

**BOROUGHBRIDGE TOWN COUNCIL  
MINUTES OF THE COUNCIL MEETING HELD ON  
TUESDAY 8 JANUARY 2019  
AT 1 HALL SQUARE, BOROUGHBRIDGE YO51 9AN**

**COUNCILLORS PRESENT:** G Haldenby (Mayor), M Kaczmarczyk (Deputy Mayor),  
K Fuller, J Fuller, J Goss, S Hynes, P Taylor, R Windass,  
R Young, J Wilkinson, P Phillips.

**CLERKS PRESENT:** H Heavisides (Clerk to the Council), H Chester (Deputy Clerk).

**POLICE PRESENT:** PC Powell

**MEMBERS OF THE PUBLIC PRESENT:** None

**Late Arrivals:** M Kaczmarczyk (18:31), P Taylor (18.35), R Windass (18:41)

**Early Departures:** R Young (18:42)

**The Meeting opened at 18:30**

1. **To receive apologies and reasons for absence.** None.
2. **Declarations of interest in items on the Agenda.** Cllr Fuller 6d

**M Kaczmarczyk arrives (18:31)**

3. **Approval of the Minutes of the Council held on 4 December 2018. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. 9 in favour. 1 abstention. Motion carried.
4. **Public Questions or Statements.** None.
5. **To receive the following reports:**

- a. **Policing issues in the Parish:** To receive a report from police present. PC Powell reported a relatively quiet Christmas period, though with some violent incidents and burglaries. Use of the fire station as a base for local police is working well despite a lack of equipment. Councillors expressed concern over the issue of cyclists riding without lights and PC Powell reassured them that a number of fixed penalty notices had been issued and officers would continue to address this issue.

**18:35 P Taylor arrives**

**18:41 R Windass arrives**

**18:42 R Young leaves**

**7b (i) Moved here. To receive** a request from a resident for the Town Council to fund the cost of extra police presence in the town. Received and noted. Clerk to respond that councillors are actively pursuing talks with North Yorkshire Police at a high level to request greater police presence in this area. Councillors have arranged a meeting with acting Chief Inspector Williamson on Monday 21 January. **Action: Clerk/Councillors**

- b. **County and District Councillor's monthly report.** North Yorkshire County Council (NYCC) budget is not yet finalised. Cllr Windass has passed on councillors' concerns about damaged or malfunctioning street furniture to NYCC highways, but no action has been taken as yet. The damaged post near the bus shelter needs to be reported. **Action: Clerk**

6. **Matters arising from the minutes of previous meetings not covered elsewhere on the agenda:**

- a. **To receive an update on progress towards completion of the installation of a bus shelter on High Street funded by the District Improvement Fund from HBC.** Bus shelter now installed. Awaiting logo before the work is signed off. There have been positive comments from members of the public. **Action: Clerk**
- b. **To receive an update on communications with Yorkshire Water.** Cllr Phillips updated the members on pollution from CSOs, emergency pump and capacity planning. Item closed.

- c. **To receive an update on the Town Council asset evaluation.** Awaiting feedback from Lister Haigh.
  - d. **To receive a response from the Royal British Legion (RBL) regarding arrangements for flying the ‘Lest we Forget’ flag.** The RBL request permission to fly the ‘Lest We Forget’ standard from the beginning of the Poppy Appeal until Remembrance Sunday /11 November inclusive. Agreed. 9 in favour. 1 abstention.  
*Action: Clerk*
7. **Correspondence:**
- a. **To receive an email regarding rabbit holes and mole hills in Aldborough Cemetery.** Clerk to reply to correspondent and to instruct Handyman to inspect and deal with any dangerous holes as and when required. *Action: Clerk*
  - b. **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.**
    - i. **To receive a request from a resident for the Town Council to fund the cost of extra police presence in the town. Moved to 5a.**
8. **Committees**
- a. **Finance and Human Resources:**
    - i. **To receive the financial statement and bank reconciliation for December 2018 - APPENDIX 1 –** Received and noted.
    - ii. **To agree unpaid invoices for December 2018 to be paid. RESOLUTION:** Payments totalling £4950.31 approved for payment in line with Finance Regulation 6.9. All in favour. Motion carried. *Action: RFO.*
    - iii. **To approve the minutes of the F&HR meeting of 18 December 2018**
      - **To approve the budget for 2019/20.**
      - **To set the Precept for 2019/20** Clerk to submit precept demand.  
*Action: Clerk*
        - **To approve the Allotment Society Rent Review.** Clerk to contact Allotment Society. *Action: Clerk*

**RESOLUTION:** To sign the minutes as an accurate record of the meeting held and to **RESOLVE** the recommendations therein. All in favour. Motion carried.
    - iv. **To receive a request for a donation of £240 towards the shared cost of the maintenance of Milby Island.** Received and noted. A donation was made last year. To make this maintenance sustainable it was suggested that the money could be better raised through the parish precept or claimed through 106 monies. Clerk to reply. *Action: Clerk*
    - v. **To receive a quotation for the treatment of weeds in the town centre.** A quotation of £170 plus vat for the first application and £125 plus vat for the second application has been received. **RESOLUTION:** To proceed with this work. All in favour. Motion carried. *Action: Clerk*
  - b. **Cemeteries and Council Assets:**
    - i. **To discuss the condition of the Wetherby Road sponsored roundabout.** Clerk to add to Cemeteries and Council Assets Committee Agenda to look at the roundabout agreement to decide a way forward and Cllr Haldenby to approach the company. *Action: Clerk/Cllr Haldenby*
  - e. **To discuss the cleaning of the War Memorial, Hall Square.** Awaiting information from contractors. Remove from agenda until more information is available. Clerk to contact Abbots. *Action: Clerk*
    - ii. **To receive the Car Park risk assessment - APPENDIX 2 -** Clerk to contact Handyman to look at roof and replace tile. Clerk to contact Duffield’s with regard to filling the potholes. *Action: Clerk*
    - iii. **To receive an update on the question regarding the ownership of the parking restricted land on the entrance to Mill Lane.** NYCC confirms that they maintain the surface of this area as part of the highway maintainable at the public expense (HM@PE). They do not, however, own

the land. Awaiting clarification from Area 6 on who is responsible for the maintenance of the bollards. **RESOLUTION:** To replace/augment the bollards to prevent parking. All in favour. Motion carried. Clerk to source quotations. **Action: Clerk**

- iv. **To discuss items for sale in the Tourist Information Point.** One of the items for sale has disappeared. It was agreed that in future we should only sell items at the seller's risk. Clerk to inform those selling items. **Action: Clerk**
  - v. **To discuss progress towards the sale of the Tutt Woodland.** Solicitor would like a letter from Peter Greenwood as a caveat to ensure due process has been followed for the valuation of the land. This is precautionary to ensure full transparency. The solicitor will facilitate the letter.
  - vi. **To discuss the date of the next meeting of the Cemeteries and Council Assets Committee.** The meeting is confirmed for 15 January 2019.
  - c. **Planning Committee: Approval of the Minutes of the Meeting held on 4 December 2018. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
9. **New Business.**
- a. **To receive notification of the date of the Mayor of Boroughbridge Town Council Civic Service.** The agreed date is Sunday 17 March 2019, Venue St James Church.
  - b. **To approve the date for the Annual Parish Meeting (Annual Assembly) for 2 April 2019.** Approved.
  - c. **To discuss the setting of the date for the Annual Meeting of the Council (Mayor Making). To be any date in May.** Decision deferred until the next Full Council meeting.
10. **Reports:**
- a. **CCTV: To receive an update on the installation of the new CCTV system.** Installation is slightly behind schedule due to negotiations with NYCC re existing street furniture, obtaining a key for the CCTV camera column in the car park and bad weather. Predicted completion of installation for mid-January. Council should publicise their achievements regarding this and other projects. Contact with local media to be arranged when projects completed. **Action: Clerk**
  - b. **To receive a report from the Emergency Committee Meeting of 13 December 2018.** Received and noted. The Emergency Committee have requested that the cost of the hire of the Jubilee Room for the training date of 25/01/19 be provided from the Town Council's free allocation. Agreed. **Action: Clerk**
11. ***Councillors time to share issues and decide agenda items for next meeting. Members are reminded that the statutory notice of any business to be transacted has not been posted and should recognise that any decisions taken may be considered to be unlawful if challenged in the future.***
12. **To confirm the date of the next meeting of the Council for 5 February 2019.**

Meeting closed: 20:18

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