



## **BOROUGHBRIDGE TOWN COUNCIL**

**1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE, YO51 9AN**

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### **MINUTES OF THE MEETING OF THE CEMETERIES AND COUNCIL ASSETS COMMITTEE**

**Tuesday 12 November 2019 at 18.30**

**Present:** R Young, J Goss, P Taylor, S Hynes, J Wilkinson G Haldenby, P Phillips.

**Clerks Present:** J Nichols (Clerk), P Howell (Burial Clerk), H Chester (Deputy Clerk)

Due to the early departure of Cllr Young it was agreed that Cllr Haldenby chair the meeting.

**Late Arrivals:** None

**Early Departures:** R Young (19:00) P Howell (19:00)

**Meeting Opened:** 18:44

- 1. To receive apologies and reason for absence.** M Kaczmarczyk,
  - 2. Declarations of interest in items on the Agenda.** P Phillips (4b)
  - 3. Public Questions and Statements.** None.
  - 4. Cemeteries:**
    - a. To clarify the procedure for effecting the repair of monuments in the cemeteries.** **RESOLUTION:** The proposed clarification be added to the Cemeteries Regulations. **Action: Clerk**
    - b. To receive an update on the headstone testing and repair of Capstick monument from Abbots.** The Deputy Clerk has spoken to Peter Plews and unfortunately they are very busy and are moving the work to 2020. Email to Christine Wilson to report progress. **Action: Clerk**
    - c. To receive a report on action taken in response to request from the Valuation Office Agency.** The Deputy Clerk and Burial Clerk have inspected the cemeteries and responded to the Valuation Office Agency. The responses sent are saved in the Cemeteries file. The Committee expressed their appreciation for this work.
    - d. To receive information on further issues regarding the cemeteries not itemised above.** Cllr Young flagged up that guttering may need clearing at Aldborough and ivy clearing from Boroughbridge shed. Clerk to pass this on to handyman. **Action: Clerk**
- P Howell and R Young leave. 19:00**
- 5. Public Open Spaces:**
    - a. To discuss roundabout sponsorship.** It was suggested that all roundabouts be inspected annually in May. Cllr Goss to do this.
    - b. To discuss general maintenance issues regarding public open spaces.** Clerk to contact Richard Doyle regarding replacement planters. Cllr Goss has some commuted sums money for work at Chatsworth Grove. **Action: Clerk**
  - 6. Council Assets:**
    - a. Tutt Woodland.** There is a meeting scheduled 13 November with the Council's solicitor.  
**Mill Lane.** The Architect has been instructed to proceed with the Topographic Survey and Schematics.

- b. **To receive an update on the Allotment Society Lease.**  
The lease is agreed and has been signed by the Town Council and both copies are now with the Allotment Society for signature by their representatives.
- c. **1 Hall Square: To further discuss the exterior painting of 1 Hall Square and repair of the metalwork.** Clerk to send contractor's details to Cllr Haldenby. **Action:** **Clerk** Damaged metalwork needs to be repaired. Handyman will quote for this work.
- d. **Car Park & Public Toilets: To receive an update on the cleaning of the Car Park and War Memorial.** Car Park clearance completed. Cllr Phillips has cleaned the War Memorial. The Committee thanked Cllr and Mrs Phillips.
- e. **To receive information on any further issues not itemised above.**

- 7. **To agree dates for future meetings of the Committee. To be discussed.**  
Next meeting January 21st

**Meeting closed: 19:41**

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