

BOROUGHBRIDGE TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 2 SEPTEMBER 2008
IN 1 HALL SQUARE, BOROUGHBRIDGE

PRESENT: Cllrs E Vose (Chair), F Cooper, G Craggs, S Fieldhouse, N Halladay, B Walker, M Winder, District Cllr R Windass, County Cllr J Watson, P C 1282-Neil Waite, H Nellis (Clerk), A Palmer (Assistant Clerk), 4 residents representing the Minskip Village Field Trust

The meeting opened at 6.38pm

1 TO ACCEPT APOLOGIES FOR ABSENCE Cllrs N Smith, J Wilkinson

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA None at this stage of the Meeting

3 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 5 AUGUST 2008

Proposed by Cllr Craggs and seconded by Cllr Halladay as an accurate record of the meetings held on 5 August 2008

4 PUBLIC QUESTIONS OR STATEMENTS

- Item 7 on the Agenda was addressed at this stage of the Meeting. Representative of the Minskip Village Trust put forward the case for a new village hall and recreational facilities for young people. In response to a letter from Sean Wright, Systems & Information Officer at HBC, requesting the Council's views on the allocation of commuted sums to village halls in Minskip, Members of the Council agreed to make a formal recommendation that the commuted sums be allocated to the existing Village Hall. This would be subject to lodging a formal planning application with HBC for any proposed future works. It was **RESOLVED** that the Clerk would invite Sean Wright to a planning meeting in order to clarify the criteria for the allocation of commuted sums.

Proposed by Cllr Craggs and seconded by Cllr Windass

- PC Waite reported on the situation re: disturbances at the flats at Vicarage View. It was **RESOLVED** that the Clerk would respond to an update on the problem received from HBC's Environmental Protection Manager stressing that Boroughbridge Town Council is not prepared to tolerate such behaviour in the Community – proposed by Cllr Craggs and seconded by Cllr Windass

5 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 8 5 AUGUST 2008

a) item 5b – a request from a resident of Marton cum Grafton to hold a cake stall on the Fountain Apron on 14 September 2008 – The Clerk reported that a message had been received to say that this was no longer required

b) item 6 – to confirm that all Risk Assessments have now been reviewed and amended as appropriate by the Working Groups – The Clerk reported that all have now been completed

c) item 9n – to confirm possible locations and type of floral display requested by Kirby Joinery
It was **RESOLVED** that Cllr Cooper on behalf of Boroughbridge in Bloom would contact HBC to request changing the hanging baskets to flower troughs in front of the Buttermarket and to meet with Kirby Joinery to discuss the possibility of sponsoring the troughs, together with the planters in St James's Square

6 CORRESPONDENCE

a) Letter from a local resident re the use of Aldborough Green - for information and possible action – It was **RESOLVED** to send a copy of the letter to YLCA for advice and then to file both letters for future reference - proposed by Cllr Vose and seconded by Cllr Craggs

Clerk

Clerk

FC

Clerk

<p>b) Harrogate Rural Safety Bids – to receive confirmation of successful bids from North Yorkshire County Council – The Clerk confirmed that a further £2000 had been allocated for 2008/09 towards traffic calming measures in Minskip. Cllr Halladay agreed to canvas Minskip residents as to what they would really like in the way of traffic calming measures</p>	<p>NH</p>
<p>c) Mencap – request for a donation towards the Youth Democracy Project in Harrogate – It was RESOLVED to give a donation of £50 to Mencap – proposed by Cllr. Cooper and seconded by Cllr. Craggs</p>	<p>Clerk</p>
<p>d) Boroughbridge and District Community Care – 100 Plus Club – request for Councillors to support by joining at an annual membership of £12.00 – This was noted by all Councillors present</p>	
<p>e) Letter from a resident of Kingfisher Reach re effect of overhanging trees from Tutt Woodland – It was agreed that the Clerk write to the resident stating the Council’s position on this matter and informing them that no remedial work can be undertaken by the Council</p>	<p>Clerk</p>
<p>f) Prince’s Trust Programme – to receive the programme and aims from the programme’s co-ordinator – This was noted by all Councillors present and Cllr Vose reported that this information had been highlighted in the Mayor’s Diary</p>	
<p>g) YLCA – CSV Make a Difference Day – to confirm this year’s dates and identify any possible involvement from Boroughbridge Town Council – Saturday 25 October was confirmed as the Activity Day date and this was noted by all Councillors present</p>	
<p>h) HBC – to receive an update on the current position re a complaint from a local resident about disturbance caused at the flats at Vicarage View, Boroughbridge and to receive information contained in an incident log compiled by the complainant – Dealt with under Item 4</p>	
<p>i) HBC – to receive confirmation of the election of a representative to the Standards Committee (Eastern Area Grouping) – Information received and noted by all Councillors present</p>	
<p>j) To receive information from the Action for Market Towns re the Annual Convention to be held in Skipton on 1 & 2 October 2008 and identify any Council involvement – Noted by all Councillors present with no Councillors expressing an interest</p>	
<p>Any correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered</p>	
<p>k) To receive information on HBC Parish Councillor Training – Administration and Electoral Issues and to identify any councillors who wish to take part – Cllr Fieldhouse expressed an interest to attend. The Clerk to supply Cllr Fieldhouse with all relevant details</p>	<p>Clerk</p>
<p>l) To receive event information from HBC on fundraising-‘Meet The Funder’-to take place at King James School, Knaresborough on Tuesday 28 October 2008 – It was suggested the Clerk pass on this information to the Aldborough Gate Committee</p>	<p>Clerk</p>
<p><u>7 COMMUTED SUMS FOR VILLAGE HALLS IN MINSKIP – REQUEST FROM HBC FOR THE TOWN COUNCIL’S VIEWS PRIOR TO ALLOCATING FUNDS</u> Dealt with under Item 4</p>	
<p><u>8 TO DETERMINE WHO SHOULD BE ELIGIBLE TO RENT ROOMS IN THE COMMUNITY OFFICE IN 1 HALL SQUARE</u></p>	
<p>It was RESOLVED that the booking of the Community rooms was to be at the discretion of the Town Clerks and that this ruling should be added to the current Standing Orders – proposed by Cllr Craggs and seconded by Cllr Fieldhouse</p>	<p>Clerk</p>

<p><u>9 NEIGHBOURHOOD INITIATIVES – NORWICH UNION PROJECT – DRY RUN FLOOD SIMULATION - TO RECEIVE INFORMATION AND CONSIDER COUNCIL INVOLVEMENT</u></p> <p>Cllr Craggs requested that the Clerk write to the NIF to convene a meeting with Roy Firth, HBC, and local Parish Council representatives on the Emergency Committee</p>	<p>Clerk</p>
<p><u>10 TO RECEIVE A QUESTIONNAIRE FROM HARROGATE BOROUGH COUNCIL ON ITS 10-YEAR VISION AND DECIDE WHICH COUNCILLOR/S SHOULD COMPLETE THE QUESTIONNAIRE</u></p> <p>It was agreed that the Finance and Personnel Working Group would complete the HBC-10 Year Vision questionnaire</p>	<p>Finance W.G</p>
<p><u>11 FINANCE</u></p> <p>a) To receive the financial statement for August 2008 – Appendix 1 – It was RESOLVED that the statement be accepted as an accurate record of the Council’s finances, subject to audit - proposed by Cllr. Craggs and seconded by Cllr. Cooper</p> <p>b) To agree invoices/salaries to be paid – Appendix 1 - It was RESOLVED that the salaries and invoices listed should be paid and a letter of thanks sent to Barry Wilkinson for his work in helping to fit the new lantern heads in Aldborough – proposed by Cllr Craggs and seconded by Cllr Cooper</p> <p>c) To receive Notice of Conclusion of 2007/08 Audit by the External Auditors and consider any recommendations contained in the report – Appendix 2 – It was noted by Councillors present that no recommendations had been made. The Clerk is to upload the information onto the town website</p> <p>d) To receive the financial statement submitted by Aldborough Village Trust and consider the request for a donation of £1000 towards improvements to the Village Hall – Cllr Vose declared an interest. It was RESOLVED to grant a donation of £1000 to the Aldborough Village Trust – proposed by Cllr Halladay and seconded by Cllr Winder with 2 abstentions. The Clerk is to advise the Aldborough Village Hall Trust to apply for possible further funding from County Cllr. John Watson’s ‘personal’ allowance. It was RESOLVED that any future requests for donations must be accompanied by relevant project plans and estimates – proposed by Cllr Craggs and seconded by Cllr Cooper.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><u>12 COMMITTEES/PROJECTS REPORT</u></p> <p>a) Schools Liaison, Youth and Recreation Ground Report- Appendix 3 – Cllr Windass reported that John Collins was to meet with Elaine Dixon, Head Teacher, Boroughbridge High School on September 3rd '08 to receive comments from students about proposed plans for the Recreation Ground. Cllr Watson gave out the results of the GCSE exams and reported on the new programme for footpaths -“The Village Causeway Treatment”- in light traffic areas e.g. estates that are 20/25 years old</p> <p>b) Aldborough Gate Report – Nothing to report</p> <p>c) Mill Lane Report – It was agreed that a meeting would be arranged when the plans for Mill Lane had been located</p> <p>d) Community Office Report – Nothing to report</p> <p>e) Public Open Spaces – It was noted that there had been an omission in item 15f (In Committee) of the Minutes of the Council Meeting held on 1 July 2008 and it was RESOLVED that the following should have been added “It was RESOLVED that the second part of this item should be discussed In Committee on the grounds that publicity would be prejudicial to the public interest by reason of the</p>	<p>Clerk</p> <p>Clerk</p>

<p>confidential nature of the business being transacted” - proposed by Cllr Vose and seconded by Cllr Halladay</p> <p>f) Public Relations report to include the Clerk’s report of the meeting of the Website Working Group held on 2 September 2008. To identify which press release for this month – The Clerk was asked to investigate which website still indicated that Monday is Market Day in Boroughbridge and have this incorrect information removed</p> <p>g) Yore Vision Report – It was reported that Cllrs Vose and Windass are to meet with the Chairman of Yore Vision on Thursday 10th September. The Clerk reported that the Town Walks had been re-uploaded on Boroughbridge Community Website</p> <p>h) TIP Report for July 2008 – Appendix 4</p> <p>i) Planning Committee – to approve the Minutes of the meeting held on 5 August 2008 and report on the Meeting held on 2 September 2008 – Cllr Craggs proposed the approval of the Planning Minutes dated 5 August 2008 and this was seconded by Cllr Walker. Cllr Craggs reported on the Planning Meeting of 2 September 2008 and asked for Councillors to make any comments on the final draft of NYCC Waste Core Strategy, the documents for which would be in the Council Office</p> <p>j) Cemetery Committee Report – Cllr Windass noted that the updated list of burial charges was, in fact, incorrect and asked that the Clerk contact the Burial Clerk to make the necessary amendments prior to posting these on the notice boards in the Cemeteries</p>	<p>Clerk</p> <p>EV/RW</p> <p>All Cllrs</p> <p>Clerk</p>
<p>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 taken to be unlawful if challenged in the future</p>	
<ul style="list-style-type: none"> • Cllr Windass reported that NYCC was sending someone out to inspect the paths along Roecliffe Lane and was awaiting their findings • Cllr Windass raised the matter of the proposed Motorway Service Station, Kirby Hill urging everyone to unite together to oppose the plans • Cllr Craggs requested that the proposed Motorway Service Station, Kirby Hill should be placed on the agenda of the next Joint Parish Council Meeting <p><u>13 TO CONFIRM THAT THE NEXT MEETING OF BOROUGHBRIDGE TOWN COUNCIL WILL BE HELD ON TUESDAY 7 OCTOBER 2008 AT 6.30 PM IN 1, HALL SQUARE, BOROUGHBRIDGE</u></p>	
<p style="text-align: center;">The Meeting closed at 8.45pm</p> <p style="text-align: center;"><u>SIGNED</u></p> <p style="text-align: center;">CHAIRMAN</p> <p style="text-align: center;"><u>DATED</u></p>	

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