

**BOROUGHBRIDGE TOWN COUNCIL**  
**MINUTES OF**  
**THE MAYOR MAKING (ANNUAL MEETING) OF THE COUNCIL**  
**HELD ON**  
**TUESDAY 7 MAY 2019**  
**AT JUBILEE ROOM, ST JAMES SQUARE, BOROUGHBRIDGE**  
**YO51 9AR**

**COUNCILLORS PRESENT:** G Haldenby (Mayor), K Fuller, J Fuller, M Kaczmarczyk, J Wilkinson, R Windass.

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

**POLICE PRESENT:** None

**MEMBERS OF THE PUBLIC PRESENT:** Mayoress (L Haldenby), Deputy Mayor's Consort (W Kaczmarczyk), 4 Civic Leaders and 4 consorts were present; 4 members of the public were present.

**Late Arrivals:** None

**Early Departures:** None

**The Meeting opened at 18:30**

1. **Election of Boroughbridge Town Mayor 2019/20.** Cllr Wilkinson proposed Cllr Haldenby as Town Mayor for Boroughbridge 2019/20. Cllr K Fuller seconded the proposal. It was **RESOLVED** that Councillor Steven Geoffrey Haldenby be re-elected Town Mayor for a second term of office for the ensuing year. All in favour. Motion carried.
2. **To accept apologies and reason for absence.** J Goss, P Phillips, P Taylor, R Young, S Hynes.
3. **Declarations of interest in items on the Agenda.** None.
4. **Welcome by (retiring) Mayor S G Haldenby and report on the Mayoral year 2018/19.** Cllr Haldenby reported that the Council had enjoyed a successful year and that he had enjoyed the privilege of serving Boroughbridge Town as Mayor.
5. **Invest the Incoming Mayor.** Cllr Wilkinson invested Cllr Haldenby with the Mayoral Chains. Mrs Haldenby was also presented the Mayoress' chains of office.
6. **Declaration of Acceptance of Office.** Councillor Haldenby signed the Declaration of Acceptance of Office of Town Mayor and thanked members for entrusting him with this office for a second term.
7. **Election of Deputy Mayor 2019/20.** Cllr Haldenby nominated Cllr Kaczmarczyk as Deputy Mayor. Cllr J Fuller seconded the proposal. It was **RESOLVED** that, for the ensuing year, Councillor Kaczmarczyk be re-elected Deputy Town Mayor.
8. **Presentation of gifts.** Flowers were presented by the Deputy Mayor to Mayoress Lillian Haldenby and thanks were offered for her hard work in support of the Mayor during 2018/19. Mr Kaczmarczyk received a gift, presented by the Mayor in recognition of his support of the Deputy Mayor during 2018/19.

9. **New Business:** It was **RESOLVED** that the New Business below (9a,b,c) be deferred to the Full Meeting of the Council on 4 June 2019. All in favour. Motion carried.
- a. **Confirmation of appointments to working groups and committees in line with Standing Order 5j.**
  - b. **To confirm the following:**
    - i. Arrangements for insurance cover in respect of all insurable risks.
    - ii. Subscriptions to other bodies
    - iii. Review of Council's expenditure incurred under S137 of the Local Government Act 1972.
  - c. **To review council policy documents in line with Standing Order 5j**  
**To confirm the following policies are up to date and need no alterations:**  
Standing Orders, Finance Regulations, Asset Register, Media Policy, Complaints Procedure, Health and Safety Policy, Guidance for use of Village Greens, Guidance for use of Public Open Spaces, Disciplinary and Grievance Policy, Training Policy, Code of Conduct, Financial and Management Risk Assessment, Debit Card Usage Policy, Data Protection Policy, Document Retention Policy, Information Audit, Publication Scheme, Small Grants and Donations Scheme, Terms of Reference for Committees (Cemeteries & Council Assets, Planning, Finance & Human Resources), Lone Working Policy, Co-option Policy, Cemeteries Regulations.
10. **To confirm the Meetings of Boroughbridge Town Council for 2019/20 at 6.30pm in 1 Hall Square. 1<sup>st</sup> Tuesday of every month.** The next full meeting of the Council will be on Tuesday 4 June 2019.

**Meeting closed: 18.40**

**Refreshments were served.**

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

Chairman