

BOROUGHBRIDGE TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 6 SEPTEMBER 2005
IN 1 HALL SQUARE, BOROUGHBRIDGE

Photos of Council taken, for website, in Hall Square

PRESENT: Cllrs I Hick (Chairman), F Cooper, G Craggs, R Doyle, C Golightly, J Wilkinson, R Young, P Phillips, I Gibson, Mrs Toni Ramsay (Town Clerk)

Part meeting only Cllr R Windass

The meeting opened at 7.10pm

Cllr Hick announced how sorry he was to learn of the death of Boroughbridge Police Sergeant John Brear (retired), whose funeral he had attended today and a one minute silence was held

1 APOLOGIES Town Cllr H Treharne, County Cllr J Watson

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA J Wilkinson re item 5e Farmers Market

3 MINUTES OF THE MEETING HELD ON 2 AUGUST 2005 Approval of minutes proposed by RY seconded by JW and agreed by meeting

4 PUBLIC QUESTIONS OR STATEMENTS Cllr J Watson reported by email that he had written to NYCC regarding how much they would offer the Town Council towards grass cutting if we were to organise it ourselves; as yet he had received no reply

5 Matters Arising from the Minutes of the Meeting held on 5 July 2005:

a) Youth Development Group – RD to report The deadline for volunteers for the Youth Council was the end of August and to date only one application had been received. A further application form had been sent out a few days previously and had not been returned to date. It was decided that a further press release would be issued regarding applications with a deadline of the end of October. D Breatcliffe head of Community Education at the High School would be approached for help and IH would speak to the school for their views

b) Farmers Market – Possible market in September Please see appendix 1 regarding a meeting that took place in August. There had been two letters received objecting to the market and one letter objecting to the venue; phone calls expressing support had been received. The meeting noted all the comments and RD proposed, PP seconded and JW abstained and it was agreed to hold the market as previously agreed for a trial period of September to December, with a questionnaire being sent out after the November market. It was also agreed that PC Waite would be consulted re the safety aspects concerning the bus stop, school buses and the children and unloading preparation for the market. Clerk to write to Mr Haigh and Mr Wilson re trial period and not using the cobbles etc plus answer letters

c) Aldborough Gate project – update The Council will put two questions to the Aldborough Gate committee 1) Is it worth going ahead with the project when only one child has come forward for the Youth Council? 2) Is it going to be viable? GC proposed and RD seconded that the Council should consider buying the land anyway subject to the finance working group looking into the finances and all agreed

d) HBC Joint Parish Council Consultation meeting, 5/10/05 in Aldborough Village Hall – any further questions for the meeting With reference to the question regarding planning we should add ‘Why aren’t we being notified about revised schemes’. Further question ‘Why aren’t the Council being consulted over licensing?’

RD
RD
IH

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WG3

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<p>e) Back Lane Partnership Group – RW to report on progress and decision to be made re placing of rubber strip Nothing further to report. Meeting to take place later in the month</p> <p>f) Decide on a date for the Annual Assembly for 2006 It was agreed that it should be a stand alone meeting to be held on 14 March 2006</p> <p>g) Meeting at Sweet Shop on Bridge Street re planning enforcement to remove walls to front of property IH, GC and JW to meet with P Fisher, the conservation officer from HBC</p>	<p>WG6</p>
<p>6 Correspondence:</p>	
<p>a) Fire and Rescue Authority. Consultation Document – Integrated Risk Management Draft Action Plan 2006-7. Questionnaire to be returned by 13/11/05 RY to take and fill in</p>	<p>RY</p>
<p>b) Re complaint received about ‘NO DOGS’ signage being absent from the Children’s Recreation Ground Signs are put up and get removed. Adhesive signs to be obtained and put up by working group who will monitor the situation and put up new signs as necessary. Letter to be answered</p>	<p>WG6 CLERK</p>
<p>c) Village Safety Schemes – 2005/6. £1000 agreed for surface treatment at entrances to Springfield Drive and Springfield Road. Notice of bids for 2006/7 scheme expected soon Let Clerk know ideas for next scheme</p>	<p>CLLRS</p>
<p>d) Boroughbridge and District Community Partnership and the Boroughbridge Renaissance Market Towns Town Team – expressions of interest form returned for information</p>	
<p>e) Harrogate District Cultural Partnership consultation – Questionnaire to be returned by 16/9/05 IG to fill in and return</p>	<p>IG</p>
<p>f) Campaign for the Sustainable Communities Bill RD proposed and RY seconded that the resolution should be sent off. See appendix 6</p>	<p>CLERK</p>
<p>g) Public Arts and CIDA (MBED Partnership) – Skills programme one day networking event on 17/9/05 MBED are the new consultants for the Town Team. They have requested that someone go to this event from the Town Council but the Council feel they should come to Boroughbridge and be specific in the programme to Boroughbridge. It is currently too generalised. Clerk to write</p>	<p>CLERK</p>
<p>h) Yorkshire Rural Community Council AGM 15/10/05 For information</p>	
<p>i) Harrogate District in 2021 – Consultation workshops, various Clerk to write and ask why there are no growth options for Boroughbridge etc (Boroughbridge excluded from some subjects)</p>	<p>CLERK</p>
<p>RW left the meeting at this point</p>	
<p>7 Painting of Gas Lamps RY proposed and PP seconded that five of the lamps should be painted (one outside 1 Hall Square is already taken care of). Mr Walker at Aldborough Forge to be contacted re the progress of the two heads he has in for repair</p>	<p>CLERK</p>
<p>8 ‘Pointers to ‘Good Practice’ booklet Cllrs asked to read for discussion at the October meeting</p>	
<p>9 Farmers Market update and to ratify trial period starting in September See 5b</p>	
<p>10 Finance</p>	
<p>a) Bank Balances Appendix 2</p>	
<p>b) Invoices to be paid Appendix 2. RY proposed and GC seconded</p>	
<p>c) The internal end of year audit 10/8/05 – results See appendix 3. Cemetery items to be actioned as soon as possible. Item 1 noted</p>	<p>CEM comttee</p>
<p>d) Annual Audit 6/9/05. Annual Return to be agreed IH read out all of the Statement of Assurances YES was agreed to all boxes</p>	

<p>e) Due to ill health Donald Broadwith cannot continue to clear the picnic area. Authorisation required to recruit a replacement RY proposed and CG seconded that we should advertise locally for someone. Cllrs to let Clerk know of anyone</p>	<p>CLERK CLLRS</p>
<p>f) Clerk and Assistant Clerks role Asst Town Clerk requested that his resignation stand. He did not wish to take the proposed position of Community Office Manager but agreed to stay until a replacement was found. The Cllrs requested that they have access to applications and are consulted before a final decision is made</p>	<p>CLLRS</p>
<p>11 <u>Committees/Working Group Reports</u></p>	
<p>a) Planning sub committee meetings minutes 2/8/05 and 16/8/05 – to be approved. Results of planning meeting 6/9/05 to be approved All proposed by GC and seconded by RY</p>	
<p>b) Cemetery sub Committee - minutes to be approved There is to be a meeting at 6.30pm one week today to consider getting rid of rubbish and grass cuttings. The keys for the notice boards are at Styans and need to be obtained to get the Cemeteries Rules and Regulations up. The condition of the store at Boroughbridge cemetery will be considered re the internal auditors conclusions</p>	<p>CEM Cmttee</p>
<p>c) Finance and Admin Working Group Report Nothing further on the sign. See appendix 4 for TIP report. The meeting asked that the shop side of the TIP be better served re merchandise</p>	<p>WG3</p>
<p>d) Tutt Woodland, Roundabouts and Mill Lane Working Group Report to include Tilhill FOC Community Project (re June meeting), update on maintenance and sponsorship of roundabouts Morrisons have agreed to undertake maintenance, of the roundabout adjacent to their store, in accordance with the licence the Town Council holds and will let us have copy for agreement by us re signs. Morrisons to be approached re cutting the grass on the other side of the road. Reed Boardall still want their money back for the Roecliffe roundabout as they thought the landscaping was included in the price paid. Reed Boardall have approached the Town Council with a view to a similar arrangement as agreed with Morrisons. RY proposed and JW seconded that Morrisons should be allowed to go ahead. Morrisons to be approached about taking the roundabout on the other side of the A1. Roecliffe roundabout and others to be looked at. Working Group to look at the possible use of the Tilhill Community Project for maintaining the woodland. Group to chase up Water Rats and give a deadline of the end of 2005 for proposals re the building or take the building back</p>	<p>IH WG4 WG4 WG4</p>
<p>e) Fountain, Butter Market and St James Square Working Group Report to include, if available, further clarification of the planning situation re the railings for the Buttermarket See appendix 5. Quotes have been received for the repair of cobbles round the Fountain and will be on the agenda at the October meeting. Mr Haigh to be written to confirming removal of lights from trees on St James's Square for maintenance and possible crown thinning of same trees, report to be obtained from HBC aboriculturist. Re appendix 5 - finance working group to note needs for budget. RY proposed and RD seconded to find out from finance working group if the Council can afford to have the War Memorial cleaned before Remembrance Day</p>	<p>AGEN CLERK WG3 WG3</p>
<p>f) Recreation Ground, Picnic Area, Car Park and Street Furniture Working Group Report to include Residents Parking New Row and Commuted Sums Project (re June meeting) The banking on the recreation ground is badly littered, HBC to be asked to clear up. Need to progress the spending of Commuted Sums. A meeting was agreed for 20/9/05 at 7pm in 1 Hall Square</p>	<p>CLERK WG6 WG6</p>
<p>g) Newsletter, Website and PR Working Group Report to include which press release for September – RMT? Newsletter to follow the start of the website. Final meeting for website in 19/9 with ALL the content, which will then be sent to the developers on 22/9/05. The content will be in the office for Cllrs to look at and comment on. Press release to go out asking what people would like to see available on the recreation ground. Also a release</p>	<p>WG7 CLLRS RD CLLRS</p>

concerning licensing. Please let RD know of any other ideas for releases
h) Town Team Working Group Report Nothing further until Business Plan Received

12 Information Exchange

- We have now received the final Community Office Grant from HBC. The Community Office needs to be developed further and further grants applied for
- The Civic Service will take place on the 25/9/05 at 10.30am. Please be seated by 10.15am. Cllrs to let the Clerk know how many seats they require
- The Mayors chain has broken a couple of times recently and has damaged clothing. It is possible to convert the chain to make it more practical and there has been an offer to do just that – at no cost to the Council – and insert additional shields. JW proposed and GC seconded this action and thanks were offered to the benefactor who wishes to remain anonymous
- A request was made that Cllrs who attend meetings in the evening bring their keys with them to facilitate the locking up of the offices
- GC proposed and FC seconded that hard copies of all papers for meetings be provided for all Cllrs
- Dropped kerbs are required outside the Church as disabled access is not possible without going onto the road. Clerk to write to NYCC, IG to provide exact location of kerbs
- It was asked if it was possible to look at noise reduction for the offices from outside and also reduce the noise of the air conditioning
- It was felt there is a need to ensure that the actions from the minutes are being carried out

- Re the current outbreak of vandalism around Back Lane. See appendix 7, Spears letter - which has been forwarded to the police. It was felt that D Breatcliffe and County Cllr J Watson should also receive copies. It was also felt that John Dobbinson of HBC should be informed of recent problems, including the vandalised Neighbourhood Watch sign and cars being broken into and ask what actions are being taken to increase the level of security in the car park. It was also noted that the police do not have time to look at the CCTV cameras
- HBC to be asked how far on they are with the CCTV planning application for 1 Hall Square
- The question of some sort of memorial to Police Sergeant John Brear was discussed
- There are still problems with lorries parking half on and half off the footpaths and on the main road at Morrisons. It was noted that there had been a positive response from NYCC re the placing of bollards but that this needed supporting by the police and stronger action is required. CG proposed and RD seconded that the Clerk write to the police again
- A request was made for the minutes to be received as soon after the meeting as possible. The Clerk agreed within the constraints and priorities in force at the time
- A proposal was made to write to HBC and thank them for the excellent hanging baskets and care there of

CLLRS

CLERK IG

WG3 Clerk and Mayor

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13 The next meeting of Boroughbridge Town Council will be Tuesday 5 October 2005 at 7pm in 1 Hall Square, Boroughbridge

Meeting closed at 9.35pm

SIGNED
CHAIRMAN

DATED

