



## **BOROUGHBRIDGE TOWN COUNCIL**

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Liz Leatherbarrow  
Clerk

Tuesday 25<sup>th</sup> November 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 on Tuesday 2<sup>nd</sup> December 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 2<sup>nd</sup> December 2025**

**89.1 To receive apologies for absence and record in the minutes.**

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

**90. To receive declarations of interest in items on the agenda**

**91. To confirm the minutes of Full Council Meeting on 4<sup>th</sup> November 2025 as a true and accurate record**

**92. To confirm the minutes of the Planning Committee Meeting on Tuesday 4<sup>th</sup> November 2025 as a true and accurate record.**

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

**94. To receive External Stakeholder and Working Group Reports**

**94.1 To receive updates from District Councillor Robert Windass**

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

**94.3 To receive an update from the Cemeteries Committee**

- 94.5 To receive an update from the Environment and Sustainability Committee Chair.
- 94.6 To receive an update from the Planning Committee Chair, including consideration of 98.2 letter from Yorkshire Water re consultation, and 98.3 'Adoption of new Settlement (Maltkiln) Development Plan Document'
- 94.7 To receive a report from the Human Resources Committee Chair
- 94.8 To receive a Minskip area report

**95. To consider approval of Finance information for November.**

- 95.1 To consider approval of the end November 2025 Finance Information and Bank Reconciliation.  
To note receipts and payments to end of November 2025.
- 95.2 To consider approval of the proposed budget prepared for 2026-7.
- 95.3 To consider approval of the proposed Precept request for 2026-7
- 95.4 To consider approval of the draft reserves Policy document

**96. Matters arising from previous Minutes**

- 96.1 To note completion of all interim Risk assessment reviews have been completed
- 96.2 To consider and confirm the acceptance of the Civility and Respect Pledge by Boroughbridge Town Council
- 96.3 To receive an update on the new Volunteer Register
- 96.4 To consider a review of Remembrance Day arrangements
- 96.5 To consider repair works to Fountain
- 96.6 To receive an update on Car Park projects, including repairs to the fencing
- 96.7 To consider the maintenance arrangements for the Battle boards
- 96.8 To consider actions needed to maintain the lights on trees in St James' Square
- 96.9 To receive an update on the Community Hall/Building project
- 96.10 To receive a report on the Sports Village development
- 96.11 To receive a Commuted Sums report
- 96.12 To receive updates on speed limit on Minskip Road to Chapel Hill

**97. New issues**

- 97.1 To consider changes made at Allotments
- 97.2 To consider the lease and tenancy agreement to Flat 10A Fishergate
- 97.3 To consider actions needed regarding the internal decoration of the TIP spaces

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

- 98.1 Letter from Head Teacher of Primary School
- 98.2 Letter from Yorkshire Water re outline application for up to 180 dwellings
- 98.3 'Adoption of new Settlement (Maltkiln) Development Plan Document'
- 98.4 Response from CCIr Windass re project funding
- 98.5 Response from Gary Fielding re project funding
- 98.6 Letter of apology from Police to mayor

**99. To receive information on Invitations received for the mayor of events to attend**

- 99.1 Thank you and Christmas celebration meal with TIP Volunteers

**100. To confirm the time and date and venue of the next Full Council Meeting will be Tuesday 6<sup>th</sup> January 2026 at 18:30.**

*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.*