



## **BOROUGHBRIDGE TOWN COUNCIL**

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Liz Leatherbarrow  
Clerk

Tuesday 28<sup>th</sup> May 2024

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 4<sup>th</sup> June 2024 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 4<sup>th</sup> June 2024**

#### **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> May 2024.
- 3.2 Planning Committee Meeting Minutes Tuesday 7<sup>th</sup> May 2024.

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

- 4.1 Sue Johnson- Boroughbridge Lions re a Summer fete in June 2024.
- 4.2 Caroline Salter- a presentation regarding the river Ure and sewage.

#### **5. External Stakeholder and Working Group Reports**

- 5.1 District Councillor's report from District Councillor Robert Windass
- 5.2 Schools Liaison Group report led by Cllr Pauline Phillips
- 5.3 Cemeteries Committee report
- 5.4 Police and Parishes Liaison

5.5 Finance and Assets Committee - Recommendations including Boiler replacement, CCTV, Car Park Mo-Ho standing area.

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

6.1 Review and adoption of the Standing Orders and Council Policies including Financial Regulations and HR Policies.

6.2 Membership of Working Groups and Committees, with changes to ratify.

6.3 The Asset register review.

6.4 Review of Policies and procedures including employment, and complaints.

6.5 Review of Subscriptions

6.2 Recommendations from Working Group regards MUGA quotes.

6.3 Request from Boroughbridge Lions regards Boroughbridge Summer Fete 2024.

6.4 The Sports Village development.

6.5 Co-option to the Town Council.

**7. Finance and HR.**

7.1 To agree the end May 2024 Finance Statement, Bank Reconciliation, and ratify receipts to end of May 2024.

7.2 Annual Audit Process (AGAR) for 2023-2024 Public notice information.

7.3 Recommendations from Finance Committee meeting in May, including Insurance renewal.

**8. New issues.**

8.1 Review of CCTV system and repairs needed.

8.2 Boroughbridge Fete 30<sup>th</sup> June 2024

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

9.1 Police Liaison – Harrogate Outer Newsletter April 2024

9.2 'A Market in Boroughbridge' - response received.

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

10.1 Invitation to attend "Hetty's Big Disco" - a birthday celebration at Boroughbridge Manor Care Home 24<sup>th</sup> May.

**11. Information Exchange**

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

**Tuesday 2<sup>nd</sup> July 2024 at 6.30pm.**

*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.*