

BOROUGHBRIDGE TOWN COUNCIL

**MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 4 MAY 2010
IN HALL SQUARE, BOROUGHBRIDGE**

PRESENT: Cllrs. E Vose (Chairman), F Cooper, G Craggs, B Walker, T Walker, J Wilkinson,
District Cllr R Windass, M Winder, R Young, H Nellis (Town Clerk), Angela Merry (Assistant Town Clerk), D Vose, Consort, Deputy Mayoress, B Graggs, Deputy Mayoress Elect, J Young, Iain Maltby, Chair of Boroughbridge Allotment Society (arr.7.00pm)

The Meeting opened at 6.36 pm

- 1. APOLOGIES FOR INABILITY TO ATTEND THE MEETING** – Apologies for inability to attend the meeting were received from Cllr N Smith, District Cllr A Alton
- 2. ELECTION OF TOWN MAYOR 2010/11** – It was **RESOLVED** that Councillor Geoff Craggs be elected Town Mayor for the ensuing year – proposed by Councillor Windass and seconded by Councillor Winder
- 3. ACCEPTANCE OF OFFICE** – Councillor Craggs signed the declaration of acceptance of office of Town Mayor and thanked members for his appointment. With his Mayoress, Mrs Betty Craggs he pledged to work in the best interests of the residents of Boroughbridge, Aldborough and Minskip
- 4. VOTE OF THANKS TO THE RETIRING TOWN MAYOR** – Councillor Craggs thanked Councillor Vose (outgoing Mayor), and Mr David Vose (outgoing Consort) for their services during the year 2009/10
- 5. APPOINTMENT OF DEPUTY TOWN MAYOR FOR THE ENSUING YEAR** – The Town Mayor submitted the name of Councillor Rob Young for election as Deputy Town Mayor for the ensuing year with the motion seconded by Councillor Wilkinson. It was **RESOLVED** that, for the ensuing year, Councillor Rob Young be elected Deputy Town Mayor. Councillor Young thanked members for his appointment and stated that, with the Deputy Mayoress, Mrs Janet Young, he looked forward to representing the Council during the next twelve months
- 6. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS** – It was **RESOLVED** that, for the Mayoral year 2010/11, the members and representatives appointed to the Committees and Working Groups were as identified in **Appendix 1** – proposed by Councillor Young and seconded by Councillor Wilkinson
- 7. GENERAL COUNCIL BUSINESS**
 - a) Approval of the Minutes of the Meeting held on Tuesday 6 April 2010** – It was **RESOLVED** that the Minutes should be signed as an accurate record of the Meeting – proposed by Councillor Windass and seconded by Councillor Young
 - b) Matters arising from the Meeting of the 6 April 2010** - None
 - c) Approval of the Minutes of the Annual Assembly held on Tuesday 20 April 2010** - It was **RESOLVED** that the Minutes should be signed as an accurate record of the Annual Assembly Meeting – proposed by Councillor Young and seconded by Councillor Windass
 - d) To accept the resignation of Councillor Tom Walker, as Town Councillor for the Minskip Ward** – It was **RESOLVED** to accept, with deep regret, Councillor Tom Walker's resignation as Town Councillor for the Minskip Ward. Councillor Craggs proposed a vote of thanks for Councillor Tom Walker and this was seconded by Councillor Young. Councillor Tom Walker replied thanking all Councillors for their support over the last year. It was **RESOLVED** that Tom Walker (outgoing Councillor) remain involved with the Mill Lane project as Chair – proposed by Councillor Young and seconded by Councillor Wilkinson. It was also **RESOLVED** to approve the request to meet the slightly higher costs for the distribution of the Mill Lane community audit – proposed by Councillor Wilkinson and seconded by Councillor Cooper

Tom Walker left the meeting at 7.00pm

<p>e) To agree the terms of the Lease and Agreement of Boroughbridge Allotment Society and to respond to queries submitted by the Society – It was RESOLVED to approve the terms of the Lease and Agreement of Boroughbridge Allotment Society on the proviso that the Allotment Society contact the Water Authority to ascertain the suitability of keeping poultry on the land. It was also agreed that any outdoor furniture and fencing would be restricted to green or brown wood stain only – proposed by Councillor Vose and seconded by Councillor Windass. It was also RESOLVED to grant the request to extend the lease from ten to twenty one years since there is a get out clause in the lease, in favour of the Council – proposed by Councillor Vose and seconded by Councillor Windass. Councillor Wilkinson proposed that the rental charges to be made to the Town Council should be decided at the next Finance Meeting – seconded by Councillor Vose</p>	<p>Finance W.G.</p>
<p>Iain Maltby, secretary of the Boroughbridge Allotment Society, left the meeting at 7.24pm</p>	
<p>f) To agree which councillor/s will submit responses to NYCC re the proposal to develop a Parish Charter between NYCC, parish/town councils, parish meetings and district councils – It was agreed that a copy of NYCC’s proposed Parish Charter should be left in the Council Office for Councillors to read and Councillors Craggs and Wilkinson agreed to fill in the questionnaire on behalf of the Council</p>	<p>GC/JW</p>
<p>g) To receive a request from Yorkshire Local Councils Association to elect two council representatives who will attend branch meetings – It was RESOLVED that Councillor Craggs and Councillor Young should represent Boroughbridge Town Council at Yorkshire Local Council Association branch meetings - proposed by Councillor Cooper and seconded by Councillor Wilkinson</p>	<p>GC/R Clerk</p>
<p>h) To receive a copy of the roundabout signage from Morrisons Supermarkets – It was RESOLVED to approve the erection of the roundabout signs by Morrisons Supermarket which would involve no cost to the Council – proposed by Councillor Young and seconded by Councillor Cooper</p>	<p>Clerk</p>
<p>i) To re-consider a request from a local family to have a photograph of their son included on his headstone in Boroughbridge Cemetery – It was RESOLVED to grant the request and amend the Cemetery Regulations accordingly to allow a portrait-sized photograph (max.9x7cms) to be included on headstones with the Town Council having the final decision on design – proposed by Councillor Cooper and seconded by Councillor Windass. Following the end of year report submitted by the internal auditor, It was also RESOLVED to contact the members of the Hawking family to ascertain what work needed to be done to the plot at Aldborough Cemetery and for the Clerk to obtain quotes for this work – proposed by Councillor Wilkinson and seconded by Councillor Windass</p>	<p>Clerk</p>
<p>j) To confirm final numbers for attendance at the Civic Service on 30 May 2010 – The Clerk informed the Council that forty-eight positive replies had been received</p>	
<p>8. CORRESPONDENCE</p>	
<p>a) To receive notification from Her Majesty’s Coroner that the items found at Aldborough Gate have been recorded as ‘Treasure’ - Noted</p>	
<p>b) To receive councillors’ views on a planned run by students from Boroughbridge High School – The Clerk informed councillors that he was still waiting for a reply to several queries that he had sent to the student. It was, therefore, RESOLVED that this item should be re-considered at the next meeting of the Council on Tuesday 1 June 2010</p>	<p>Agenda</p>
<p>c) To receive an invitation from Harrogate Borough Council to attend a free Play Area Inspection Training Course on Thursday 10 June 2010 in the Conference Room at Knapping Mount, West Grove Road, Harrogate – The information was noted but it was agreed that the training course was of no relevance to councillors since Harrogate Borough Council is responsible for the maintenance and inspection of the play area on the Recreation Ground. The Clerk was asked to reply to the invitation</p>	<p>Clerk</p>
<p>9. FINANCE</p>	
<p>a) To receive the financial statement for April 2010 and approve invoices and salaries to be paid – Appendix 2 – Noted and approved – proposed by Councillor Young and</p>	<p>381</p>

<p>seconded by Councillor Cooper. At the request of the Chairman, it was RESOLVED that the Council-owned benches in the Boroughbridge Parish should be painted or treated and the Clerk was asked to obtain a quotation for this work – proposed by Councillor Craggs and seconded by Councillor Windass</p> <p>b) To note recommendations included on the internal auditor’s end-of-year report and agree actions to be taken – Appendix 3 - It was agreed that matters arising from the report should be considered by the Finance and Personnel Working Group. Councillor Wilkinson, as Chairman of this Group, thanked the Clerk, Harry Nellis, for his professionalism and accuracy in dealing with the Council’s financial affairs.</p> <p>c) To receive notification from Harrogate Borough Council re: Commuted Sums with a spend by date of before July 2010 – Councillor Wilkinson agreed to investigate this matter and report back to the Council as soon as possible</p> <p>10. MATTERS ARISING FROM THE COUNCIL’S WORKING GROUPS</p> <p>a) Public Open Spaces – It was RESOLVED to obtain a quotation from Tom Walker, former Councillor, for his professional help in completing the change-of-use planning application forms for Back Lane Car Park – proposed by Councillor Wilkinson and seconded by Councillor Young</p> <p>b) Tourist Information Point – It was RESOLVED to buy fifty copies of the new Ure Walks Guide Book to be sold in the Tourist Office – proposed by Councillor Wilkinson and seconded by Councillor Craggs</p> <p>c) Planning Committee Report – to approve the Minutes of the Meeting held on Tuesday 6 April 2010 and to report on the Meeting held on 4 May 2010 – It was RESOLVED to accept the Minutes of the Meeting held on 6 April 2010 as an accurate record of the decisions taken – proposed by Councillor Walker and seconded by Councillor Young. Councillor Wilkinson reported on the Meeting held earlier that evening</p>	<p>Clerk</p> <p>Finance</p> <p>JW</p>
<p><i>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</i></p>	
<ul style="list-style-type: none"> • Councillor Vose reported that a management company had been called in to assist with the running of the Leisure Centre at the High School 	
<p>11. TO CONFIRM THAT THE DATE OF THE NEXT MEETING OF BOROUGHBRIDGE TOWN COUNCIL IS TUESDAY 1 JUNE 2010 AT 6.30PM IN 1 HALL SQUARE, BOROUGHBRIDGE</p>	
<p>The Meeting closed at 8.07pm</p>	
<p>SIGNED</p>	
<p>DATED</p>	

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