

BOROUGHBRIDGE TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 1 AUGUST 2006
IN 1 HALL SQUARE, BOROUGHBRIDGE

PRESENT: Cllrs G Craggs (Chairman), R Doyle, I Gibson, C Golightly, I Hick,
H Treharne, E Vose, R Windass, R Young, Mrs Toni Ramsay (Town Clerk)
H Nellis (Assistant Town Clerk),

The meeting opened at 7.00pm

1 TO ACCEPT APOLOGIES FOR ABSENCE County Cllr J Watson, Cllr F Cooper

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Hick – items 6f, 15g

3 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 4 JULY 2006

Proposed by Cllr Young and seconded by Cllr Treharne

4 PUBLIC QUESTIONS OR STATEMENTS None

Acting Sergeant Bill Hickson was present to report to the Council on crime figures for the Boroughbridge Ward for the month of July 2006, and to answer concerns raised by Councillors

5 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 4 JULY 2006

a) Update on the production of Risk Assessments plus PAT testing of electrical appliances in 1 Hall Square and to adopt the Health and Safety Policy Cllr Gibson presented Members of the Council with the completed draft version of the Health & Safety Policy for 1 Hall Square along with risk assessments. Any amendments will be dealt with at the next meeting on Tuesday 5 September. The PAT testing of all electrical appliances has been completed satisfactorily

b) To report on the Agreement/Terms agreed with Communicare A letter has been received from the Chairman of Boroughbridge & District Community Care agreeing to the terms stated in the Council's letter of 7 June 2006. The Chairman confirms, in his letter, that they have their own insurance and that they will be moving into 1 Hall Square on 4 September 2006

c) To consider the possibility of the Town Council taking responsibility for the Fun Day in the future After discussion, Cllr Doyle proposed that the Council should not become involved in the organisation of the event but should lend its full support to the volunteers who wish to organise such a day in the future. Cllr Treharne supported the proposal

6 CORRESPONDENCE

a) Consultation Document – Integrated Risk Management Plan – Action Plan 2007-8 (Fire Service). Questionnaire to filled in and returned by 22/8/06 This document has been referred to the Planning Committee for consideration at its next meeting on Tuesday 15 August 2006

b) Harrogate Borough Council Financial Results 2005/6 Noted with no comment

c) National Market Towns Convention, 28 and 29 September 2006 Councillors had been provided with details of the Convention prior to the meeting. Cllr Golightly expressed interest in attending but the cost is prohibitive

d) NALC – Memorial Safety in Cemeteries – a briefing document This document was referred to the Cemeteries Working Group for consideration at its next meeting on Tuesday 8

Agenda

Cllrs

Cllrs

<p>August 2006</p> <p>e) Review of the future role of the third sector in social and economic regeneration Councillors were informed of this consultation meeting to be held at York CVS Priory Street Centre on 5 September 2006 from 12.30 -4.30pm. Attendance is by invitation only and will be limited to 50 guests. Cllr Golightly expressed an interest in attending. Any other councillors who wish to attend should inform the Clerk by the closing date of 25 August 2006</p> <p>f) Boroughbridge Sports Association re Town Council representatives The content of the letter from the Chairman of the Boroughbridge Sports Association was noted and commented on. Cllr Vose proposed that a reply be sent expressing disappointment at the tone of the letter whilst assuring the Sports Association that the Council will continue to support and show interest in the Association as it has done for so many years. Cllr Treharne seconded the proposal. All Councillors were in agreement with the proposal. Cllr Hick abstained from the vote</p> <p>g) Gambling Act 2005 – Statement of Licensing Policy. HBC Consultation until 6/10/06 The proposals outlined in HBC’s letter of 14 July 2006 were noted. Councillor Hick proposed that a response be sent from Boroughbridge Town Council enquiring whether the Council is to be consulted when new licence applications are made in the future</p>	<p>CG Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><u>7 TO CONSIDER THE DRAFT PLANS FOR ST JAMES SQUARE AS PRODUCED BY A CONSULTANT FOR YOREVISION</u> Cllr Hick updated Council Members on his meeting with a representative from North Yorkshire Highways on Wednesday 26 July 2006 to look through the draft proposals for St James Square. Cllr Hick then answered questions from Members of the Council and outlined a possible timescale for future developments. The proposed project received favourable support from all councillors</p>	
<p><u>8 A PROPOSAL HAS BEEN RECEIVED TO SET UP AN ELECTRONIC DIARY OF COUNCILLORS’ MEETINGS</u> The idea of an electronic diary was rejected because of the complexity of administering it effectively. As an alternative, Cllr Golightly suggested introducing a wall planner. This proposal was supported by Cllr Treharne. It was stressed to all councillors that they have the responsibility for entering their own details on the wall planner</p>	<p>Cllrs</p>
<p><u>9 TO CONFIRM ARRANGEMENTS FOR THE CIVIC SERVICE ON 10 SEPTEMBER 2006</u> Arrangements for the Civic Service have been finalised. All invitations have been sent and each Councillor has details of the arrangements for the day</p>	
<p><u>10 TO PROGRESS THE POSSIBILITY OF A MEMORIAL TO JOHN BREAR</u> Councillor Young volunteered to speak to Mrs Brear and report back to the Council at their next meeting on 5 September 2006</p>	<p>RY Agenda</p>
<p><u>11 TO CONSIDER THE REMOVAL OF A PEDESTRIAN REFUGE OUTSIDE MORRISONS’ TRADE ENTRANCE AND THE PARKING OF LORRIES BY THE MAIN ENTRANCE. TO CONFIRM A MEETING WITH MORRISONS ON THESE SUBJECTS</u> A letter was sent to North Yorkshire Highways on behalf of the Council on 26 July 2006 asking for the pedestrian refuge to be removed. In order to solve the problem of parked lorries outside Morrisons, Cllr Wilkinson proposed that a further letter be sent to North Yorkshire Highways asking for double yellow lines and triple yellow markings on the pavement edges outside the entrance to the supermarket. Cllr Windass supported the proposal</p>	<p>Clerk</p>

<p>12 FINANCE</p> <p>a) Bank Balances Appendix 1. Noted with no comments or questions</p> <p>b) Invoices / salaries to be paid Proposed by Cllr Young and seconded by Cllr Wilkinson</p> <p>c) Review of Clerks’s salaries and hours The salaries, hours and draft contracts and job specifications were approved. Proposed by Cllr Young and seconded by Cllr Wilkinson</p> <p>d) To consider the new contracts and job specifications for Clerks As above</p> <p>e) L Gibson (cleaner) finished. Proposal to recruit a replacement required Councillors agreed the need to advertise for a cleaner for 1 Hall Square</p> <p>f) To report the theft of the 1322 Battle of Boroughbridge Sign from the bridge and consider replacement Cllr Wilkinson proposed writing to the 1322 Club to ask if they would consider funding a replacement plaque on behalf of the Council. Cllr Doyle seconded the proposal</p> <p>g) To consider reducing the cost of our internet access from £38 plus VAT to £21.27 plus VAT Proposed by Cllr Young and seconded by Cllr Wilkinson</p> <p>h) To consider quote for the removal of old bench and fixing of new bench on Low Road in Aldborough - £90 + VAT Proposed by Cllr Young and seconded by Cllr Wilkinson</p> <p>i) To consider a quote for a blind on the Office window; roller blind £56 or Venetian blind £65 This item is no longer applicable and was disregarded</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>15 COMMITTEES / WORKING GROUP REPORTS</p> <p>a) Planning sub committee meetings’ minutes 4/7/06 and 25/7/06 to be approved Supported by Cllr Young and seconded by Cllr Wilkinson</p> <p>b) Cemetery sub committee report Nothing further to report. The next meeting of the Committee has been arranged for Tuesday 8 August. Councillors identified the need to obtain 2 more quotes for the removal of a potentially-dangerous sycamore tree in Boroughbridge Cemetery</p> <p>c) Finance and Admin Working Group report Cllr Hick reported – Appendix 2. Cllr Doyle proposed going ahead with the purchase of the land on the conditions stated in Appendix 2 and Cllr Treharne supported the proposal. Cllr Golightly proposed that a representative from HBC should meet with Council Members to present clarification of commuted sums re former land occupied by the Ponderosa. Cllr Wilkinson seconded the proposal</p> <p>d) Youth Council and Schools Liaison report Cllr Golightly reported – Appendix 3.</p> <p>e) Aldborough Gate report Cllr Young reported that there has been a positive response to the fund-raising so far and confirmed that the Working Group will meet the 3rd. Thursday of each month in 1 Hall Square. Cllr Doyle suggested that a monthly statement be requested from the Aldborough Gate Project Team</p> <p>f) Tutt Woodland report Work is now complete and a letter was sent on 14 July 2006 to Ann and Mike Collins expressing the Council’s sincere appreciation for all the work done by them and the local Scout Group</p> <p>g) Mill Lane report Councillors agreed that any future development of the Mill Lane Site would present an ideal opportunity to work in collaboration with Yore Vision. Cllr Golightly proposed that a draft plan could be put together and sent to Yore Vision for consideration. Cllr Gibson supported the proposal. At the same time, details of any proposals should be sent to the Water Rats together with an invitation to become involved in any future development of the site</p> <p>h) Community Office report Cllr Wilkinson reported on his meeting with representatives from HBC on Wednesday 19 July 2006. The outcome of the meeting will be sent to Boroughbridge Town Council in the form of a contract, the signing of which will release the grant for the Tourist Information Point for 2006/7</p> <p>i) St James Square report Already covered under item 7</p> <p>j) Hall Square report see Appendix 4</p>	<p>Clerk</p> <p>Clerk</p> <p>CG</p>

k) Car Park and Picnic Area report – to include an update on the purchase/gift of car park A reply received from HBC on 24 July 2006, in response to the Council’s letter of 5 July, confirms that the matter has now been passed on for consideration to John Dobinson, Parking Services Manager at Harrogate Borough Council

l) Roundabouts report Appendix 5. Cllr Hick confirmed that the Chamber of Trade is to take on sponsorship of one roundabout and have appointed 2 members of their committee to work with the Town Council in order to find further sponsors

m) Public Relations to include what press releases for this month Cllr Doyle reported that the next meeting of the Website Group will be on 7 August at 7.00pm in 1 Hall Square. Possible press releases for August were identified as St James Square developments, Communicare’s plan to move into 1 Hall Square and the Local Development Framework

n) Yore Vision report Cllr Hick reported – see Appendix 5

o) TIP report Appendix 6. It was confirmed that Cllr Windass and Cllr Wilkinson are responsible for addressing any concerns / requests contained in the TIP Manager’s report. Cllr Wilkinson proposed that a letter be sent to the Yorkshire Dales and Harrogate Tourism Partnership expressing the Council’s strong disapproval of the new tourist map that makes no reference to the town of Boroughbridge. A copy of the letter should also be sent to Harrogate Borough Council. Cllr Treharne supported the proposal

p) Minskip – update on field utilisation Cllr Golightly reported – Appendix 7

RD

Clerk

14 TO CONFIRM THE DATE OF THE NEXT MEETING OF BOROUGHBRIDGE TOWN COUNCIL WILL BE TUESDAY 5 SEPTEMBER 2006 AT 7pm IN 1 HALL SQUARE

The Meeting closed at 9.48pm

SIGNED
CHAIRMAN

DATED

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