



BOROUGHBRIDGE TOWN COUNCIL

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Liz Leatherbarrow
Clerk

Tuesday 26th August 2025

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 2nd September 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 2nd September 2025

58.1 To receive apologies for absence and record in the minutes

58.2 To consider the approval of reasons for absence given by councillors

59. To receive declarations of interest in items on the agenda

60.1 To confirm the minutes of Full Council Meeting on 5th August 2025 as a true and accurate record

60.2 To confirm the minutes of the Planning Committee Meeting on Tuesday 5th August 2025 as a true and accurate record.

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

62. To receive External Stakeholder and Working Group Reports

62.1 To receive updates from District Councillor Robert Windass

62.2 To receive any updates from the Finance and Assets Committee Chair.

Including to consider the approval of amendments to Internal Controls Checklist, and to consider approval of processes for submitting AGAR in 2026.

- 62.3 To receive an update from the Cemeteries Committee Chair, including to consider approval of new wheelie bin enclosure in Boroughbridge Cemetery.
- 62.4 To receive an update from the HR Committee Chair.
- 62.5 To receive an update from the Environment and Sustainability Committee Chair.
- 62.6 To receive an update from the Planning Committee Chair.

63. To consider approval of Finance information for August.

- 63.1 To consider approval of the end August 2025 Finance Information and Bank Reconciliation.
To note receipts and payments to end of August 2025.

64. Matters arising from previous minutes

- 64.1 To receive an update on progression with Sports Village project
- 64.2 To receive an update on the current situation following the arson attack in Springfield Court
- 64.3 To consider the issue of joint collaborative working within the parish community
- 64.4 To consider approval for purchasing a replacement bench at Aldborough crossroads.
- 64.5 To receive an update on the Community Hall/Building project
- 64.6 To receive an update on the Toilet Block flooring.
- 64.7 To receive a report on damaged gate at rear of toilet block
- 64.8 To consider issues relating to the car park including white lining quotes, trees and rubbish
- 64.9 To receive a progress report on the Recreation Ground improvements
- 64.10 To consider approval of Risk Assessments agreed in November
- 64.11 To consider a date for cleaning of Fountain Apron
- 64.12 To consider response to Merit Estates letter (65.1)
- 64.13 To consider latest Commuted Sums information received
- 64.14 To consider response from Keogh's Legal Services re Insurance claim (65.5)
- 64.15 To consider update on Fire Alarm, exterior painting, Fountain trees.
- 64.16 To consider suspension of AOB/Information Exchange on agenda

65. To receive information on the following correspondence and decide further action where necessary

- 65.1 Letter from Merit Estates
- 65.2 Letter from Tony Coles
- 65.3 Letters x 2 from Mel Thornton (16.8.25, 7.8.25)
- 65.4 Letter from Bob Geal
- 65.5 Letter from Keogh's Legal Services
- 65.6 Letter from NYC re consultation on submitted neighbourhood plans
- 65.7 Letter from Colette Ambrose

66. To receive information on Invitations received for the Mayor of events to attend in September

- 66.1 Battle of Britain Service, which will take place on Sunday 14th September

67. To confirm the time and date and venue of the next Full Council Meeting will be Tuesday 7th October 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.