rear of the Toilet Block by the Community Payback Workers.** Successfully completed. Clerk to send thanks to the Community Payback Workers and thanks were offered to Cllr Haldenby for removal of the debris.

**Action: Clerk**

c. **Handyman:**

- i. **To receive an update of the schedule of work for the handyman.** Outstanding jobs: the refurbishment of the gas lamp, replacement of a segment of speed ramp in Back Lane Car Park and the re-fixing of the cobbles on Hall Square. Clerk to ask handyman for a quotation to tidy up growth along the Wetherby Road Cemetery wall/railings. **Action: Clerk**

- d. **To agree individual councillors' responsibility to report on specific assets – APPENDIX 1 –** Agreed and approved. Clerk to circulate to committee members. **Action: Clerk**

- 8. **To agree dates below for future meetings of the Committee:  
25 September, 27 November, 15 January, 19 March.**

**Meeting closed: 19:35**

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