

BOROUGHBRIDGE TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 6 NOVEMBER 2007 IN 1 HALL SQUARE, BOROUGHBRIDGE

PRESENT: Cllrs R Windass (Chair), F Cooper, G Craggs, R Doyle, I Hick (6.46pm), H Treharne, E Vose, B Walker, J Wilkinson (6.35pm), M Winder, R Young, H Nellis (Town Clerk), A Palmer (Assistant Town Clerk), Ron Walker, Boroughbridge Historical Society, John Collins, Area Youth Worker

The meeting opened at 6.30pm

1 TO ACCEPT APOLOGIES FOR ABSENCE District Cllr, Anthony Alton, Mark Stamper, Community Constable

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA Cllr Wilkinson – item 13c; Cllrs I Hick, H Treharne, J Wilkinson – item 14a

3 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 2 OCTOBER 2007
- Proposed by Cllr Young and seconded by Cllr Cooper as an accurate record of the meeting held on 2 October 2007

4 PUBLIC QUESTIONS OR STATEMENTS None

5 FORMAL PROPOSAL OF THANKS TO RON WALKER – Cllr Craggs formally thanked Ron Walker for producing the leaflets of local interest and website material for the Tourist Information Point. This was seconded by Cllr Doyle. A letter of thanks was presented to Ron Walker and he gave a short acceptance speech to the councillors

6 MATTERS ARISING FROM THE MINUTES OF THE MEETINGS HELD 2 OCTOBER 2007

a) John Collins, Area Youth Worker – present and planned Youth Provision in Boroughbridge - John Collins gave an outline of Youth Provision and future plans for Boroughbridge and answered questions from councillors. The generous offer from the landlord of The Musketeers public house was a stop-gap measure. HBC, NYCC and the Youth Service were currently negotiating a possible multi-agency product for young people at the High School Leisure Centre site. John Collins distributed the Autumn Programme for the 11-19 year age group which was well received by all members of the council. **see Appendix 1**

b) To agree site for re-location of the Garden of Remembrance and consideration of expenditure involved – After various discussions concerning ownership of land, The British Legion involvement, possible expenditure and liability for the dangerous fence panels it was proposed by Cllr Treharne that a small group of councillors should look at alternative sites, listing the pros and cons accordingly and report back at the next Council meeting in December. This was seconded by Cllr Doyle. Cllrs Cooper, Craggs and Windass volunteered to research this information.

c) Website signage – to consider purchase of signs for litter bins in the town – It was proposed by Cllr Doyle to purchase signs, in keeping with the colours of the bins, to publicise the Town's Website at a cost of £150.00. This was seconded by Cllr Treharne. All members of the council

FC GC
RW
Agenda

RD

<p>were in favour and it was agreed to go ahead with the purchase</p>	
<p>7 HBC – VILLAGE ROAD SAFETY SCHEMES’ BUDGET 2008/2009 – to agree a priority – It was proposed by Cllr Craggs that we put in a request for £2000 for Vehicle Activated Signs for Minskip. This was seconded by Cllr Wilkinson.</p>	Clerk
<p>8 TO AGREE LOCATION OF SANDBAG STORE/S - Cllr Craggs reported that Paul Gill has kindly offered to store sandbags in his dry barn at Langthorpe. The Clerk will write a formal letter of thanks to Paul Gill.</p>	Clerk
<p>9 TO CONFIRM DATE FOR JANUARY COUNCIL MEETING - Cllr Windass proposed January 8th for the next council meeting due to the usual slot falling on a bank holiday. This was seconded by Cllr Walker and all Council members were in agreement. Cllr Young gave his apologies</p>	
<p>10 CHRISTMAS TREE FESTIVAL – to decide on a ‘theme’ and who will be responsible – It was unanimously agreed that the Town Clerk and the Assistant Town Clerk would enter the Christmas Tree Festival with a ‘Litter Awareness’ themed tree</p>	Clerk A/Clerk
<p>11 HARROGATE AND KNARESBOROUGH HIGHWAYS AGENCY – possible termination of the Highways Agency Agreement with HBC – The implications of terminating this agreement with HBC was discussed amongst the councillors. The Clerk was requested to inquire if it included the grass cutting. Cllr Craggs suggested that the Council support HBC because of its good working relationship with them and their sound local knowledge and awareness of local issues. A letter of support will be sent to HBC</p>	Clerk Clerk
<p>12 CORRESPONDENCE</p> <p>a) Dog fouling – In response to a letter to the Council from a frequent visitor to Boroughbridge concerning the dog fouling along the bridleway from Aldborough Road to the river, Cllr Vose proposed that the Clerk arrange for the Dog Wardens to come and hand out bags at the entrance to the lane. The Clerk will reply to the letter informing the lady of the Council’s action. This was seconded by Cllr Windass</p> <p>b) Remembrance Day invitation – Cllr Windass will lay a wreath on behalf of local residents. The Clerk will inform the organisers to reserve 12 seats for Council Members</p> <p>c) Parish Government Conference, 7-9 March ‘08 – Details were read out and were duly noted by all the councillors</p> <p>d) Parish Consultation on Post Office Closures – Councillors were informed about the possible Post Office closures in the area and were told that a 6 week public consultation period will follow the publication of each plan. Useful information can be found on www.postwatch.org.uk.</p> <p>e) Hall Square Footpath – The Clerk informed the Council that the replacing of the flagstones on Hall Square pavement was due to start on the 12th November 2007, subject to weather conditions, and would last approximately 3 weeks. For the duration of the work, Hall Square will be closed to traffic for safety reasons and a local diversion route will be signed via High Street and Back Lane</p> <p>f) County Area Committee for the Harrogate District Meeting – Details of a meeting of the Committee to be held at 9.30am at The Cairn Hotel, Ripon Road, Harrogate on Thursday</p>	Clerk Clerk

<p>8th November 07 were read out and duly noted by the Councillors present</p> <p>g) Boroughbridge Community Care – ‘Carols on the Square’ – The Chairman of BCC, Keith Trott, had written to the Council requesting their permission to use Hall Square for their annual Carol Service on Sunday 9th December 2007 at 4.30pm. The Council were in favour of this request and were in support of BCC having access to the council offices’ electricity supply for the purposes of providing refreshments. The Clerk will inform Keith Trott of the Council’s decision</p>	Clerk
<p>h) Possible Waste Transfer Station in Milby – Cllr Windass read out a letter from County Cllr Watson informing the Council that Milby, despite the strength of representations against the proposal, still remained in the ‘preferred’ category and will now be subjected to a further period of consultation</p>	Clerk
<p>i) Windmills – County Cllr Watson’s letter, re possible sites for windmills, was discussed and commented upon. Cllr Doyle proposed writing to Cllr Watson informing him that the Council were in favour of sustainable energy and that any such proposals should be viewed in the context of a national policy. Cllr Cooper seconded the proposal</p>	Clerk
<p>j) Traffic Issues – email from local businessman – The e mail highlighted two issues; a request to have the 2 parking spaces outside the Resource Centre in St James Square, where only 15mins parking was allowed, more clearly highlighted and the pedestrian crossing on Horsefair/Roecliffe Lane which was frequently ignored by speeding motorists The Council agreed to pass on these concerns to NYCC</p>	Clerk
<p>k) Speeding – Concern about speeding traffic outside B/B High School along the Wetherby Road, was raised in an email from a local resident. The Council agreed that this was a matter for the local police and asked the Clerk to pass it on to North Yorkshire Police</p>	Clerk
<p>13 FINANCE</p>	
<p>a) Bank Balances and results of internal half-yearly audit – Appendix 2. The Clerk informed the Council that the audit had been successfully completed, with only the Risk Management Register highlighted for further reviewing.</p>	FPWG
<p>b) Risk Management – to confirm who will undertake annual review – The Finance Group volunteered to take ownership of the Risk Management Register. It will be reviewed and updated at the next meeting of the Finance and Personnel Working Group.</p>	FPWG
<p>c) Invoices/salaries to be paid -Appendix 3 – Cllr Young proposed paying invoices/salaries and this was seconded by Cllr Craggs. Cllr Wilkinson declared an interest</p>	FPWG
<p>d) To approve £150 expenditure on website signage for litter bins in the town – dealt with under Item 6c</p>	FPWG
<p>e) To approve expenditure for Remembrance Day – Cllr Cooper proposed that the Town Council donate £30 to the Royal British Legion Poppy Appeal. This was seconded by Cllr Treharne</p>	FPWG
<p>14 MATTERS ARISING FROM FINANCE AND PERSONNEL GROUP MEETING HELD ON WEDNESDAY 10 OCTOBER 2007</p>	
<p>a) To consider request from Boroughbridge Chamber of Trade for £500 contribution towards production of new Town Guide – The Chamber of Trade had now supplied the Council with a statement of accounts and it was proposed by Cllr Young to contribute the £500 requested. This was seconded by Cllr Cooper. Cllrs Doyle, Hick, Treharne and Wilkinson declared an interest</p>	Clerk

<p>b) Minskip Community Field Trust – request for financial donation towards proposed improvement works – Minskip Community Field Trust has now supplied the Council with a statement of accounts and it was proposed by Cllr Craggs to contribute £1000 which matched the contribution given to Minskip Village Hall Committee, February 2006. This was seconded by Cllr Doyle</p> <p>c) Ratification of appointment of Assistant Town Clerk following 3 months’ trial period – Cllr Craggs proposed that the Assistant Town Clerk, Mrs Angela Palmer, should have her position made permanent. This was seconded by Cllr Cooper and the motion was carried</p> <p>d) Mayor’s Allowance and Travel Expenses – Appendix 4 item 3 – Cllr Treharne proposed that the £200 Personal Allowance should be transferred into the Mileage Allowance and that this budget should be reviewed in time for the next financial year, to include considering a possible separate allowance for the Deputy Mayor. This was seconded by Cllr Doyle</p> <p>e) To ratify appointment of new councillor for Minskip Ward – Cllr Cooper proposed that Mark Winder be appointed onto the Town Council as a representative of Minskip Ward. Cllr Treharne seconded the proposal with the full support of the other councillors present</p> <p>f) Commuted sums – to confirm allocation and identify priorities – Cllr Doyle proposed and Cllr Treharne seconded the proposal that the £1,593 of commuted sums for maintenance should go ahead. Cllr Treharne also proposed that the Clerk contact Jenny Harrop, Parks and Playgrounds Officer, HBC for clarification re: match funding and identification of projects. This was seconded by Cllr Cooper</p> <p>g) To agree the Precept for 2008/2009 – It was agreed that further discussion of this item should take place at the next meeting of the Finance and Personnel Working Group</p>	<p>Clerk</p> <p>Clerk</p> <p>FPWG</p>
<p>15 COMMITTEES/PROJECTS REPORT</p> <p>a) Hall Square Report – Nothing to report</p> <p>b) Roundabouts Report - Nothing to report</p> <p>c) Car Park and Picnic Area Report – Nothing to report</p> <p>d) Public Relations report to include which press releases for this month – No press release was identified for this month. Cllr Hick volunteered to find a sponsor for the purchase of half-sized pencils advertising Boroughbridge website</p> <p>e) St James’s Square Report - Nothing to report</p> <p>f) Yore Vision Report –Nothing to report</p> <p>g) TIP Report – Appendix 5 – Presents and ‘Thank You’ letters had been given out to TIP volunteers. Gill and Mike Jones were unable to attend the Council meeting to receive a formal proposal of thanks</p> <p>h) Minskip matters –Dealt with under item 14b</p> <p>i) Planning Committee Meeting – to approve the minutes of the meetings held on 2 and 29 October 2007 – Approval of Minutes proposed by Cllr Young and seconded by Cllr Craggs.</p> <p>j) Cemetery Committee Report – Nothing to report</p> <p>k) Finance and Admin Working Group Report – Appendix 4 – Dealt with under item 14</p> <p>l) Schools’ Liaison Report – Nothing to report</p> <p>m) Aldborough Gate Report – Details and information re: Aldborough Gate Project from Douglas Grubb, Chairman, is now on the Boroughbridge Website</p> <p>n) Tutt Woodland Report – Deferred to December meeting</p> <p>o) Mill Lane Report – Nothing to report</p>	<p>IH</p>

p) **Community Office 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 taken to be unlawful if challenged in the future

- Cllr Young raised the issue of dangerous trees in Aldborough Cemetery
- Cllr Hick to circulate the report on ‘Improving the Offer’ to other Council members – **Appendix 6**
- Cllr Craggs informed the Councillors that HBC were considering alterations to the local Conservation Areas and that HBC should be called upon to provide a full report

TO CONFIRM THAT THE NEXT MEETING OF BOROUGHBIDGE TOWN COUNCIL WILL BE HELD ON TUESDAY 4 DECEMBER AT 6.30PM IN 1 HALL SQUARE

The Meeting closed at 8.49pm

SIGNED
CHAIRMAN

DATED

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