



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 30th September 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 7th October 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 October 2025

68.1 To receive apologies for absence and record in the minutes.

68.2 To consider the approval of reasons for absence given by councillors.

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

70.1 To confirm the minutes of Full Council Meeting on 2nd September 2025 as a true and accurate record

70.2 To confirm the minutes of the Planning Committee Meeting on Tuesday 2nd September 2025 as a true and accurate record.

**71. Public questions/statements and requests to speak at Agenda item 71.2 received prior to the meeting.
None received.**

72. To receive External Stakeholder and Working Group Reports

72.1 To receive updates from District Councillor Robert Windass

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

72.3 To receive an update from the Cemeteries Committee

- 72.5 To receive an update from the Environment and Sustainability Committee Chair.
- 72.6 To receive an update from the Planning Committee Chair, including the Co-Op site and the Sports Village

73. To consider approval of Finance information for September.

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

74. Matters arising from previous minutes

- 74.1 To consider actions needed to maintain the lights on trees in St James' Square
- 74.2 To receive confirmation of whole council training for Fire Alarm and Code of conduct- Wednesday 26th November 18:00 to 20:30 hrs
- 74.3 To receive an update on the Community Hall/Building project
- 74.4 To consider current Youth provision in Boroughbridge
- 74.5 To note change of rubbish bins
- 74.6 To consider how to promote the upgrade of the recreation ground facilities
- 74.7 To consider office key allocation
- 74.8 To consider response to resident parking request 29.9.25 (Relating to 75.1 below)
- 74.9 To note Risk Assessment Interim Reviews now need to be completed by Committee Chairs and members

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

- 75.1 Letter and response from D Cranney suggesting resident parking in Boroughbridge
- 75.2 Letter from NYC re Community Governance reviews 2025-6
- 75.3 Letter sent from Sir Alec Shelbrooke in response to shared opposition to developments in Boroughbridge Locality
- 75.4 Confirmation of receipt of letter to Jo Coles re Back Lane Car Park incident Ref NY9992.

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

- 76.1 Farewell Service for Bishop Nick Baines, Bishop of Leeds at Ripon Cathedral on 23rd November at 3.30pm
- 76.2 Boroughbridge Community Charity 50 years celebratory event, Crown Hotel on 7th October, 2pm-4pm.
- 76.3 Oakleaf Service at Ripon Cathedral on Sunday 16th November at 3.30pm

77. To confirm the time and date and venue of the next Full Council Meeting will be Tuesday 4th November 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.