

BOROUGHBRIDGE TOWN COUNCIL

Minutes of the meeting held on Tuesday 1 November 2005 In 1 Hall Square, Boroughbridge

Present Cllrs I Hick (chairman), G Craggs, R Doyle, I Gibson, H Treharne, R Windass, J Wilkinson, R Young, Mrs Toni Ramsay (Town Clerk), Mr H Nellis (Assistant Town Clerk), PCWaite (Community Constable)

The meeting opened at 7.00pm

1 Apologies Town Cllrs F Cooper, C Golightly, P Phillips, NYCC Cllr J Watson

2 Declarations of interest on items on the agenda None

3 Approval of the minutes held on 4 October 2005 Proposed by RW and seconded by RY

4 Public questions or statements see attached report - **Appendix 1**

- GC expressed concern over the boisterous behaviour of young people **outside** the Youth Club but it was agreed that the cause of this 'problem' could well lie with the programme of activities available for members of the Club.

- Reminder of Craggs meeting on 9th. November

- IH introduced the newly-appointed Assistant Town Clerk, Mr H Nellis

5 Matters arising from the minutes held on 4 October 2005

a) Youth Development Group see **Appendix 2**. Following RD's presentation in assembly at Boroughbridge High School, 8 young people (4 boys and 4 girls) have expressed a keen interest in becoming members of the proposed Youth Council. GC proposed that councillors should also form part of this group, 2 of whom will attend each of the future meetings of the Youth Council in order to provide support and guidance. The proposal was seconded by IG. RD will draft a letter to each of the 8 young people inviting them to meet with him in order to agree the direction in which the Youth Council wishes to proceed. PP, GC, IG will lend their support with this initiative. RD patrolled with Neil Waite as a Special Constable. In spite of heavy rain, young people had congregated on the streets after the closure of the Youth Club at 9pm and alcohol was confiscated. Their main complaint was that the Youth Club closes too early and is not open during the school holidays.

b) Aldborough Gate Project Concern was expressed about the ever-rising cost presented by the consultants. The initial cost has now increased from £750,000 to £800,000

c) Old Sweet Shop Walls see report under 13a

- GC proposed that a letter should be sent to the owner of the Sweet Shop in reply to his latest letter to the Council and that a second letter be sent to the local newspaper, addressing each of the points raised in the newspaper article of Friday 21 October. JW seconded the proposal

d) 'Pointers of Good Practice' booklet To be discussed at the next Council Meeting on Tuesday 6 December 2005

e) Minskip Post Office – research into possible premises The area occupied by the market garden was rejected as a possible site because of its lack of space. The search for an alternative site, therefore, continues

f) CCTV Meeting – see Appendix 3

- GC reported that the many CCTV cameras in Harrogate, Ripon and Knaresborough are radio-linked unlike the 3 in Boroughbridge. GC proposed that HBC be contacted to ask why this is. JW seconded the

RD

IH
JW
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proposal. GC reported further that of the 146 CCTV cameras in Harrogate, 84 are supervised by one person only. This seems excessive and unwieldy and RD proposed that a figure for the national norm should be investigated. The proposal was seconded by JW	Clerk
6 Correspondence	
a) Village Road Safety Schemes 2006/7 There are 2 areas for consideration a) Minskip, with the introduction of automatic illuminated signs reminding drivers of the speed limit through the village, b) Springfield Road and Ladywell Drive, with the installation of traffic-calming measures	Clerk
b) Affordable Village Housing Seminar HT and GC are to attend this seminar on 6 December	Clerk
c) 2004/5 Annual Report for the Department of Leisure and Amenity Services. The report has been read and its contents noted. The questionnaire, which was contained within the report, has been completed and will be returned to HBC	Clerk
d) Waste Action Plan 2005/10 – questionnaire RW will fill in the questionnaire and send to HBC	RW
7 Minskip – Dog waste To apply for a dog waste bin to be sited at either end of the bridleway that runs at the south side of the village or at least extra litter bins.	Clerk
8 Minskip – traffic calming See minutes under 6a	Clerk
9 Railings for Hall Square – John Watson has offered £350 towards the cost See minutes under 13e	
10 Possibility of leasing St James’s Square to allow Probation Service to repair cobbles See minutes under 13e	
11 Litter, signage, fines, response to letter from Alan Baff – 26 July 2005 ideas for an alternative style of litter bin, or some form of cover to the bins in St James Square, are still needed. RD proposed installing a second litter bin outside the Spar shop because the present bin is inadequate. Litter is always overflowing by late evening, especially on Saturday. RW seconded the idea. It was agreed that the bin in front of Rose Manor should be moved to outside Finesse on the High Street. JW requested that HBC should be contacted regarding the installation of Fixed Penalty notices in the town for dropping litter. RD seconded the proposal.	Clerk
12 Finance	
a) Bank Balances – see Appendix 4. Noted, with no comments or questions	
b) Invoices / salaries to be paid. Agreed	
c) Appointment of new Assistant Town Clerk HT proposed that Mr H Nellis should be appointed as Assistant Town Clerk, w.e.f. Monday 24 October 2005 and this was ratified by the Council.	
13 Committees / Working Group Reports	
Information on requirements from Working Groups / Sub Committees is needed in order to facilitate a meeting to discuss the Budget for 2006/7	
a) Planning sub committee meeting minutes – 11/10/2005 – to be approved. Report meeting 1 November 2005 . Minutes approved from 11/10/05 meeting. Results of 1/11/05 meeting approved	
b) Cemetery sub committee report. To consider quote from Garden Grooming for additional work in cemeteries A quote of £5732.50 + VAT has been submitted by Garden Grooming for maintaining the cemeteries during the coming year. This issue will form part of the agenda at the Cemeteries’ sub committee meeting at 6.30 on November 15 together with the possibility of involving the Probation Service in carrying out some of the work. In addition, the sub committee will discuss re-laying, and edging, the paths in the cemetery. IH asked that a budget be produced showing potential income from the cemeteries for next year. A job description for the Burial Clerk has been drawn up and will be discussed by the Committee during their meeting on 15	SC2
c) Finance and Admin Working group report. To confirm TIP closure for winter Funding has been	

<p>approved by HBC to allow TICs in Ripon, Harrogate and Knaresborough to remain open 2 days each week during winter. A response is being awaited from HB re similar funding for Boroughbridge. The situation will then be reviewed. At present, the TIP in Boroughbridge closed officially for winter on October 29 and will re-open Easter 2006. Meanwhile, the planned installation of touch-screen facilities is expected within the next 2 to 3 weeks</p>	
<p>CCTV for Council Office There was discussion on 2 possible alternative cameras – a fixed camera at the cost of £2,000 or a pan and tilt camera costing £3,000. The design of conduit for the CCTV was agreed and RD proposed that a meeting and discussion involving GC, JW, RY, RD and the Clerk should be set up with the suppliers in order to consider issues, and make decisions, regarding specification, installation and location of the camera. The proposal was seconded by RY. A loan term of 5 years was proposed by RY, seconded by HT and agreed by RD. It was agreed that the sign on the outside wall of the Council Office is too small. It should be reviewed and a further sign should be considered on the wall facing Hall Square, thus making it clearly visible to visitors leaving Back Lane car park</p>	Clerk
<p>d) Tutt woodland, roundabouts and Mill Lane Working Group report to include Tilhill FOC Community Project IG is to work with the scouts on a 5 year plan for the Tutt woodland. Keith Boardall is still demanding a refund from HBC and is keen to take on sponsorship of Roecliffe roundabout. Other parties have expressed an interest in becoming sponsors of the remaining roundabouts. A proposal by GC, seconded by JW, is that the Council asks NYCC for a licence on the roundabouts.</p>	Clerk Clerk
<p>rior to offering the roundabouts for sponsorship, a quote should first be obtained from Garden Grooming for cutting the grass on these roundabouts in order to be clear about the costs involved. IG spoke to Roger Mann re Mill Lane. Painting has started; the roofing felt is available but no-one has been found to do the work. Only 3 or 4 people turned up to the meeting.</p>	
<p>e) Fountain, Butter Market and St James's Square Working Group report to include update on the railings for the Buttermarket, lights in trees coming down for maintenance in St. James's Square and lighting for the fountain The railings for the Buttermarket have been ordered. RD will submit drawings of the design for the railings, 1metre high, on the wall in Hall Square at the next Council Meeting. The total cost of these will be £2620 + VAT. Ways of funding the cost were discussed. £350 is being offered from John Watson's personal allocation. Further funding could come in the form of a possible grant from, for example, 'Awards for All' or by asking local residents. Matthew Bean and Mr Crump are prepared to offer £700 each; RD will make up half the outstanding amount. HT proposed that these offers be accepted and RW seconded the motion. Discussion then centred on a Christmas display for the Buttermarket and GC proposed that organisations such as the scouts, the Primary and High schools, YOUFI and Scouts should be asked to register their interest in becoming involved on a rota basis for subsequent years. The idea was seconded by JW. RD will check the exact date for the installation of the railings for the Buttermarket. The trees in St James's Square need to be crown-pruned but it was decided</p>	Agenda RD Clerk RD
<p>at this remedial work, which will involve the removal and replacement of the lights, should be done after Christmas. GC will see the cherry pickers, who are at present installing Christmas lights in the town, to ask them to repair the lights which are not working in one of the trees in St James Square. In order to carry out necessary maintenance work to the cobbles in the Square, the condition of which is currently a Health and Safety risk, GC proposed writing to John Wilson, Lister Haigh and Hethertons Solicitors suggesting that the Council take on a 21 year lease, renewable, on St James's Square with the guarantee that they have right of way and delineated parking. The motion was seconded by JW. It was suggested that a working group be set up to work with the residents of the Square in order to arrive at a mutually-agreeable decision</p>	GC Clerk GC
<p>f) Recreation ground, picnic area, car park and Street Furniture Working Group report to include update on maintenance re Probation Service. Decision required re emptying of bin No further progress has been made re commuted sums but all agreed that ideas for improving and developing facilities on the recreation ground could be an ideal project for the newly-formed Youth Council. The town plan dated 26/07/05 indicates clearly that the emptying of the waste bins in the picnic area falls under the remit of HBC and, as such, should be emptied fortnightly. However, this is clearly not happening. A letter and copy of the town plan will be sent to HBC to remind them of their obligations</p>	Clerk

g) Newsletter, Website and PR Working Group report to include which press release for October – Town Team, Business Link? More information for cemeteries press release and Website slogan competition – could we ask one of the schools to run one? E.g. ‘Wetherby, a thriving market town in the heart of Yorkshire’, ‘That quiet place by the river’. The Newsletter is to follow once the website has been set up. Training for the website has been arranged and the next meeting with those developing the site is on 12 December. RD, IG, RY and the Clerk will attend this meeting. JW proposed that the website slogan should be ‘A devil of a good place’ together with a picture of the Arrows. This was seconded by RY
 - A press release re.cemeteries will be produced by RW and sent off once approved. Further press releases will cover the Youth Council, following the appointment of the 8 volunteers and the Farmers’ Market, which will include a request for feedback and reaction from the public

RW

h) Town Team Convergence Group report A management team of 8 people is to meet in January to decide on a way forward. The Team will produce a constitution and look at possible future projects

WG7

i) Back Lane Partnership Group report plus anti-social behaviour on Hall Square and Back Lane car park, to include discussion of attached plan A proposal by RD, seconded by JW, was made that the owners of the car park, be contacted as soon as possible in order to ascertain when the money will be made available to install traffic-calming measures and to confirm a date when this work can begin as per plan

Clerk

j) TIP report See minutes under 13C

4 Information Exchange

- The proposed date for the re-opening of the library is 8 December 2005 but this has yet to be confirmed.

Clerk

- the Probation Service is to be approached to fit the seat in Aldborough

- on the agenda for the next Council Meeting is consideration of the fixing of an historical blue plaque, by the Aldborough Preservation Society, possibly on the Boroughbridge Cross in the village

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- concern was expressed about the siting of an A Board on the pavement in Hall Square, advertising the ‘T42’ Café. The location of this sign was deemed inappropriate on Health and Safety grounds. RD is to negotiate a peppercorn rent with the Café owners and agree a suitable location for the sign on the Square itself

RD

- Should we be looking at a coat of arms for Boroughbridge? Or using an existing coat of arms such as the Mauleverer Arms. IH to send some ideas round

IH

- JW requested that a representative from HBC come to talk to Boroughbridge Councillors about the new HBC planning structure

Clerk

- JW expressed concern about the location of the final speed hump on entry to the town from Green Hammerton. In hours of darkness, drivers wishing to exit Church Lane are mistaking the rising headlights as a signal to pull out. A letter to be sent to NYCC bringing this to their attention

Clerk

- a request by GC, to borrow 4 tables from the Council for the British Legion coffee morning, was agreed
 RD proposed that the newly-appointed Police Inspector be at the next meeting of Boroughbridge Town Council

Clerk

- NYCC is to replace the present glass-fronted notice board on the library. Discussion of location and use of this notice board will be part of next month’s Council Meeting

Agenda

15 The next meeting of Boroughbridge Town Council will be Tuesday 6 December 2005 at 7pm in 1 Hall Square, Boroughbridge

The meeting closed at 9.55pm

SIGNED


 CHAIRMAN

DATED 6/12/05