

**BOROUGHBRIDGE TOWN COUNCIL  
MINUTES OF THE MEETING HELD ON  
TUESDAY 3 MAY 2011  
IN 1 HALL SQUARE, BOROUGHBRIDGE**

**PRESENT** Cllrs. G Craggs (Chairman), K Fuller, I Maltby, N Smith, E Vose, B Walker, J Wilkinson, R Windass, M Winder, R Young, H Nellis (Clerk), J Leith (Assistant Clerk), Cpt Sam Marshall from 9 Regiment AAC, Cpt Charles Monnington from 9 Regiment AAC

**The Meeting opened at 6.30pm**

- 1 To accept apologies for absence – Cllr F Cooper**
- 2 Declarations of interest in items on the Agenda – None**
- 3 Approval of the Minutes of the Meeting held on 5 April 2011 - It was RESOLVED that the Minutes be signed as an accurate record of the Meeting held on 5 April 2011: proposed by Cllr Young and seconded by Cllr Walker**
- 4 Public Questions or Statements – None**
- 5 Matters arising from the Minutes of the Meeting held on 1 March 2011 - None**
- 6 To approve the Minutes of the Annual Assembly held on Tuesday 19 April 2011 – It was RESOLVED that the Minutes be signed as an accurate record of the Meeting held on Tuesday 19 April 2011: proposed by Cllr Fuller and seconded by Cllr Vose**
- 7 To receive details from h2ope re the feasibility of a hydro electric installation in Boroughbridge and consider what action to take – It was agreed that this information should be forwarded to Langthorpe Parish Council for consideration at the next Joint Parish Council Meeting**  
**Action: Clerk**
- 8 To receive a questionnaire from Chameleon Arts re current community facilities available in Boroughbridge and decide if the Council would like to submit responses - It was agreed that this is a further item that should be considered at the next Joint Parish Council Meeting**  
**Action: Clerk**
- 9 To confirm that a representative from Cross Channel Connections will be in Boroughbridge in early June to meet with Councillors re the possibility of holding a continental market in the Town later in the year - Noted**
- 10 To receive an update on Boroughbridge Freedom Parade 2011 –Cpt Sam Marshall and Cpt Charles Monnington updated members of the Council on the arrangements for this year's Parade and the security measures that were to be in place on 12 and 13 May 2011 when His Royal Highness, The Prince of Wales, will take the salute and present medals to the men from 9 Regiment AAC, who have completed a tour of duty in Afghanistan. Councillors approved the wording of a leaflet that would inform local traders and residents of arrangements, particularly with regard to parking in the Town**  
Cpt Marshall and Cpt Monnington left the meeting at 6.50pm  
**Action: Clerk/9 Regiment AAC**
- 11 To receive a request from HBC to complete a questionnaire reviewing Polling Stations in the district and agree which councillor/s will fill this in – Cllr Fuller volunteered to complete and submit the questionnaire on behalf of the Council**  
**Action: KF**

## 12 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 a letter from a local trader complaining about the inconvenience caused by having a bus stop located in front of his premises** – The letter gave details of the nuisance caused by youngsters congregating on the steps of the premises and leaving litter. It was **RESOLVED** to contact Highways North Yorkshire to ask if a shelter could be installed at the bus stop: proposed by Cllr Craggs and seconded by Cllr Walker  
**Action: Clerk**
- b) **To receive information from Yore Vision re Neighbourhood Green Energy Challenge and the organisation of the Devil's Arrows Festival** - Information noted
- c) **To receive a complaint from a resident of Langthorpe re giant hogweed growing on the river bank outside her premises on Waterside** – It was agreed to pass on this information to Langthorpe Parish Council

## 13 Finance

- a) To receive the financial statement for April 2011 – **Appendix 1** - Noted and approved subject to audit: proposed by Cllr Young and seconded by Cllr Windass
- b) To agree invoices/salaries to be paid – **Appendix 1** – Noted and agreed: proposed by Cllr Young and seconded by Cllr Windass
- c) To receive a request from the Burial Clerk to be able to claim travel expenses –It was **RESOLVED** that the Burial Clerk should be able to claim 45p per mile when travelling on Council business: proposed by Cllr Wilkinson and seconded by Cllr Windass
- d) To receive the internal auditor's report for the end-of-year audit and agree Section 2 (Annual Governance Statement) of the Local Council's Annual Return for the year ended 31 March 2011 – It was noted that the internal auditor's report included no recommendations for improvement. The Clerk informed councillors that he had asked the auditor to review the figures on the variances sheet and, therefore, recommended that the Governance Statement be left un-signed until the next Meeting of the Council on Tuesday 17 May 2011  
**Action: Clerk / Agenda**
- e) To agree the cost of 4 plaques at a total of £149 + VAT (+ £5.00 carriage) depicting the crest of the Town Council and to agree an inscription – It was **RESOLVED** that the quotation be accepted: proposed by Cllr Wilkinson and seconded by Cllr Vose. Cllr Fuller agreed to submit suggestions for appropriate inscriptions for the plaques to be presented to the Officers Mess and Sergeants Mess of 9 Regiment. Cllr Craggs mentioned that he had bought 20 union jacks, @ £8.00 each, to be hung from premises on the High Street and it was **RESOLVED** that the Council would pay for these initially and the flags would then be sold to local businesses: proposed by Cllr Windass and seconded by Cllr Wilkinson  
**Action: Clerk/JW**
- f) To agree a quotation for 3 signs at Boroughbridge Cemetery @ £14.50 + VAT per sign – It was **RESOLVED** to accept the quotation for 3 signs to be made: proposed by Cllr Wilkinson and seconded by Cllr Cllr Smith

**Action: Clerk**

## 14 Working Groups and Committees

- a) Yore Vision – Nothing to report
- b) Planning Committee: to approve the Minutes of the Meeting held on Tuesday 19 April 2011. It was **RESOLVED** to approve the Minutes of the Meeting held on Tuesday 19 April 2011: proposed by Cllr Young and seconded by Cllr Fuller
- c) TIP Report for April 2011 – The Clerk reported that there had been 493 visitors during April and he would like to express his appreciation for the work carried out by the team of volunteers who run the Tourist Office
- d) Schools Liaison, Youth and Recreation Ground – nothing to report

- e) Website Working Group – The Clerk asked for help in trying to enlist new businesses to advertise on the Website. It was **RESOLVED** that a letter be sent to the Chamber of Trade to give details of advertising on the Community Website and ask for their support to encourage local traders to advertise: proposed by Cllr Wilkinson and seconded by Cllr Craggs
- f) Cemeteries: a) to include discussion on the proposed Garden of Remembrance b) to approve the Minutes of the Burial Board of Tuesday 5 April 2011; – The Minutes of the Meeting had not yet been received. The Garden of Remembrance was not seen to be a priority since the edging stones on the pathways in Boroughbridge Cemetery, similar to those in Stonefall Cemetery Harrogate, were there for installing memorial plaques, following cremations. In place of a Garden of Remembrance, it was **RESOLVED** that two weeping willows and a bench should be sited at the bottom of Boroughbridge Cemetery, where the water table is too high for burials: proposed by Cllr Smith and seconded by Cllr Wilkinson. The Clerk was asked to get quotations for a bench, two weeping willows and memorial plaques, together with the cost of fitting  
**Action: Clerk**
- g) Mill Lane – Nothing to report
- h) Public Open Spaces – The Chairman congratulated the Allotments Society on a very successful Grand Opening Day on 1 May 2011
- i) Community Office – Nothing to report
- j) Aldborough Gate – nothing to report

*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 Fuller mentioned the unacceptable number of advertising boards that were appearing on the grass verge outside Morrisons Supermarket and the potential hazard these posed for motorists exiting the supermarket. The Clerk was asked to contact Highways North Yorkshire to ask for them to be removed **Action: Clerk**
- Cllr Maltby presented the Council with a quotation for bus transport to and from the Aldborough and Boroughbridge Show. In principle this was accepted by councillors and will be added to the agenda of the next meeting on 17 May 2011 for approval
- The Clerk was asked to speak to Russell Hume to have the advertising sign removed from the ‘Welcome to Boroughbridge’ sign on Dishforth Road **Action: Clerk**

**15 To confirm that the date of the Annual General Meeting is TUESDAY 17 MAY 2011**

**16 To confirm that the date of the next Meeting of Boroughbridge Town Council is TUESDAY 7 JUNE 2011 at 6.30pm in 1 Hall Square, Boroughbridge**

**The Meeting closed at 8.00pm**

Signed: ----- (Chairman)

Dated: -----

