



## **BOROUGHBRIDGE TOWN COUNCIL**

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Liz Leatherbarrow  
Clerk

Tuesday 28<sup>th</sup> November 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 5<sup>th</sup> December 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 5<sup>th</sup> December 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 7<sup>th</sup> November 2023.
- 3.2 Planning Committee Meeting Minutes Tuesday 7<sup>th</sup> November 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 Schools Liaison Group report led by Cllr Pauline Phillips
- 5.3 Finance and Council Assets report.

#### **6. Matters arising from previous minutes.**

- 6.1 The extension of Aldborough Cemetery led by Cllr Hynes.
- 6.2 damage to headstone in Boroughbridge Cemetery led by Cllr Pauline Phillips.

- 6.3 Upkeep of the Battle display boards in Boroughbridge.
- 6.4 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-
- 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 Proposed MUGA for Recreation Ground, including land registry, led by Cllr Pauline Phillips

#### **7. New issues.**

- 7.1 HSBC mobile banking request to use 1 Hall Square
- 7.2 Health centre concerns – led by Cllr Wilkinson
- 7.3 Police liaison update – led by Cllr Peter Phillips
- 7.4 CPR & Defib Training day Jubilee rooms Sat 13th Jan 2024 plus Bleed kits led by Cllr J Fuller

#### **8. Finance and HR.**

- 8.1 To agree the end November 2023 Finance Statement, Bank Reconciliation, and ratify receipts to end of November 2023 for payment
- 8.2 The request for Precept 2023-24 and budget 2023-24
- 8.3 Christmas Lights in Boroughbridge

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

- 9.1 Request for VAS Signs on Roecliffe Lane from Mr T Bailey
- 9.2 Request for Knife Bin

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

*Late-night Christmas Shopping event on Wednesday 6<sup>th</sup> December.*

*Ripon Advent Carol Service and Procession on Sunday 3<sup>rd</sup> December, Queen Ethelburga's College Carol Service, Ripon Cathedral.*

#### **11. Information Exchange**

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

Tuesday 9<sup>th</sup> January 2024 at 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.*