



BOROUGHBRIDGE TOWN COUNCIL

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

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Liz Leatherbarrow
Clerk

Tuesday 27th June 2023

To: **The Town Mayor and Members of Boroughbridge Town Council**

Dear Councillors:

I hereby summon you to the following meeting of **BOROUGHBRIDGE TOWN COUNCIL** to be held at the **Council Offices**.

FULL COUNCIL MEETING

Tuesday 4th July 2023 at 6.30 pm.

Please see the agenda for the meeting below:

Notes:

- 1. Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interest to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why. Queries should be addressed to the Monitoring Officer Ms Jennifer Norton 01423 556036.*
 - 2. Members of the public are allowed to observe Council Meetings or speak for up to 3 minutes at Agenda Item 4. Any requests to do this should be advised at least 24 hours in advance of the Council Meeting to the Town Clerk who will make the required arrangements.*
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FULL COUNCIL MEETING AGENDA – Tuesday 4th July 2023

1. Apologies for absence

2. Declarations of interest in items on the agenda

3. Approval of previous Meeting Minutes.

3.1 Full Council Meeting Minutes Tuesday 6th June 2023.

3.2 Planning Committee Meeting Minutes Tuesday 6th June 2023.

4. Public questions/statements and requests to speak at Agenda item 4 received prior to the meeting.

5. External Stakeholder and Working Group Reports

5.1 County and District Councillor's report from District County Councillor Robert Windass

5.2 Police Report

5.3 Cemetery Committee Report led by Cllr Rob Young

5.4 Social Media and News Working Group report led by Cllr Jamie McNeil

5.5 Events and Social working Group report led by Cllr Julie Fuller.

5.6 Schools Liaison Group report led by Cllr Pauline Phillip

5.7 Menwith Hill Liaison Group report led by Cllr Monika Kaczmarczyk

6. Matters arising from previous minutes.

- 6.1 Update on the sale of Mill Lane, report by Cllr Sean Hynes
- 6.2 Sports Field Facility update. Report by Cllr James McNeil
- 6.3 Commuted Sums update, report by Cllr Peter Phillips
- 6.4 Report on renovation of car park toilets, by Cllr K Fuller.
- 6.5 The state of the Buttermarket Cobbles
- 6.6 Road Safety Issues, including pedestrian crossing outside Boroughbridge Post Office
- 6.7 The Flat above 1 Hall Square

7. New issues.

8. Finance and HR.

- 8.1 To agree the end June 2023 Finance Statement, Bank Reconciliation, and payments to end of June 2023
- 8.2 Audit 2022-23
- 8.2 Back Lane Toilets- Cleaning Contract and Tender.
- 8.3 Purchase of 'Pride' Bunting for Town Council use (Request made by Cllr J Fuller).

9. Additional correspondence received since the last Full Council Meeting.

- 9.1 E-mail and telephone correspondence from resident regards 'Request for a banking hub in Boroughbridge on development site of new Co-Op'
- 9.2 Request from Yorkshire Country Women's Association to hold a Tombola Fund raising stall on cobbles outside 1, Hall Square on Saturday 12th August 2023. Proceeds raised will be split equally between YCWA and BCC.

10. Invitations received for the Mayor, and/or events to attend in July

Aldborough and Boroughbridge Agricultural Show, Newby Hall Sunday 23rd July

11. Any Other Business.

*(Risk Assessment reviews usually shared in July FCM to be reported on in September 2023 FCM.
Website Training for both Clerks in office Thursday 6th July from 10am to 12 noon)*

HR Committee Meeting (Q2) 11th July 6pm

Cemeteries Committee Meeting (Q2) Thursday 20th July 6pm

Finance and Assets Meeting (Q2) Wednesday 26th July 6pm

SNG Meeting Wednesday 19th July 7pm in 1 Hall Square Offices.

12. Confirm the time and date and venue of the next Full Council Meeting.

Tuesday 1st August, 6.30pm Council Offices.

Following the Openness of Local Government Bodies Regulations 2014, the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so, should advise the Clerk or Chair of the Council, to ensure compliance with BTC's adopted policy to manage this activity effectively and lawfully.