

BOROUGHBRIDGE TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 2 JUNE 2009 IN 1 HALL SQUARE, BOROUGHBRIDGE

PRESENT: Cllrs E Vose, (Chair), F Cooper, G Craggs., B Walker, J Wilkinson, M Winder, R Young, District Cllr R Windass, H Nellis (Town Clerk), Angela Palmer (Assistant Town Clerk),

- 1 To accept apologies for absence** Cllr S Fieldhouse, N Smith, District Cllr A Alton
- 2 Declarations of interest in items on the Agenda** Cllr Craggs **Item 12**
- 3 Approval of the Minutes of the Meeting held on 5 May 2009** - proposed by Cllr Wilkinson and seconded by Cllr Winder that the Minutes should be signed as an accurate record of the Meeting
- 4 Public Questions or Statements** None
- 5 Matters arising from the Minutes of the Meeting held on 5 May 2009** None
- 6 Approval of the Minutes of the Extraordinary Meeting held on Tuesday 26 May 2009** - proposed by Cllr Young and seconded by Cllr Craggs that the Minutes should be signed as an accurate record of the Meeting
- 7 To agree email contact list for Agendas and Minutes** – It was **RESOLVED** that the contact list should comprise District and County Councillors, local parish council clerks, the Police and the Press for Council Agendas and Minutes
- 8 To agree the date and venue for Civic Service 2009** - It was agreed to hold the Civic Service on Sunday 20 September 2009 at St. James’s Church, Boroughbridge subject to confirmation from Reverend Smith. Cllr Vose proposed holding future Mayor Making Ceremonies/Annual Meeting in conjunction with the Civic Service. This was seconded by Cllr Craggs. The Clerk was requested to find out the dates of Civic Services in other parishes
- 9 To agree Working Groups for 2009/2010 as defined in 12f of Standing Orders** – Suggested amendments to the existing Working Groups were presented to Council Members with no comment. It was **RESOLVED** that the current Chair of each group would call a meeting to elect a new Chair for 2009/10 before the next full Council meeting in July
- 10 To agree signage audit as requested by Boroughbridge Chamber of Trade** – Cllr Cooper agreed to contact The Chamber of Trade to ask for representatives to help carry out this audit
- 11 Correspondence**
 - a) To consider requests from a Minskip resident** – The Clerk was requested to reply to the Minskip resident’s requests detailing responses and comments made by Councillors
 - b) To receive a letter of thanks for the Mayor Making Ceremony** – Noted
 - c) To receive notification of Harrogate District Strategic Partnership Annual Conference to be held at The Pavilions, Harrogate on Thursday 2 July 2009 from 9.00am – 2.00pm** – Noted 1 with no Councillor expressing an interest in attending
 - d) To receive notification of the YLCA (Harrogate Branch) Annual Meeting to be held on Monday 22 June at 7.30pm in the Council Offices, Harrogate and to elect Council representative/s, as requested by YLCA** – Noted
 - e) To confirm Council representation at the Annual CCTV Monitoring Committee Meeting to be held on 16 June 2009 at 5.00pm in the CCTV Control Room, Harrogate and to decide whether a CCTV camera should be installed on the Shared Open Space** - The Chair confirmed that Cllr Walker would represent the Council at the meeting on 16 June 2009
 - f) To confirm attendance at Action for Market Towns first event “Recession Busting for Market Towns” to be held on Wednesday 1 July 2009 from 10.30am-4.30pm at the Ritz Cinema Thirsk** – Noted

Clerk

Clerk

W/Groups
Agenda

FC

Clerk

BW

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

g) To receive a reply from NYCC Corporate Director for Children and Young People’s Service re: Youth Provision in Boroughbridge – Appendix 1 - The Clerk confirmed that a letter of thanks had already been sent to Cynthia Welbourn, Corporate Director of Children and Young People’s Services at North Yorkshire County Council. The Clerk was asked to write a further letter requesting that Members of Boroughbridge Town Council be kept informed of any future developments. Cllrs Craggs and Vose and District Cllr Windass volunteered to represent the Council at the Information Evening concerning future plans for the Leisure Centre at Boroughbridge High School on Wednesday 17 June 2009 at 6.30pm

**Clerk
EV/GC
RW**

Clerk

12 To agree format of signage for sponsorship of J48 roundabout - The format of signage for the sponsorship of the J48 roundabout was agreed by the Planning Committee at their meeting earlier in the evening and subsequently accepted by all councillors. Cllr Craggs declared an interest

13 Finance

a) To receive the financial statement for May 2009 – Appendix 2 - proposed by Cllr Craggs and seconded by Cllr Young

Clerk

b) To agree invoices/salaries to be paid – Appendix 2 - proposed by Cllr Craggs and seconded by Cllr Young

c) To consider buying a replacement computer and printer for the Council Office – It was **RESOLVED** that the Clerk would submit quotations for a new office computer and printer for consideration at the next meeting of the Finance and Personnel Working Group – proposed by Cllr Wilkinson and seconded by Cllr Windass

Clerk

14 Committees/Projects Reports

a) Public Relations Report to and to identify which press release for June 2009 – Coverage of the Mayor Making Ceremony on 21 May 2009 was reported in the local press dated 29 May 2009

b) Schools Liaison, Youth and Recreation Ground Report – Cllr Vose reported that work on the Recreation Ground was on schedule to start at the beginning of July.

c) TIP Report for April 2009 – Appendix 3 - Cllr Wilkinson reported that Harrogate Borough Council would renew the grant for the Tourist Information Point for 2009/2010, following the meeting held on 26 May 2009. The Clerk was asked to write and confirm that Boroughbridge Town Council accepts the terms and conditions

Clerk

d) Planning Committee Report and to approve the Minutes of the Meetings held on 5 and 19 May 2009 and report on the Meeting held on 2 June 2009 - It was **RESOLVED** that the Minutes be accepted as a true record of the decisions made - proposed by Cllr Craggs and seconded by Cllr Young. Cllr Wilkinson reported on the meeting of the Planning Committee earlier that evening. Cllr Wilkinson agreed to fill in the planning application forms for the work to the Tutt Woodland. The Clerk was asked to query why gates had been installed on Valuation Lane, effectively barring public access

Clerk

e) Cemetery Committee Report to include comments from Garden Grooming re moles at Aldborough Cemetery – It was **RESOLVED** that the Cemeteries Committee would reconsider the original quotes received from the pest controllers and ask Council Members to ratify proposals at its next meeting to be held on Tuesday 7 July 2009. The Clerk requested confirmation of the proposed increase in burial fees so that these could be uploaded on to the Community Website

Cemeteries

f) Aldborough Gate Report – Nothing to report

g) Mill Lane Report – The Chair reported that a meeting had been arranged for Wednesday 3 June at 6.30pm at the Mill Lane site with a development control officer of Harrogate Borough Council and a representative from the Bridge Foot Club to consider the options and feasibility of any proposed development of the site. The Clerk reported that a representative of the Environment Agency would be unable to attend that evening but would meet at the site at a mutually-convenient time in the future

**Mill Lane
W.G.**

h) Community Office Report – Nothing to report

i) Public Open Spaces – to report on the Meeting held on Wednesday 13 May 2009 and agree procedure for future bookings of Shared Open Space on Back Lane Car Park – Cllr Vose reported on the meeting held on 13 May 2009 and confirmed the date of the next ‘Discover Boroughbridge’ meeting on Tuesday 9 June 2009 at 6.00pm. It was **RESOLVED** to approve Harrogate Borough Council’s quotation of £75 for the supply and fitting of brackets to support the hanging baskets on the Buttermarket in Hall Square – proposed by Cllr Windass and seconded by Cllr Cooper

**Open
Spaces
W.G.**

j) Yore Vision Report – 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

- The Chair informed Members that Harrogate Borough Council had confirmed that Boroughbridge Town Council could now co-opt a Councillor for Minskip Ward. The closing date for applications of 26 June 2009 was agreed and adverts will be posted up accordingly
- Cllr Wilkinson suggested that the Council apply immediately for planning permission for the change of use for the Public Open Space on Back Lane Car Park

**Clerk
Planning
Clerk**

15 To confirm that the date of the next meeting of Boroughbridge Town Council is Tuesday 7 July 2009 in 1 Hall Square, Boroughbridge

The Meeting closed at 8.40pm

SIGNED.....
CHAIRMAN

DATED.....

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