



BOROUGHBRIDGE TOWN COUNCIL

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MINUTES OF THE MEETING OF THE CEMETERIES AND COUNCIL ASSETS COMMITTEE

Tuesday 19 March 2019 at 18.30

Present: R Young (Chairman), J Goss, P Taylor, S Hynes, G Haldenby

Clerks Present: H Heavisides (Clerk), P Howell (Burial Clerk).

Late Arrivals: None

Early Departures: P Howell (19.10)

Meeting Opened: 18:32

- 1. To receive apologies and reason for absence.** P Phillips.
 - 2. Declarations of interest in items on the Agenda.** None.
 - 3. Public Questions and Statements.** None.
 - 4. Cemeteries:**
 - a. To review the cemeteries fees. RECOMMENDATION:** To increase the fees in line with the 2019/20 fees from Harrogate Borough Council with the exception of additional inscriptions which should remain free of charge. Residents' discount should be reduced to 20%. All in favour. Changes to come into effect from 10 April 2019. **Action: Clerk**
 - b. To discuss the headstone testing in the cemeteries.** To recommend headstone testing at Boroughbridge and Aldborough Cemeteries. Approved. **Action: Clerk.** The Committee recommends that the Clerk's office should not be responsible for arranging repairs of headstones but should offer a list of appropriate monumental masons to grave owners to enable them to complete the task.
 - c. To discuss the waste bins at the cemeteries.** Clerk is researching the possibility of getting larger bins from HBC. Ongoing. **Action: Clerk**
 - d. To receive information on further issues regarding the cemeteries not itemised above.** None.
- P Howell leaves 19.10**
- 5. Public Open Spaces:**
 - a. To discuss roundabout sponsorship.** Correspondence has been received following the serving of notice on one of the sponsors of the roundabouts who have requested to meet with the Council to discuss the matter further. The Committee does not recommend the removal of the notice served. Clerk to reply. **Action: Clerk.**
Clerk to offer the roundabout to other interested parties for them to register an interest in the sponsorship. **Action: Clerk.**
 - b. To further discuss the trees on St James Square.** No progress on the ownership of the trees. Tree surgeon believes there is no extensive work needed on the trees, but dead wooding is recommended. **Action: Clerk/ Cllr. Haldenby.** Clerk to put replacement of lights on the Full Council agenda. **Action: Clerk.**
 - c. To discuss general maintenance issues regarding public open spaces.** Clerk to report speed signs on Aldborough Road which need replacing. **Action: Clerk.**

6. **Council Assets:**

- a. **Tutt Woodland and Mill Lane: To receive an update on the proposed sale of the Tutt Woodland.** The sale is progressing and is with the solicitors. A resident of Kingfisher Reach has asked for the trees on the border which over-hang his garden to be cut back. Clerk has arranged to meet with the resident and requested that a councillor accompanied her to the meeting.
- b. **Land at Thornycroft Farm: To receive instruction from Carter Jonas regarding the lease agreement on Land at Thornycroft Farm.** Clerk to sign and return. Letter of Engagement also to be signed and returned. Carter Jonas have quoted £100 for preparation of the lease. Noted and approved. All in favour. **Action: Clerk.**
- c. **To further discuss the Allotment Society Lease.** Clerk to prepare a new lease, to include the extra land now used by the society, for consideration of Full Council and the Allotment Society. **Action: Clerk.**
- d. **1 Hall Square:**
 - i. **To discuss replacement chairs for Council meetings.** P Taylor to research for next full meeting of the Council. Clerk to send budget figure. **Action: Clerk/ Cllr. Taylor.**
 - ii. **To receive notification of the installation of shelves in the Council Office.** Quotation of £95 received from handyman. Cllr. Haldenby to take away obsolete CCTV monitor and box. All in favour. **Action: Clerk/Cllr. Haldenby**
 - iii. **To receive information on the completion of the TIP IT system.** Cllrs. to submit photos for the slide show. Recommendation: Businesses that advertise on the website should be offered an advert on the slideshow. All in favour. **Action: Clerk**
- e. **Car Park & Public Toilets: To receive the March Car Park Walk Round Risk Assessment. -APPENDIX 1 -** Received and noted. Water and electricity boxes need repair. Clerk to get quotations. Cllrs. Young & Haldenby to meet with engineer to discuss. **Action: Clerk/Cllr. Young/Haldenby**
- f. **To receive information on any further issues not itemised above.** Rejuvenation of Boroughbridge sign outside Morrisons to be added to next Full Meeting Agenda. **Action: Clerk/ Cllr. Goss**

7. **To agree dates for future meeting of the Committee. To be discussed. 21 May 2019.**

Meeting closed: 20:25

Signed: _____ **Dated** _____
Chairman