

**BOROUGHBRIDGE TOWN COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 7 DECEMBER 2010
IN 1 HALL SQUARE, BOROUGHBRIDGE**

PRESENT: G Craggs (Chairman), F Cooper, K Fuller, I Maltby, J Wilkinson, R Windass, M Winder, R Young, H Nellis (Clerk), A Merry (Assistant Clerk), Chair of Governors, Boroughbridge High School

The Meeting opened at 6.30pm

- 1 To accept apologies for absence** - Cllrs N Smith, E Vose, District Cllr A Alton, County Cllr J Watson
- 2 Declarations of interest in items on the Agenda** - None
- 3 Approval of the Minutes of the Meeting held on 2 November 2010** - It was **RESOLVED** that the Minutes be signed as an accurate record of the Meeting held - proposed by Cllr Fuller and seconded by Cllr Winder

4 Public Questions or Statements

a) The new Chair of Governors of Boroughbridge High School, Mrs Jane Charlton, to address the Council – The new Chair of Governors, Jane Charlton introduced herself to the members of the Council and informed them of the continuing success of the High School including their best-ever exam results. The Leisure Centre was running to capacity although the condition of the squash courts remains a concern and, as they need total refurbishment, the Governing body has decided to re-develop the site. The Chair of Governors stated that a commitment to become more involved with the local community at all levels was one of the school's prime objectives. Cllr Craggs thanked Jane Charlton for her attendance and stated that the Town Council looked forward to a closer working relationship with the High School and would lend its full support to any future initiatives. Cllr Craggs gave an assurance that the Council would try to secure available 106 money for the proposed installation of a new footpath leading to the Leisure Centre and Youth Centre

ACTION: Clerk: High School

- 5 Matters arising from the Minutes of the Meeting held on 2 November 2010** - None
- 6 To confirm that all risk assessments have been reviewed and amended as appropriate and all appliance servicing and PAT testing has now been completed** - Noted
- 7 To agree opening times for the Council Office during the Christmas period** – It was **RESOLVED** to adopt the same opening times for Boroughbridge Town Council during the Christmas period as Harrogate Borough Council and Knaresborough Town Council. The Town Council's office will, therefore, be closed on Monday 27th, Tuesday 28th, Friday 31st December 2010 and Monday 3rd January 2011 – proposed by Cllr Wilkinson and seconded by Cllr Windass

8 Correspondence

- a) To receive a letter of thanks from the managers of the Tourist Information Point for the Council's retirement gift** - Noted
- b) To receive notification from Harrogate Borough Council of the postponement of the North Yorkshire Strategic Housing Market Assessment** - Noted
- c) To receive information from North Yorkshire County Council re its Winter Maintenance Service** - Noted
- d) To receive notification of the next Census to be held on March 27 2011 and how to find information on how individuals can help to gather the information needed** - Noted
- e) To receive a request from Harrogate Borough Council to complete a Harrogate District Local Development Framework Settlement Survey update on Aldborough and Minskip and to agree which councillors should fill in the questionnaires** – It was agreed that Cllr Fuller would complete the survey for Minskip and Cllr Vose for Aldborough with assistance from Cllr Wilkinson

ACTION: KF; EV; JW

f) To receive an update from County Councillor Watson on the future of Boroughbridge Library – It was **RESOLVED** to write to North Yorkshire County Council to object strongly to the potential closure of Boroughbridge Library – proposed by Cllr Wilkinson and seconded by Cllr Windass. It was also **RESOLVED** that if the library were to close the Town Council would look into the possibility of using the building for a community centre for the Town

ACTION: Clerk; RW; GC; FC; IM

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

- g) To receive information on an update on Allerton Park Waste Plant from NYWAG** – Noted

h) To receive a letter of complaint from a local resident about the un-cleared roads in Aldborough –
Noted. The Clerk was asked to forward the letter to Highways North Yorkshire

ACTION: Clerk

9 To confirm that Boroughbridge Town Council would like closer involvement in the organisation of the Boroughbridge and Aldborough Show and to agree which councillor/s will represent the Town Council at future Meetings of the Committee – Cllrs Fuller and Maltby agreed to represent Boroughbridge Town Council at any future meetings of the Boroughbridge and Aldborough Show

ACTION: Clerk: KF:IM

10 To receive a request from Boroughbridge High School for a financial contribution towards the installation of a footpath to be used by children attending the Youth Centre – Dealt with under **Item 4**

11 Agenda of the Meeting of the Finance and Personnel Working Group cancelled on Tuesday 30 November 2010 because of bad weather

1. To receive the internal auditor's report following the half-yearly audit carried out on Wednesday 3 November 2010 – Following the inspection of the Council's accounts and financial procedures on Wednesday 3 November 2010 a recommendation was made to review the current financial regulations to comply with legal requirements

2. To review the Council's Financial Regulations – No changes were proposed to the current regulations. It was noted that the Council's Standing Orders complied with NALC's recommendations, having been reviewed in July 2010

3. To approve the cost of repair and painting to the Turner bench in Hall Square – It was **RESOLVED** to accept the quotation of £82.25 to have the newly-installed bench repaired and stained following vandalism by a group of local young people. Proposed by Cllr Young and seconded by Cllr Wilkinson

Action: Clerk

4. To receive an update on the Budget for 2010/11 – The comparison between the forecast Budget and the actual financial situation was well-received and Cllr Wilkinson thanked the Clerk for his work and management of the Council's finances

5. Community Centre – to consider a financial contribution to Yore Vision for the feasibility study – to be presented to full Council on Tuesday 7 December 2010 – In view of the current financial climate, It was **RESOLVED** not to support this request: proposed by Cllr Craggs and seconded by Cllr Winder

Action: Clerk

6. To approve the cost of Christmas lights around the Fountain and repairs to existing Fountain lights
It was **RESOLVED** to accept the quotation of £588.44, including VAT, from Tetleys Electrical and noted that Boroughbridge Chamber of Trade would contribute towards the cost: proposed by Cllr Wilkinson and seconded by Cllr Young

12 Finance

a) To receive the financial statement for November 2010 - Appendix 1 – Noted and approved subject to audit – proposed by Cllr. Young and seconded by Cllr. Cooper

b) To agree invoices/salaries to be paid - Appendix 1 – Noted and agreed – proposed by Cllr. Young and seconded by Cllr. Cooper

c) To confirm the appointment of Terry Flatters as the new internal auditor to Boroughbridge Town Council – It was **RESOLVED** to confirm the appointment of Terry Flatters as the new internal auditor to Boroughbridge Town Council and noted that the internal auditor's fee, which has remained the same since 2006, would rise from £270 to £290 – proposed by Cllr Young and seconded by Cllr Windass

13 Working Groups and Committees

a) Planning Committee – to consider the following planning applications:

6.64.259.L.FUL – Installation of floodlights to tennis court – **Boroughbridge Hall, 9 Hall Square, Boroughbridge North Yorkshire YO51 9AN - Due to the postponement of the original meeting date, the deadline for comments had passed**

6.64.371.A.FUL – Erection of replacement single storey rear extension – **Denby House, Main Street, Minskip, York, North Yorkshire YO51 9JF - A –The Town Council has no objections**

6.64.583.H.FUL – Formation of a multi use games area (Revised Scheme) – **Land at Grid Reference 438862 464975 Main Street, Minskip North Yorkshire - C The Town Council does not object to or support the application**

Cllr. Wilkinson highlighted potential planning enforcements and asked that these needed to be followed up. It was **RESOLVED** to renew the seven year lease for Back Lane Car Park at a cost of £40 per annum: proposed by Cllr Young and seconded by Cllr Wilkinson

ACTION: Clerk

b) Website Working Group – The Clerk reported that the revamped Homepage of the website would be going live as soon as NetConstruct had received payment and that the next meeting of the Website Working Group would be on Wednesday 15 December 2010 at 6.30pm in 1 Hall Square

- c) **Cemetery Committee to include a report on the Meeting held earlier that evening** – Cllr Cooper reported on the Cemetery Meeting held earlier that evening. It was **RESOLVED** that all Councillors should be part of the Council’s Burial Board and be invited to future Cemetery Committee Meetings which will be held on the last Tuesday of every month – proposed by Cllr Cooper and seconded by Cllr Winder. It was **RESOLVED** to check the legality of the wording for a sign to deter parking in the lay-by outside Boroughbridge Cemetery – proposed by Cllr Wilkinson and seconded by Cllr Cooper
Jane Charlton left the meeting at 7.50pm, apologising that she had a further meeting at 8.00pm that evening
- d) **Mill Lane** – Nothing to report
- e) **Public Open Spaces** – The bad weather has delayed repairs to the resurfacing of the Community Shared Space on Back Lane Car Park
- f) **Community Office** - Nothing to report
- g) **Aldbrough Gate to include a report on the Meeting held on Thursday 2 December 2010** – Nothing to report as the meeting was cancelled due to the bad weather
- h) **Yore Vision** – Nothing to report
- i) **TIP Report for November 2010** – The Clerk reported that there had been seventy-five visitors in November
- j) **Schools Liaison, Youth and Recreation Ground** – Cllr Windass issued Members of the Council with a letter from Harrogate Borough Council, which referred to the proposed new youth shelter for Back Lane Car Park. The Clerk confirmed that a request had been received from Boroughbridge Youth Council, on 24 September 2010, for discussion by the Council, of such a proposal but no information had yet arrived from HBC. It was **RESOLVED** that Harrogate Borough Council should be sent a copy of the Council’s reply to the Youth Council, which outlined the reasons for opposing such a proposal – proposed by Cllr Young and seconded by Cllr Wilkinson

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 Craggs thanked everyone who had sold raffle tickets in aid of the Mayor’s Appeal for St Michael’s Hospice

14 To confirm that the date of the next Meeting of Boroughbridge Town Council is TUESDAY 4 JANUARY 2011 at 6.30pm in 1 Hall Square, Boroughbridge – It was **RESOLVED** to hold the next full Council Meeting on **Tuesday 11 January 2011** at 6.30pm in 1 Hall Square, Boroughbridge – proposed by Cllr Wilkinson and seconded by Cllr Maltby

The Meeting closed at 8.10pm

Signed: ----- (Chairman)

Dated: -----