



BOROUGHBRIDGE TOWN COUNCIL

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Liz Leatherbarrow
Clerk

Tuesday 31 October 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 7th November 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 7th November 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 3rd October 2023.

3.2 Planning Committee Meeting Minutes Tuesday 3rd October 2023.

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

4.1 Mr Matthew Dawson-Paver has requested to attend and give a report re Roecliffe Lane.

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 (Attendance confirmed 30.9.23)

5.3 Schools Liaison Group report led by Cllr Pauline Phillips

6. Matters arising from previous minutes.

6.1 Remembrance Day 2023

6.2 Sports Field Facility update report led by Cllr McNeil.

6.3 Commuted Sums update, report by Cllr Peter Phillips

6.4 Report on renovation of car park toilets.

6.5 The state of the Buttermarket Cobbles- Project required to explore possible funding streams. Finance and Assets Committee?

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 Proposed MUGA for Recreation Ground led by Cllr Pauline Phillips

7. New issues.

7.1 Funfair 2023 and the future

7.2 Car Park donations and general up-keep, led by Cllr Peter Phillips

7.3 Motor Home bays- grass extensions

7.4 CCTV; including (i) repairs and maintenance, and (ii) CCTV Training (SIA Licence).

7.5 Workload of the Clerk team

7.6 Possible formation of a Police Liaison group

7.7 Defibrillator- including (i) care after use, and (ii) Defibrillator training and CPR/First Aid Training.

7.8 Office opening hours for Christmas period 2023

7.4 Handyman vacancy and appointment

8. Finance and HR.

8.1 To agree the end October 2023 Finance Statement, Bank Reconciliation, and ratify receipts to end of October 2023 for payment

8.2 Parish Precept Letter for 2024/25

8.3 Tourist Information Volunteers thank you lunch 2023

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

9.1 Letter re Parking on Bridge Street, Boroughbridge.

9.2 Letter re road safety concerns along road from Stumps Cross to cemetery, especially in view of Sports Development project.

9.3 Letter re Motor Home parking limits in Back Lane Car Park.

9.4 Letter and video clip received re parking on New Row

9.5 Invitation to Stakeholder Panel meeting at Thalia Waste Management 27.11.2023 at 6.30pm

9.6 Information regarding Police liaison event held on 14th October in Boroughbridge, from PCSO Gudger

9.7 Request from Jules Preston re car charging points

9.8 Letter regards road safety, crossings and traffic calming in Boroughbridge

9.9 Request for installation of a dogwash

9.10 Response regards Roecliffe Lane letter sent to DCllr Windass and NY Officer Melisa Burnham

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

Oakleaf Service to be held in Ripon Cathedral on Sunday 19th November at 3.30pm

Thanksgiving dinner at Menwith Hill, Darley Memorial Hall on Thursday November 16th.

Late-night Christmas Shopping event on Wednesday 6th December.

11. Information Exchange

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

Tuesday 4th December 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.