



## **BOROUGHBRIDGE TOWN COUNCIL**

### **Procedure for Trespass on Back Lane Car Park, Back Lane, Boroughbridge YO51 9AT**

#### **Insurance Policy**

The Council insurance policy covers the cost of removal of trespassers, but this must be agreed each time the situation occurs and can take up to 5 working days for permission to be granted to proceed.

#### **Eviction order**

Following the granting of permission to proceed, the clerk must serve an eviction order – Appendix 1 - on each living unit belonging to the travellers who will be informed that, if they do not leave by an specified time, an enforcement agency will be brought in to enforce eviction. Police escort will be requested for the clerk to serve the notices.

#### **Useful Contacts**

##### **High Court enforcement Group**

This group will serve a notice and then physically evict if necessary.

This can cost circa £1,000

<http://www.hcegroup.co.uk/contact/>

##### **North Yorkshire Council**

[RegSupport@NorthYorks.gov.uk](mailto:RegSupport@NorthYorks.gov.uk)

Tel: 0300 131 2 131

## APPENDIX 1



1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE. YO51 9AN

[www.boroughbridge.org.uk](http://www.boroughbridge.org.uk)

[info@boroughbridge.org.uk](mailto:info@boroughbridge.org.uk)

**TO PERSONS UNKNOWN OCCUPYING CARAVANS ON LAND KNOWN AS  
BACK LANE CAR PARK, BOROUGHBRIDGE, NORTH YORKSHIRE YO51 9AT**

**PLEASE TAKE NOTICE** that you are occupying land owned by **BOROUGHBRIDGE TOWN COUNCIL** without license or consent.

You are required to **VACATE** by .....on .....otherwise proceedings will be taken to obtain possession.

Signature.....

Officer name .....

Designation.....

Boroughbridge Town Council  
1, Hall Square,  
Boroughbridge  
North Yorkshire  
YO51 9AN

Dated .....

Yours sincerely,

(Clerk to the Council)