

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

**PRESENT** Cllrs. G Craggs (Chairman), F Cooper, K Fuller, I Maltby, E Vose, B Walker, J Wilkinson, R Windass, M Winder, R Young, H Nellis (Clerk), A Merry (Assistant Clerk), Alan Skidmore, Cabinet Member for Car Parks, Harrogate Borough Council, (site visit) Ivan Nicholson, Deputy Head, Boroughbridge High School (arrived 6.46)

**The Meeting opened at 6.30pm**

- 1 To accept apologies for absence** – Cllr N Smith, District Cllr A Alton
  - 2 Declarations of interest in items on the Agenda** – Cllr. Wilkinson - **Item 11**
  - 3 Approval of the Minutes of the Meeting held on 1 February 2011** - It was **RESOLVED** that the Minutes be signed as an accurate record of the Meeting held proposed by Cllr. Vose and seconded by Cllr. Fuller
  - 4 Public Questions or Statements** – None
  - 5 Matters arising from the Minutes of the Meeting held on 1 February 2010**
    - a) To identify a possible community-based project with which Boroughbridge Primary School could be involved** – Cllr Craggs reported that, following his meeting with the Primary School Youth Council, the children had decided to design a poster to highlight awareness of the anti-social behaviour of dog fouling in Boroughbridge. The Clerk informed the Council that the Environmental Health Officer from Harrogate Borough Council had read the Mayor’s article on dog fouling in the local newspaper and wished to pass on his thanks to Boroughbridge Town Council and the school children for taking such an initiative
  - 6 To welcome Alan Skidmore, Cabinet Member for car parks, Harrogate Borough Council – to discuss the future of Back Lane Car Park** – Following a site visit by Councillors Skidmore, Craggs and Windass prior to the meeting, Councillor Windass reported that Harrogate Borough Council is happy to hand over the running of the Car Park, Shared Space and Public Toilets to Boroughbridge Town Council with each party being responsible for its own legal fees. A vote of thanks was given by Cllr Young to District Cllr Windass for all the background work done on behalf of Boroughbridge Town Council to acquire the car park
  - 7 To receive an update on the Aldborough Gate project from the project’s Chairman** – Ivan Nicholson informed members of the Council that the Football Club and the High School and possibly Boroughbridge Cricket Club were currently working on the costing for pitches and changing rooms and that funding was available from the English Cricket Board. Cllr Young agreed to continue to represent Boroughbridge Town Council on the Boroughbridge Community Association Committee with the full support of the Council
- Ivan Nicholson left the meeting at 7.05pm**
- 8 To receive a request from a local resident for the re-instatement of the bench at the end of The Paddock, Boroughbridge** – It was **AGREED** to ask the local resident to put the request, for the re-instatement of the bench at the end of The Paddock, in writing due to the financial implications for the Town Council
- Action: Clerk**
- 9 To confirm the date of the Civic Service 2011** – The time and date for the Civic Service was confirmed as 11.00am on Sunday, 22 May 2011 at St Andrew’s Church, Aldborough

## 10 Correspondence

a) **To receive a request from the Mayoress of Ripon for financial support for this year's Mayor's Appeal** – The Chairman pointed out that the request was not, in fact, for the Mayor's Appeal, but for a fund-raising appeal for Ripon CVS and individuals were being asked to lend their support to this

b) **To receive an update from Highways North Yorkshire re parking outside Boroughbridge Cemetery** – Highways North Yorkshire were disappointed that the Council had rejected their suggestion of simply having no waiting cones placed outside the cemetery when a funeral is to take place and had, instead, requested a 90 minute parking limit

c) **To receive an update from Boroughbridge Youth Council on the youth shelter project** – In its letter dated 14 February 2011, the Youth Council outlines its plans for the installation of a new youth shelter on Back Lane Car Park and gives reasons for rejecting the Council's suggestion to have the shelter placed on the Recreation Ground

d) **To receive details of the North Yorkshire County Council Parish Charter** - Noted

e) **To receive a reminder from HBC to complete the North Yorkshire Strategic Housing Market Assessment survey** – Noted

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

f) **To receive information from Harrogate Borough Council re the withdrawal of discretionary scheme enhancements** – Noted

g) **To receive a request from Harrogate Borough Council to plant a replacement tree at the bottom of the Recreation Ground** – It was **AGREED** to grant this request

**Action: Clerk**

Councillor Windass left the meeting at 7.20pm

h) **To agree a course of action re the Town Maps, following a request from a local resident** – It was **AGREED** to remove the vandalised board on Back Lane Car Park and decide on a replacement at a later date

**Action: Clerk**

i) **To receive an invitation from the Schools Climate Change Officer to attend the Low Carbon Lifestyle Roadshow at Boroughbridge High School on 29<sup>th</sup> March 2011** – It was **AGREED** to send out the invitation to all Councillors

**Action: Clerk**

**11 To agree a date for interviews for post of Assistant Town Clerk** – Cllr Wilkinson declared an interest in this matter. It was **RESOLVED** to hold the interviews for the post of Assistant Clerk on Wednesday 9 March 2011, with a full Council meeting at 6.15pm on Thursday 10<sup>th</sup> March 2011 to ratify the decision – proposed by Cllr Cooper and seconded by Cllr Wilkinson

**Action: Clerk**

**12 To extend an invitation to Councillors to attend the official opening of the Allotment Site on 1 May 201** – Noted with a time to be decided at a later stage

**Action: IM**

## 13 Finance

a) **To receive the financial statement for February 2011 – Appendix 1** - Noted and approved subject to audit – proposed by Cllr Young and seconded by Vose

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

c) **To agree a date for the next Finance and Personnel Group Meeting** – It was **AGREED** to hold the next Finance and Personnel Working Group meeting on Tuesday 29<sup>th</sup> March 2011 at 10.00am

**Action: Clerk**

#### **14 Working Groups and Committees**

a) **TIP Report for February 2011 – Appendix 2 - A** meeting with the TIP volunteers is to be arranged by the Clerks prior to the start of the current tourist season in order to familiarise them with the new arrangements

**Action: Clerks**

b) **Schools Liaison, Youth and Recreation Ground** – Cllr Vose reported that the sixth form block at Boroughbridge High School was now up and running and that the next Community Group coffee morning would be held at 10.00am on Friday 25 March 2011. An invitation was extended to all Councillors. Cllr Vose also reported that the school is seeking to appoint an Associate Governor from within the local community

c) **Website Working Group** – Nothing to report

d) **Cemeteries to include a report on the Meeting held earlier that evening and approve the quotation of £450+VAT for tree works at Aldborough Cemetery** – It was **RESOLVED** to approve the quote of £450 + VAT for tree works at Aldborough Cemetery – proposed by Cllr Cooper and seconded by Cllr Fuller. It was also **RESOLVED** to approve the removal of the rubbish at the side of the Water Rats Club, the expenditure for which was included within the above quote – proposed by Cllr Wilkinson and seconded by Cllr Fuller. Cllr Cooper reported on the meeting held earlier that evening and highlighted the need to identify burial spaces that had been bought in Boroughbridge Cemetery in order to accommodate the site of the new Garden of Remembrance

**Action: Burial Clerk**

e) **Mill Lane** – Dealt with under **Item 14d**

f) **Public Open Spaces** – The Clerk reported that the repairs to the Shared Space surface had now been carried out

g) **Community Office** – Nothing to report

h) **Aldborough Gate** – Dealt with under **Item 7**

i) **Yore Vision** – Nothing to report

j) **Planning Committee** – The following planning applications were considered:

**6.64.716.FUL** – Erection of single storey side and rear extension – **42 Druids Meadow, Boroughbridge, York, North Yorkshire YO51 9NF -- A – The Town Council has no objections**

**6.64.715.FUL** – Erection of single storey front extension – **Millers Croft, Mill Lane, Boroughbridge, York, North Yorkshire YO51 9HL -- A – The Town Council has no objections**

It was **RESOLVED** to approve the minutes of the meeting held on 15 February 2011 – proposed by Cllr Young and seconded by Cllr Walker

*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 Aldborough and Boroughbridge Show Committee meeting held on Wednesday 16 February 2011, stating that they welcomed the offer of help from Boroughbridge Town Council re transport to and from the event and were investigating the costs. The Committee had also agreed to attend Discover Boroughbridge Day

Cllr Fuller reported that the GPO inspection cover on the pavement outside Boroughbridge Social Club was now a serious trip hazard

Cllr Cooper raised the matter of dog fouling complaints by a local resident

Cllr Wilkinson raised the matter of the pot holes and general condition of Ladywell Road and the potential hazard posed by the cones on Bridge Street. Cllr Wilkinson requested the possibility of installing lights on Bridge Street as an agenda item for discussion at the April Council Meeting

**15 To confirm that the date of the next Meeting of Boroughbridge Town Council is TUESDAY 5 APRIL 2011 at 6.30pm in 1 Hall Square, Boroughbridge**

**The Meeting closed at 8.08pm**

Signed: ----- (Chairman)

Dated: -----