

BOROUGHBRIDGE TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 3 JULY 2007
IN 1 HALL SQUARE, BOROUGHBRIDGE

PRESENT: Cllrs R Windass (Chair), F Cooper, G Craggs, R Doyle, I Hick, H Treharne (arrived 6.55pm) E Vose, B Walker, J Wilkinson, R Young, County Councillor J Watson (6.30-7.15pm), H Nellis (Town Clerk), A Palmer (Assistant Town Clerk)

The meeting opened at 6.30pm

1 TO ACCEPT APOLOGIES FOR ABSENCE District Councillor P Phillips, Cllr C Golightly, PC Neil Waite, PC Bill Hickson

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA Cllr Hick item 10(m)

3 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 5 JUNE 2007
Proposed by Cllr Craggs and seconded by Cllr Young as an accurate record of the meeting held on 5 June 2007

4 PUBLIC QUESTIONS OR STATEMENTS None
County Cllr Watson outlined the proposed works to replace the pavement in Hall Square with concrete slabs. It was **AGREED** that NYCC should honour its commitment to the Council by laying slabs of the original design, thus restoring the pavement to its former state. Councillor Watson was reminded of other issues of concern in the Town, namely the drainage and traffic problems on Springfield Road, the need to modernise the sewage system in Boroughbridge and the long-awaited alteration to the parking restriction signs in the Town Centre

5 MATTERS ARISING FROM THE MINUTES OF THE MEETINGS HELD 5 JUNE 2007

a) **To ratify the appointment of the Assistant Town Clerk** Mrs Angela Palmer was formally introduced and welcomed by Cllr Windass and it was **AGREED** that she should assume the post under the conditions of contract on a 3 month trial period. Cllr Young proposed the appointment and this was seconded by Cllr Craggs

b) **Review of Standing Orders to include stance to be taken on anonymous mail** Cllr Hick had issued Cllrs with revised Standing Orders for 2007 / 08 prior to the meeting. These included paragraph 12(2) of the Model Code of Conduct and future procedure by the Council for dealing with complaints. Cllr Craggs proposed adopting these; this was seconded by Cllr Doyle and agreed by Council

c) **Future of the Back Lane Car Park – considered under item 10a**

d) **To ratify Working groups and Committees for 2007/08** It was **AGREED** that the Boroughbridge Sports Association and Community Education Groups should be disbanded, together with the Youth Council Working Group, as agreed at the meeting held on 3 June 2007

6 TO CONSIDER THE SUPPORT THAT CAN BE OFFERED TO FOREIGN WORKERS TO HELP INTEGRATE INTO THE LOCAL COMMUNITY

Councillors **AGREED** that the onus for this should rest primarily with local employers. Cllr Doyle proposed writing to the major employers in the Town and this was seconded by Cllr Craggs

Clerk

7 FUTURE OF THE MOBILE CINEMA

It was **AGREED** that Boroughbridge Town Council should apply to NYCC for the licence to start from 1 September 2007 to show films in the meeting room above the Resource Centre in St James's Square. This was proposed by Cllr Craggs and seconded by Cllr Treharne

Clerk

<p>8 CORRESPONDENCE</p>	
<p>a) Two letters from Minskip residents – dealt with under item 10f</p>	Clerk
<p>b) HBC garden waste recycling services – High Street and Eastgate It was AGREED to write again to HBC pointing out that all residents pay the HBC Community Charge and are, therefore, entitled to the same service. Cllr Hick formally proposed the motion and this was seconded by Cllr Craggs</p>	Clerk
<p>c) Letter from local resident re: naming of new Rose Manor development It was AGREED to submit a further letter to Orchard Care Homes, on behalf of the Council, expressing concern at the proposed names ‘The Hall’ and ‘The Lodge’ as they appeared in the local paper of Friday 15 June 2007. Cllr Doyle, as resident of the Hall, said that he would also write. It was also AGREED that the letter should point out the Council’s disapproval of the parking of contractors’ vehicles on the grass verges outside the development</p>	Clerk
<p>d) Letter from the Chairman of Harrogate & District Access Group re: removal of bench at the end of ‘The Paddock’ It was pointed out that there is second bench located a few yards further on from the one that was removed and councillors, therefore, AGREED that no further action should be taken at this stage. The Chairman will be notified in writing</p>	Clerk
<p>e) Harrogate District Strategic Partnership – Annual Conference This will be held on 18 July 2007 at the Pavilions, Harrogate. No councillor expressed an interest in attending</p>	
<p>f) NYCC – Hall Square pavement in 2007/08 programme of work Reaction to this item was dealt with by County Councillor Watson under item 4 of the Agenda</p>	
<p>g) Invitation to an exhibition to commemorate the end of slavery The Historical Society sent information of this event to be held in the Resource Centre at 7.30pm on Friday 13 July 2007 and it was AGREED that details of this should be publicised on the Boroughbridge Website</p>	Clerk
<p>h) Letter from local businessman expressing concern about the unsightly weeds and dangerous state of repair of the cobbles in St James’s Square It was AGREED that a letter should be sent to the owners of the Square pointing out the concern and asking for them to spray the weeds</p>	
<p>i) A request from District Councillor Phillips for Council representation in future developments at the Primary School It was AGREED that Cllr Phillips should first put his request in writing to the Council and then attend the next meeting of the Council to explain the implications in more detail. Cllr Wilkinson proposed this idea and it was seconded by Cllr Craggs</p>	Clerk
<p>14 FINANCE</p>	
<p>a) Bank Balances Appendix 1. Cllr Hick issued councillors with a quarterly financial report and this was proposed by Cllr Young and seconded by Cllr Wilkinson</p>	
<p>b) Invoices and salaries to be paid Appendix 2. Proposed by Cllr Young and seconded by Cllr Craggs.</p>	
<p>c) To approve the purchase of 4 radar keys for the Tourist Information Point @ £2.70 each Proposed by Cllr Young and seconded by Cllr Treharne</p>	Clerk
<p>15 COMMITTEES / PROJECTS REPORTS</p>	
<p>a) Car Park and Picnic Area Report Cllr Hick proposed expanding the Working Group with a view to researching the possibility of extending parking facilities in Boroughbridge and Cllr Cooper seconded the proposal. It was AGREED that the findings should be reported at the Council meeting to be held on Tuesday 4 September 2007. Cllr Wilkinson volunteered to join the Working Group</p>	Agenda RD, HT, JW
<p>b) Public Relations report to include which press releases for this month Cllr Doyle circulated the Minutes of the Web Group meeting held the previous evening – Appendix 3. The purchase of website stickers was AGREED. It was AGREED that this month’s press release should cover the on-line Freedom Parade competition</p>	Clerk RD
<p>c) St James Square Report It was AGREED that the old stone troughs, that have been removed from St James’s Square, should be placed against the wall in Hall Square. Cllr Hick and Craggs AGREED to consult with Peter Greenwood following his offer of help re: the</p>	Clerk

<p>Council's ongoing negotiations with the owners of St James's Square</p> <p>d) Yore Vision Report It was AGREED in principle that the Council would support the match funding request for the 'signage and interpretation' project, to the sum of £1000, either by release of 106 Agreement money or from the Precept, provided that the other communities involved contribute similarly</p>	GC
<p>e) TIP Report Appendix 4. It was AGREED that the small meeting room should be opened up into the TIP room on Friday mornings, as necessary, to accommodate those attending the BCC coffee morning. Cllr Hick proposed the motion and this was seconded by Cllr Doyle. It was also AGREED that TIP volunteers should be allowed to send up to 5 leaflets, as and when needed, following enquiries from the public. Cllr Hick proposed the motion and this was seconded by Cllr Craggs.</p>	Clerk
<p>f) Minskip matters – to consider response to correspondence received Cllr Craggs reported on his attendance at the Minskip Village Hall AGM and councillors AGREED with his proposal for the Council to maintain a neutral stance in the matter and withdraw Council representation from the Village Hall Committee at this time. It was decided that the correspondence received should be placed on file</p>	
<p>g) Planning Committee Meetings – to approve the Minutes of the meetings held on 5 and 26 June 2007 2007 and to report on decision from meeting held on 3 July 2007 The Minutes were proposed by Cllr Craggs and seconded by Cllr Vose. Cllr Wilkinson reported on the planning meeting earlier that evening. 2 applications had been received re: pruning of trees in a conservation area and it was AGREED to refer each request to the arboriculturist of HBC</p>	Clerk
<p>h) Cemetery Committee Report to include complaint from resident of Kingfisher Reach re: overgrown hedge encroaching on his property Cllr Windass reported that the complaint has already been dealt with satisfactorily. It was AGREED to refer the request from High School students re: additions to the Garden of Remembrance in Boroughbridge Cemetery, to the Cemetery Working Group</p>	RW
<p>i) Finance and Admin Working Group Report It was AGREED that the Finance Working Group should review the current insurance cover and provider and that the contents of the Buttermarket and the Nidderdale Chain should be added to the Council's inventory for cover. The outcome of the review would be presented to the full Council at its next meeting on Tuesday 7 August 2007</p>	Clerk Finance Agenda
<p>j) Schools' Liaison Report to include future of anti-social behaviour meetings In the absence of Cllr Golightly, there is nothing to report</p>	
<p>k) Aldborough Gate Report The Secretary of BCA had submitted an update report on the Aldborough Gate Project as requested at the June's Council meeting. Cllr Hick proposed inviting the Chairman and Committee to attend the September meeting of the Council, at 8.30pm. Cllr Craggs supported the proposal</p>	
<p>l) Tutt Woodland Report – to consider action to support residents of Kingfisher Reach re: overhanging trees Cllr Cooper reported that she had met with the local residents. Representatives from FWAG were present and agreed that pruning work to the trees was needed at an estimated cost of £1000-£1200. FWAG also reported on the erosion of the sides of the river. Councillors AGREED that the matter be reported to the Environment Agency for action.</p>	Clerk
<p>m) Mill Lane Report Cllr Craggs reported on the meeting between Council representatives and the Boroughbridge and District Club held in 1 Hall Square on Thursday 14 June 2007 – Appendix 5. Cllr Windass confirmed that he would be joining the Working Group</p>	
<p>n) Community Office Report Cllr Windass proposed fitting a key pad to the door of the Council office and this was seconded by Cllr Wilkinson. Cllr Doyle kindly offered to supply a key pad</p>	RD
<p>o) Hall Square Report Councillors all AGREED that the drains in and around Hall Square needed clearing</p>	Clerk

<p>p) Roundabouts Report It was AGREED that a further letter be sent to Alexander Motors to remind them of the need to change the signage on the Stump Cross Roundabout. Cllr Hick proposed the motion and it was seconded by Cllr Doyle</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>	
<p>- Cllr Cooper was unhappy about the manner in which the anonymous letter of 17 May 2007 was dealt with</p> <p>- Cllr Young reported the problem of overhanging trees on York Road and it was AGREED to contact Messrs Greenwood in their capacity as land agents for the estate</p> <p>- Cllr Craggs volunteered to get a valuation of the Nidderdale Chain so that it can be added to the Council's insurance policy</p> <p>- Cllr Hick mentioned that confirmation was still needed of the church service to be held on Sunday 29 July 2007 and Cllr Windass said that he would deal with the matter</p> <p>- Cllr Wilkinson reported on the vandalism to the Sports Pavilion of which the Council had already received notification</p> <p><u>17 TO CONFIRM THE DATE OF THE NEXT MEETING OF BOROUGHBRIDGE TOWN COUNCIL WILL BE HELD ON TUESDAY 7 AUGUST 2007 AT 6.30 PM IN 1 HALL SQUARE, BOROUGHBRIDGE</u></p> <p style="text-align: center;">The Meeting closed at 8.51pm</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>	<p>Clerk</p>

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