

**BOROUGHBRIDGE TOWN COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON
TUESDAY 5 FEBRUARY 2019
AT 1 HALL SQUARE, BOROUGHBRIDGE YO51 9AN**

These draft minutes are subject to change until approved at the next Full Meeting of the Council

COUNCILLORS PRESENT: G Haldenby (Mayor), K Fuller, J Fuller, P Taylor, R Young, J Wilkinson, P Phillips.

CLERKS PRESENT: H Chester (Deputy Clerk).

POLICE PRESENT: None

MEMBERS OF THE PUBLIC PRESENT: None

Late Arrivals: None

Early Departures: None

The Meeting opened at 18:32

1. **To receive apologies and reasons for absence.** S Hynes, R Windass, J Goss, M Kaczmarczyk
2. **Declarations of interest in items on the Agenda.** None
3. **Approval of the Minutes of the Council held on 8 January 2019. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
4. **Approval of the Minutes of the Extra Ordinary Meeting held on 22 January 2019. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
5. **Public Questions or Statements.** None
6. **To receive the following reports:**
 - a. **Policing issues in the Parish:** Councillors welcomed the statement on social media from Inspector Steve Breen prompted by matters discussed at a recent meeting with Boroughbridge Councillors. Councillors have been invited to visit the Police Call Centre, date to be arranged. *Action Cllr Phillips*
 - b. **County and District Councillor's monthly report.** No report available.
7. **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.** Still awaiting logo.
 - b. **To receive an update on the Town Council asset evaluation.** Ongoing.
8. **Correspondence:**
 - a. **To receive Harrogate District Community Infrastructure Levy Draft Charging Consultation Document.** Received and noted. Councillors would like more time to consider this document. Clerk to add to next agenda. *Action: Clerk*
 - b. **To receive a request from the Mayor of Harrogate to consider sponsoring 'Force Atlantic'.** Received and noted.
 - c. **To receive a communication regarding the Stumps Cross Play Area.** Clerk to invite the Technical Officer, Ms Love, to address the Full Council Meeting of 5 March 2019. *Action: Clerk*
 - d. **Correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered.**
 - i. **To receive a letter from the management and residents of Gwendolen Court regarding the proposed closure of Barclays Bank.** See next item.

- ii. **To receive a letter from the Chamber of Trade regarding the proposed closure of Barclays Bank.** Councillors share the concerns of local businesses and residents. Cllr Phillips to write to Andrew Jones MP to ask for his support to attempt to reverse this decision. Clerk to send letter from the Town Council to Barclays asking that they reconsider. *Action Cllr Phillips/Clerk*

9. Committees

a. Finance and Human Resources:

- i. **To receive the financial statement and bank reconciliation for January 2019.** APPENDIX 1 – Received and noted.
- ii. **To agree unpaid invoices for January 2019 to be paid.** RESOLUTION: Payments totalling £4739.61 approved for payment in line with Finance Regulation 6.9. All in favour. Motion carried. *Action: RFO*
- iii. **To agree a response to the contract renewal offer from the Phone Co-op.** It was agreed to accept the 24-month renewal. *Action: Clerk*
- iv. **To receive an email regarding the Milby Island Project.** Received and noted.
- v. **To agree payment for our data protection registration.** It was agreed to pay £40 rather than setting up a direct debit at this point. *Action: Clerk*
- vi. **To agree payment for our ongoing online services provided by Microsoft.** Agreed.

b. Cemeteries and Council Assets:

- i. **To approve the minutes of the Cemeteries and Council Assets Meeting of 15 January 2019:**
 - **To discuss the following recommendations:**

RECOMMENDATION: That sponsors who consistently fail to maintain their roundabout in line with point 8 of the protocol be given notice of the termination of their sponsorship. It was agreed that one sponsor be contacted to provide a commitment to improve the look and maintenance of their roundabout over the coming year. *Action: Clerk*

RECOMMENDATION: That the council begins the process to carry out maintenance to the trees and lights on St James' Square. It was agreed to begin the process of getting quotations for work to the trees. *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.

- ii. **To receive an update on the question regarding the ownership of the parking restricted land on the entrance to Mill Lane and a quotation for replacing/augmenting bollards.** It was agreed to leave parking signs up at present and to expect Area 6 to replace the broken bollard. Clerk to contact contractor to let him know. *Action: Clerk*
- iii. **To discuss progress towards the sale of the Tutt Woodland.** Ongoing.
- iv. **To receive an email regarding tree work and car park maintenance.** Councillors welcomed the cutting back of trees and the suggestion to clear debris. Handyman to be instructed to carry out this work. *Action: Clerk*
- v. **To receive a response regarding the cleaning of the War Memorial.** It was agreed to ask the handyman to present a quotation for this work. *Action: Clerk*

c. Planning Committee: Approval of the Minutes of the Meeting held on 8 January 2019.

RESOLUTION: To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.

10. New Business.

- a. **To discuss the setting of the date for the Annual Meeting of the Council (Mayor Making). To be any date in May.** Councillors decided to keep to the date of the usual

meeting in May, but to hold the event in the Jubilee room and invite guests. The planning meeting to be held on another date. Clerk to book Jubilee Room. **Action: Clerk**

- b. **To discuss the provision of groups for young people in Boroughbridge.** Councillors wanted to respond to the concerns of constituents over the lack of provision for young people in Boroughbridge and villages. It was agreed that Cllr Taylor would write to North Yorkshire concerning this issue. **Action: Cllr Taylor**

11. Reports:

- a. **CCTV: To receive an update on the installation of the new CCTV system.** Cllr Phillips has circulated updates. The cameras are going up and the broadband connection has been installed.
- b. **Emergency Committee: To receive an update.** The Emergency Committee Chair has circulated information. There is money in the council's budget to support the Emergency Committee. The Emergency Committee Chair to produce a list of necessary items.

12. 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.

Cllr Wilkinson – Add parking issues to next agenda. **Action: Clerk**

Clerk to contact North Yorkshire Highways re potholes on the High Street in view of upcoming cycle race. **Action: Clerk**

Cllr Taylor – Add lighting the bridge to next agenda. **Action: Clerk**

Cllr Haldenby – Will litter pick and assess tree problem at the Mill Lane site, other councillors are welcome to assist.

13. To confirm the date of the next meeting of the Council for 5 March 2019.

Meeting closed: 20:16

Signed: _____ Dated: _____

Chairman