

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

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

**CLERKS PRESENT:** H Heavisides (Clerk & RFO), H Chester (Deputy Clerk).

**POLICE PRESENT:** None

**MEMBERS OF THE PUBLIC PRESENT:** Technical Officer from Harrogate Borough Council

**Late Arrivals:** None

**Early Departures:** J Goss 20:19

**The Meeting opened at 18:35**

1. **To receive apologies and reasons for absence.** None
2. **Declarations of interest in items on the Agenda.** R Windass 9b vii J Goss 9a viii
3. **Approval of the Minutes of the Council held on 5 February 2019. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
4. **Public Questions or Statements. To receive a presentation from Harrogate Borough Council technical officer for renovation of Stumps Cross Recreation Area.** Councillors were presented with three different designs. There is an online consultation ongoing and other local groups will be consulted. All responses will be considered before a final decision is made. Councillors were impressed with all of the designs and thanked the technical officer for attending.

**Technical Officer leaves 18:46**

5. **To receive the following reports:**
  - a. **Policing issues in the Parish: To receive a report from police present.** No police present. Inspector Breen has been active on social media making a positive contribution to dialogue with concerned citizens.
  - b. **County and District Councillor's monthly report.**

**Harrogate Borough Council.** The budget was passed. The Greystones development was discussed at the planning meeting. Taylor Wimpey have agreed to make good any damage caused to surrounding properties.

**North Yorkshire County Council.** The budget was passed. There was a discussion regarding the funding for The Grove Academy, Harrogate, and provision for those excluded from mainstream schools. Some repairs have been made to the road surface on Roecliffe Lane and the dropped kerbs are in progress.
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.** Still awaiting the installation of the logo. The timetable holder is loose and needs a timetable. Ongoing.
  - b. **To receive an update on the Town Council asset evaluation.** The Town Council has received the asset evaluation which has been circulated to the members. Deferred to the next Full Meeting of the Council. Action: Clerk
  - c. **To further discuss the provision of groups for young people in Boroughbridge.** Cllr Haldenby will be meeting with a resident concerned about youth issues. Cllr Taylor has contacted some of those responsible for provision of Youth Services but has had difficulty in being put in touch with an appropriate person. Cllr Phillips reported that there has been some activity from providers on social media.
  - d. **To receive an update on the proposed closure of Barclays Bank.** Cllr Haldenby will be meeting with the Branch Market Leader of Barclays Bank on Wednesday 6 February. Cllr

Phillips has been in conversation with representatives from neighbouring towns who are also affected by bank closures. Some publicity has been generated to raise awareness of this issue.

- e. **To further discuss the arrangements for the Annual Meeting of the Council (Mayor Making) on 7 May 2019.** Jubilee Room is booked. Light refreshments to be provided. Invitations to be sent to members' partners and Civic Heads. **Action: Clerk**

#### 7. Correspondence:

- a. **To receive an invitation for Town Council representation on the Allerton Waste Recovery Park Stakeholder Panel.** Cllr Phillips volunteered to be the Council's representative. Clerk to reply. **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 an update from the Emergency Committee.** Received and noted.
  - ii. **To receive correspondence regarding the UCI World Cycling Championships.** Correspondent is requesting suggestions for promoting Boroughbridge during this championship event. Councillors were interested in supporting this event. Clerk to reply to correspondent asking for further information. **Action: Clerk**

#### 8. New Business.

- a. **To receive information regarding the flooding on New Row/Ladywell Road junction.** Councillors are concerned that a longer-term solution is found for this problem rather than short-term actions. Clerk to contact North Yorkshire Highways regarding this issue. Cllr Windass will mention this issue at his next meeting with the NYCC Highways department. **Action: Clerk/Cllr Windass**
- b. **To discuss parking in the parish.** Councillors are concerned about dangerous parking in the locality of the Primary School. Clerk to contact North Yorkshire and request white zigzags to be extended along York Road. Clerk to contact headteacher and chair of governors expressing concern about dangerous parking and reminding them of the offer to use parking at the Sports Club. Cllr Wilkinson to proofread. **Action: Clerk/Cllr Wilkinson**
- c. **To discuss lighting on the bridge.** Cllr Taylor would like to light the bridge particularly in view of the 2022 commemorations. Investigations into this are ongoing. **Action: Cllr Taylor**
- d. **To discuss the future of Aldborough May Day.** Those organising the event are taking a break this year and hoping to continue with the event in the future with new volunteers taking responsibility. It might possibly become a biennial event. Clerk to write on behalf of the Council expressing appreciation of all the hard work that has gone into running this event over the years. **Action: Clerk**
- e. **To receive notification of the passing of former Councillor, Jennifer Kelly.** The Council offered sincere condolences to her family.

#### 9. Committees

- a. **Finance and Human Resources:**
  - i. **To receive the financial statement and bank reconciliation for February 2019.** APPENDIX 1 - Received and noted.
  - ii. **To agree unpaid invoices for February 2019 to be paid. RESOLUTION:** Payments totalling £3,338.92 approved for payment in line with Finance Regulation 6.9. All in favour. Motion carried. **Action: RFO**
  - iii. **To approve the minutes of the Finance & Human Resources Committee Meeting of 26 February 2019 and the resolutions therein.** Double-glazing now £96.71. Council to reconsider 4f awaiting further information. **RESOLUTION:** To sign the minutes as an accurate record of the meeting held and to **RESOLVE** the recommendations therein, with the exception of items 4e and 4f. All in favour. Motion carried. **RESOLUTION:** To repair rather than remove the bench at the Recreation ground at a cost of £270. All in favour. Motion carried.
  - iv. **To review the Council Asset Register. – APPENDIX 2 –** Updates to the Council Asset Register noted & approved. **Action: Clerk**
  - v. **To confirm additional assets have been added to the insurance cover.** New items, including the CCTV system are now covered on the insurance at no extra cost for the

remainder of 2018/19. There will be an increased premium for 2019/20. Clerk to add other newly identified assets. Action: Clerk

- vi. **To consider direct debit payments for CCTV BT payments. RESOLUTION:** To agree a direct debit of £38 per month. All in favour. Motion carried. Action: Clerk
- vii. **To approve a donation of £70 to Ripon City Council Mayor's Charity Ball.** Approved. Action: Clerk
- viii. **To consider payment to Brighter Boroughbridge of £2100 plus vat for construction work at Chatsworth Road Garden.** Deferred to the next Full Meeting of the Council. Action: Clerk

**Cllr Goss leaves 20:19**

- ix. **To receive an update on commuted sums.** Councillors would like to make a claim for new equipment in the Tourist Information Point. Clerk to ascertain if this is possible. Action: Clerk

**b. Cemeteries and Council Assets:**

- i. **To discuss progress towards the sale of the Tutt Woodland.** Ongoing. Waiting for a response from our solicitors regarding valuation. Clerk to contact solicitors asking them to proceed with existing valuation. Action: Clerk
- ii. **To receive an update on the maintenance of the roundabouts.** No response has been received following a letter to one of the sponsors requesting maintenance work to be completed. **RESOLUTION:** That the sponsors of that roundabout are given notice that they must remove their sponsorship signs by 1 April. All in favour. Motion carried. Action: Clerk  
Another roundabout has unapproved signs. The sponsor has offered to take the signs down. Clerk to contact sponsor to go ahead with removal of unauthorised signs. Action: Clerk
- iii. **To receive an update on the maintenance of the trees on St James's Square.** It is unclear to whom the trees belong. Clerk is making inquiries to confirm ownership before further progress can be made. Action: Clerk
- iv. **To receive a quotation for the cleaning of the War Memorial.** Handyman quotation received for £290 to include scaffolding. Deferred to allow investigations of other cleaning methods.
- v. **To receive a quotation for clearing of debris from the Car Park.** Quotation from handyman of £490 to include skip hire. Deferred to investigate other sources of help for this work.
- vi. **To receive an offer of assistance with general maintenance from the Yorkshire Regiment.** Clerk to respond and ask if they might consider cleaning the war memorial, clearing debris from the car park and Mill Lane site. Action: Clerk
- vii. **To discuss the recent Allotment Society rent review.** The Allotment Society contested the recent rent increase which they believe is not due until 2022. No new lease was drawn up when the extra land was given to the society in 2012. Council to take advice on amending the lease or drawing up a new lease. Action: Clerk
- viii. **To discuss the picnic tables on the Wetherby Road Recreation Ground.** Recent vandalism resulted in uprooting of 2 benches. Council approves work to re-fix these benches. Action: Clerk

- c. **Planning Committee: Approval of the Minutes of the Meeting held on 5 February 2019. RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.

**10. Reports:**

- a. **CCTV: To receive an update on the installation of the new CCTV system.** The CCTV system is now operational. Clerk, police and councillors will meet with suppliers to receive instruction in reporting incidents and necessary work to be completed by the Town Council to meet with legislation. Problems have occurred with the BT broadband billing. System Vision are investigating. The High School are interested in some CCTV coverage outside the school and they are now in touch with System Vision. Cllr Hynes proposed a vote of thanks to Cllr Phillips for all his diligent work on this project. Trees potentially obscuring the view of CCTV

on Back Lane may need cutting back (and also trees near the bridge on the Mill Lane site).  
Clerk to get quotation from tree surgeon. **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.**

**Cllr K Fuller** Litter on A168 – report Minskip roundabout to Roecliffe Lane. **Action: Clerk**

**Cllr J Fuller** Report blocked drains on High Street. **Action: Clerk**

**Cllr R Windass** Brighter Boroughbridge could be adopted as a council responsibility. Clerk to add to next agenda. **Action: Clerk**

**Cllr J Wilkinson** Clerk to make enquiries and arrange council outing to Linton on Ouse Memorial Museum. **Action: Clerk**

- 12. To confirm the date of the next meeting of the Council for 2 April 2019.**

**Meeting closed: 21:21**

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

Chairman