

## **BOROUGHBRIDGE TOWN COUNCIL**

### **MINUTES OF THE MEETING HELD ON TUESDAY 7 AUGUST 2007 IN 1 HALL SQUARE, BOROUGHBRIDGE**

**PRESENT:** Cllrs R Windass (Chair), F Cooper, G Craggs, R Doyle, I Hick, H Treharne (arrived 6.50pm) E Vose, J Wilkinson, R Young, County Councillor J Watson (6.30-7.15pm), H Nellis (Town Clerk), A Palmer (Assistant Town Clerk), Jenny Wood, Principal Development Officer, HBC, three local young residents.

**The meeting opened at 6.30pm**

**1 TO ACCEPT APOLOGIES FOR ABSENCE** District Councillors P Phillips, A Alton

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

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

#### **4 PUBLIC QUESTIONS OR STATEMENTS**

- The case was put forward by one local young resident for a proposed skate park for Boroughbridge on the site of the new children's play area on Leeming Lane, between Langthorpe and Kirby Hill. List of consultants/skate park builders given. Funding from Landfill Tax Credit and WREN listed as possible sources. Councillors willing to give the project its full support but as the chosen site is within Langthorpe Parish, it was suggested that it was put on the agenda for discussion at the Joint Parish Council Meeting to be held in Aldborough Village Hall on Wednesday 3 October at 7.00pm. Cllr Doyle to pass on information from a previous proposal for a skate park.

- Cllr Watson raised the issue of one of NYCC's proposed sites for a Minerals & Waste transfer station at Milby. Kirby Hill Parish Council opposed the application at its meeting on 6 August 2007. Members of Boroughbridge Town Council support this objection and a letter will be sent to NYCC highlighting 3 main reasons for the objection i.e. the increase in heavy traffic through the Town, the site's proximity to residents' homes and concern that the site is part of that of the Battle of Boroughbridge

#### **5 UPDATE ON HOUSING NEEDS ASSESSMENT/LDF – Jenny Wood HBC**

Jenny Wood, Principal Development Officer for HBC, presented the rationale and future aims of the Housing Needs Assessment, outlining the dates for consultation and plans for the future Local Development Plan. She addressed concerns expressed by councillors and agreed that Mr Sykes, HBC, would contact Cllr Wilkinson to answer any further queries

#### **6 MATTERS ARISING FROM THE MINUTES OF THE MEETINGS HELD 3 JULY 2007**

**a) Finance & Personnel Working Group** – Cllr Hick presented the Working Group's review of insurance cover for the Council's property, as discussed at the meeting held on 7 August 2007, and it was confirmed that the contents of the Buttermarket Museum and The Nidderdale Chain are now to be included in the cover. See Appendix 1 – Item 5

**b) Policy on Anti-Social Behaviour** – It was agreed that the Bench near the Paddock on York Road was removed in error by a contractor and not because the Council agreed to remove it following public nuisance. The Council (at the last meeting) agreed to replace the adjacent badly damaged bench and see if this satisfied the needs of the local residents before deciding if the bench outside the Paddock should be replaced.

Clerk  
RD

Clerk

Clerk

<p><b><u>7 TO CONFIRM LEGAL PROCEDURE FOLLOWING RESIGNATION OF COUNCILLOR GOLIGHTLY AND LOOKING AHEAD TO THE 2008 ELECTIONS</u></b></p>	Clerk	
<p>The clerk confirmed that Cllr Golightly’s post has to be advertised since his resignation has fallen outside the six months period prior to an election (May 2008). It was agreed to publicise the vacancy on the town’s website. Official notices have been posted in the town notice boards</p>		
<p><b><u>8 SAFER COMMUNITIES CAPITAL UNDERSPEND 2007/8 – TO IDENTIFY POSSIBLE PROJECTS</u></b></p>	Clerk	
<p>Two projects were identified a) Back Lane Car Park – to include a further speed hump and b) Anti-Social Behaviour Strategies</p>		
<p><b><u>9 HBC REVIEW OF POLLING STATIONS</u></b></p>		
<p>Cllr Craggs proposed using the council offices, 1 Hall Square, as a Polling Station and this was seconded by Cllr Doyle. The clerk will submit a response to this effect to HBC on behalf of the councillors</p>		
<p><b><u>10 LAUNCH OF YORKSHIRE FLOOD RECOVERY MARKETING CAMPAIGN</u></b></p>	Clerk	
<p>The information was noted but felt not to be applicable to Boroughbridge at this point in time</p>		
<p><b><u>11 CORRESPONDENCE</u></b></p>		
<p><b>a) Request for sponsorship from gap-year student</b> Cllr Craggs proposed to decline the request since it is not the Council’s policy to provide sponsorship. Cllr Doyle seconded the proposal. The student will be informed in writing of the Council’s decision</p>		
<p><b>b) Request from Boroughbridge Women’s Institute to hold a cake stall on Fountain Apron –Sat. 25 August 9–2pm</b> Cllr Craggs proposed to allow the request and this was seconded by Cllr Treharne. It was agreed to advertise this event on the town’s website</p>		
<p><b>c) Letter of complaint from resident on Back Lane re: anti-social behaviour on car park</b> Cllr Craggs proposed that the clerk send a copy of the letter to Graeme Maxwell, together with a letter of concern about the police restructuring of Boroughbridge. Cllr Wilkinson seconded the proposal. It was agreed that Cllr Doyle and Cllr Wilkinson should meet to put together plans for a Safer Communities Capital project re: Agenda Item 8. Copies of letters to be sent to Youth Outreach</p>	RD/JW Clerk	
<p><b>d) HBC Financial Results 2006/07</b> The document was found to be clearly presented and politically correct. Cllr Craggs proposed sending off for a full version of the document and Cllr Doyle requested a definition of the term ‘Cultural and Related Services’ and this was seconded by Cllr Treharne</p>		
<p><b>e) Support for Harrogate Army Foundation College, Remembrance Day Celebrations</b> Members of Boroughbridge Town Council are delighted to lend their full support to this event. Copy of details to be sent to Peter Fowler, The British Legion</p>		
<p><b>f) Flooding – request from HBC to identify any properties that suffered from flooding during recent bad weather</b> This was discussed and no properties were identified.</p>		
<p><b>g) Wheelie bins – Eastgate/High Street – response from HBC</b> This was duly noted by the councillors</p>		
<p><b><u>12 FINANCE</u></b></p>	Clerk	
<p><b>a) Bank Balances</b> – Appendix 2</p>		
<p><b>b) Invoices/salaries to be paid</b> – It was agreed to query the NYCC £90.00 charge for use of the Primary School facilities for the Mayor Making Ceremony. Cllr Young proposed paying invoices/salaries subject to audit and this was seconded by Cllr Craggs</p>		

<p>c) <b>To agree wage rise for cleaner of 1 Hall Square</b> - Cllr Cooper proposed this motion and Cllr Craggs seconded it</p> <p>d) <b>To approve replacement of bench on York Road</b> - The clerk to ask Backhouse for a further quote for repairing the bench by replacing the existing wood. Cllr Cooper proposed that we went with the cheaper option and it was seconded by Cllr Young</p> <p>e) <b>To approve design and cost of replacement lantern heads</b> – It was agreed to purchase two <b>Victoria</b> lantern heads</p>	Clerk
<p><b>13 COMMITTEES/PROJECTS REPORT</b></p>	
<p>a) <b>Roundabouts Report</b> – Still no response from Alexander’s re: signage. Cllr Hick agreed to go and see him personally. Nothing else to report</p> <p>b) <b>Public Relations report to include which press releases for this month</b> – see Appendix 3 for Minutes of Webgroup meeting held on 1 August 2007. Press release – Cllr vacancy and interest in future Cllr vacancies</p>	RD
<p>c) <b>St James Square Report</b> - Nothing new to report</p> <p>d) <b>Yore Vision Report</b> - Next committee meeting to be held on 6 September 07. Still awaiting outcome of proposal for match funding re: walking signage</p> <p>e) <b>TIP Report</b> - Cllrs Walker and Wilkinson to arrange a meeting with Mike Jones re: his letter of concern. Nothing further to report</p> <p>f) <b>Minskip matters</b> – Nothing to report</p> <p>g) <b>Planning Committee Meetings – to approve the Minutes of the meetings held on 24 July 2007. To decide Council Policy on LDF/District Plan</b></p>	BW/JW
<p>The Minutes were proposed by Cllr Craggs and seconded by Cllr Wilkinson. Boroughbridge Town Council does not concur with HBC’s LDF since it has supported Option 3. This was proposed by Cllr Craggs and seconded by Cllr Hick</p> <p>h) <b>Cemetery Committee</b> – The clerk to get in touch with HBC again to get the bins emptied in Aldborough Cemetery</p>	Clerk +HT
<p>i) <b>Finance and Admin Working Group Report</b> – Full report. Contained in Appendix 1 of item 6a</p> <p>j) <b>Schools’ Liaison Report</b> – Cllr Doyle proposed that this should now read ‘Schools &amp; Youth Liaison Report’ and was confirmed by Cllr Vose. The clerk to ask Cllr Golightly for a list of his school/youth contacts. Cllrs Doyle and Vose will be taking over from Cllr Golightly</p> <p>k) <b>Aldborough Gate Report</b> - BCA’s Chairman and Committee are intending to come to the September meeting. Nothing else to report</p>	Agenda Clerk
<p>l) <b>Tutt Woodland Report-report from Environment Agency</b> – Application coming from Paul Casey, HBC Planning, for permission to carry out remedial work on tree overhanging property on Kingfisher Reach. Cllr Cooper dealing with this matter</p> <p>m) <b>Mill Lane Report</b> – Nothing to report</p> <p>n) <b>Community Office Report-to confirm meeting with TIP manager</b> – Refer to <b>Item 13e</b></p> <p>o) <b>Hall Square Report</b> – Cllr Craggs confirmed that the last of the signs for the Buttermarket exhibits have arrived</p> <p>p) <b>Car Park and Picnic Area Report</b> – Nothing to report as the working group was unable to meet</p>	FC
<p><b>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</b></p>	
<p>- Cllr Cooper submitted her response to Cllrs re: anonymous letter received on 19 May 07</p> <p>- Cllr Hick raised the issue of an increase in heavy traffic on Horsefair. He also thanked everyone involved in organising the Freedom Parade</p>	

- Cllr Doyle stated that there were inconsistent judgements being made by the Town Council with regard the removal or non removal of benches and referred Cllrs to the minutes of Jan 07
- Cllr Wilkinson suggested that the council formally oppose the use of Milby Goods Yard for Waste Recycling, in writing
- Cllr Cooper expressed her concerns about Charltons cars being parked in lay-by areas of Wetherby Road. Cllr Craggs proposed writing a letter of concern to Charltons and this was seconded by Cllr Doyle
- Cllr Wilkinson to meet with Debbie Wroe to ascertain plans for the Recreation Ground.
- Cllrs Cooper and Vose to meet with Jenny Harrop in September re: £1000 for Mill Lane
- Cllr Doyle queried the need for the council to pursue its application for a mobile cinema licence as the library was also applying for it. It was agreed to contact Linda Dooks for clarification
- Cllr Windass thanked everyone for their support for the Freedom Parade

Clerk

Clerk

Clerk

**14 TO CONFIRM THAT THE NEXT MEETING OF BOROUGHBIDGE TOWN COUNCIL WILL BE HELD ON TUESDAY 4 SEPTEMBER 2007 AT 6.30 PM IN 1, HALL SQUARE, BOROUGHBIDGE**

**The Meeting closed at 9.02pm**

**SIGNED .....**  
**CHAIRMAN**

**DATED .....**



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