



BOROUGHBRIDGE TOWN COUNCIL

1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE, YO51 9AN
www.boroughbridge.org.uk
info@boroughbridge.org.uk
Tel: 01423 322956

Liz Leatherbarrow
Clerk

Tuesday 26th September 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 3rd October 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.*
-

FULL COUNCIL MEETING AGENDA – Tuesday 3rd October 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 5th September 2023.
- 3.2 Planning Committee Meeting Minutes Tuesday 5th September 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 led by Inspector Holly Nicholls
- 5.3 Schools Liaison Group report led by Cllr Pauline Phillip

6. Matters arising from previous minutes.

- 6.1 Remembrance Day 2023

- 6.2 Sports Field Facility update report led by Cllr Hynes and Cllr 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 Lighting on the Bridge led by Cllr K Fuller
- 6.7 Update on Car Charging points led by Cllr Peter Phillips
- 6.8 Update on Recreation Ground led by Cllr Pauline Phillips

7. New issues.

- 7.1 Risk Assessments reviewed and renewed
- 7.2 Formation of a Youth Council
- 7.3 Grass verges, cutting and maintenance issues with North Yorkshire Council

8. Finance and HR.

- 8.1 To agree the end September 2023 Finance Statement, Bank Reconciliation, and ratify receipts to end of September 2023 for payment
- 8.2 AGAR Completion of the limited assurance review for year end March 2023
- 8.3 Budget preparation: Projects to include in budget 2024-25
- 8.4 Christmas Lights for 2023, including necessary upgrade to timers.

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

- 9.1 Letter from Hedgehogs R Us organisation (5.9.2023)
- 9.2 Letter from HSBC re Pop Up event (7.9.23)
- 9.3 JPC Agenda (26.9.23)

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

***NYC Chairman's Civic Charity Dinner Fri 20th October,
Harrogate & District Community Action (HADCA) AGM & Networking Lunch on Wednesday 11th October
Oakleaf Service to be held in Ripon Cathedral on Sunday 19th November at 3.30pm***

11. Information Exchange

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

Tuesday 7th November 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.