

**BOROUGHBRIDGE TOWN COUNCIL
MINUTES OF THE MEETING HELD ON
TUESDAY 5 APRIL 2011
IN 1 HALL SQUARE, BOROUGHBRIDGE**

PRESENT Cllrs. G Craggs (Chairman), F Cooper, K Fuller, I Maltby, N Smith, B Walker, J Wilkinson, M Winder, R Young, H Nellis (Clerk), J Leith (Assistant Clerk), Stephen Pillar, Harrogate Borough Council, Bereavement Services (arrived 6.34pm)

The Meeting opened at 6.30pm

- 1 To accept apologies for absence** - County Cllr J Watson, District Cllr A Alton, Cllr E Vose
- 2 Declarations of interest in items on the Agenda** – Cllr Fuller item 6; Cllr Wilkinson item 11b
- 3 Approval of the Minutes of the Meeting held on 1 March 2011** - It was **RESOLVED** that the Minutes be signed as an accurate record of the Meeting held on 1 March 2011 proposed by Cllr Young and seconded by Cllr Walker
- 4 Public Questions or Statements – Stephen Pillar from Harrogate Borough Council Bereavement Services to explain** – Stephen Pillar explained to the Council the legal procedure for the Transfer of Exclusive Rights and the reasons for transfer of ownership and advised Boroughbridge Town Council to set a date when these new rules could be implemented – it was **RESOLVED** that the date should be 1 June 2011; proposed by Cllr Craggs and seconded by Cllr Cooper. Mr Pillar addressed the matter of the testing of headstones in cemeteries and advised councillors that this had to be done by a person with the appropriate professional qualification; councillors would not be allowed to do this as part of the annual risk assessment. The Clerk was asked to find out how much the training would cost so that a councillor could test the headstones in future
Action: Burial Clerk
Stephen Pillar left the meeting at 6.59pm
- 5 Matters arising from the Minutes of the Meeting held on 1 March 2011**
To discuss the possibility of installing lights on the Ure Bridge on Bridge Street – it was **RESOLVED** To write to North Yorkshire County Council asking if permission would be granted for the installation of lights; proposed by Cllr Wilkinson and seconded by Cllr Winder
Action: Clerk
- 6 To receive an update on the Freedom Parade including a report on the Meeting held on Friday 1 April at Dishforth** – Cllr Fuller declared an interest in this matter. It was **RESOLVED** to approve a contribution of £500 towards the Freedom Parade; proposed by Cllr Cooper and seconded by Cllr Smith. The Clerk was asked to obtain a quote for two banners, which would read ‘Boroughbridge welcomes 9 Regiment AAC’ and would depict the logos of Boroughbridge Town Council and 9 Regiment
Action: Clerk
- 7 To receive terms of contract from HBC for the possible transfer of Back Lane Car Park, the public conveniences and the picnic area into the ownership of Boroughbridge Town Council** – It was **RESOLVED** to accept the terms of contract, as set out by Harrogate Council in its documents and letter from the Principal Estates Surveyor dated 10 March 2011, and sign the terms of sale; proposed by Cllr Young and seconded by Cllr Cooper

- 8 To confirm that 1 Hall Square will be in use for polling day on Thursday 5 May 2011 from 6.30am until 10.30pm** - Information noted
- 9 To receive a request from Cross Channel Connections to hold a continental market in Boroughbridge and respond to the questions asked** – it was **RESOLVED** to ask for a representative from Cross Channel Connections to come to Boroughbridge and meet with councillors to assess possible venues and address the questions asked in the written request of 24 March 2011; proposed by Cllr Craggs and seconded by Cllr Wilkinson
- 10 To receive information from HBC re future proposed plans for Waste Collection** – Information noted
- 11 Correspondence**

Any correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered

- a) To receive information from AMT and North Yorkshire County Council about a workshop in Thirsk dealing with ‘Localism’ and ‘Big Society’ and identify which Councillor/s wish to attend – Cllrs Young, Craggs, Fuller and Wilkinson expressed an interest in attending
Action: Clerk
- b) To receive a request from Boroughbridge and District and Trade for an increase in the Council’s current donation towards Christmas lights – It was **RESOLVED** not to make any additional financial contribution in view of the current economic climate; proposed by Cllr Fuller and seconded by Cllr Smith. Cllr Wilkinson declared an interest
Action: Clerk

12 Finance

- a) To receive the financial statement for March 2011 – **Appendix 1** - Noted and approved subject to audit; proposed by Cllr Young and seconded by Cllr Wilkinson
- b) To agree invoices/salaries to be paid - Appendix 1 – Noted and agreed – proposed by Cllr Young and seconded by Cllr Cooper
Action: Clerk
- c) To receive the Minutes of the Finance and Personnel Working Group meeting held on Tuesday 29 March 2011 to include the 4th quarter Budget comparison – **Appendix 2**
- d) To receive notification that the end-of-year internal audit will take place on Monday 18 April in 1 Hall Square, starting at 8.30am - noted

13 Working Groups and Committees

- a) Planning Committee to include a report on the planning decisions and planning enforcement notices received during March 2011. Cllr Wilkinson reported
- b) TIP Report for March 2011 – The clerk reported that there had been 287 visitors during March, the official tourist season started on 28 March 2011 and two more volunteers are needed to complete the rota. The clerk also reported that a visit had been arranged, for the volunteers, to the Tourist Information Centre in Harrogate on Thursday 7 April 2011
- c) Schools Liaison, Youth and Recreation Ground – nothing to report
- d) Website Working Group – nothing to report
- e) Cemeteries: a) to receive the Minutes of the Meeting held on 1 March 2011 (**Appendix 3**) and b) to discuss items on the Agenda of the Meeting originally planned to take place on 29 March 2011 (**Appendix 4**)
- f) Mill Lane – nothing to report
- g) Public Open Spaces – nothing to report
- h) Community Office – nothing to report
- i) Aldborough Gate – nothing to report

j) Yore Vision – nothing to repor

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 Maltby reported on the last Library Steering Group Meeting and informed councillors that he, together with three others, had put together a business plan for the future running of the Library. He also informed councillors that the next Meeting of the Steering Group is to be held on Tuesday 12 April 2011 at 7.00pm in 1 Hall Square
- Cllr Wilkinson highlighted the need to have the potholes filled in between Ladywell and Springfield Road and Grove
- Cllr Maltby reported that the organisers of the Aldborough and Boroughbridge Show were looking into the cost of hiring a mini-bus for transporting potential visitors to the Show from the surrounding area
- Cllr Fuller reported that a local resident is concerned about the amount of ivy now strangling the trees on the Mallard Walk side of the Tutt Woodland; this could possibly act as a windbreak in high winds and cause the trees to become uprooted and fall into neighbouring property

15 To confirm that the date of the next Meeting of Boroughbridge Town Council is TUESDAY 3 MAY 2011 at 6.30pm in 1 Hall Square, Boroughbridge

The Meeting closed at 8.30pm

Signed: ----- (Chairman)

Dated: -----