



## **BOROUGHBRIDGE TOWN COUNCIL**

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Liz Leatherbarrow  
Clerk

Tuesday 27<sup>th</sup> January 2026

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 3<sup>rd</sup> February 2026 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 3<sup>rd</sup> February 2026 at 18:30.**

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

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

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

**112.1 To confirm the minutes of Full Council Meeting on 2<sup>nd</sup> December 2025 as a true and accurate record**

**112.2 To confirm the minutes of the Planning Committee Meeting on Tuesday 2<sup>nd</sup> December 2025 as a true and accurate record.**

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

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

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

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

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

**114.4 To receive an update from the Environment and Sustainability Committee Chair.**

- 114.5 To receive an update from the Planning Committee Chair
- 114.6 To receive a report from the Human Resources Committee Chair
- 114.7 To receive a Minskip area report

**115. To consider approval of Finance information for January 2026**

- 115.1 To consider approval of the end January 2026 Finance Information and Bank Reconciliation.  
To note receipts and payments to end of January 2026.

**116. Matters arising from previous Minutes**

- 116.1 To consider Remembrance Day Parade arrangements for 2026
- 116.2 Response regarding Boroughbridge High School (see 118.2 below)
- 116.3 To consider changes to allotments site

**117. New issues**

- 117.1 To consider Highways issues recently identified and reported to council, to include parking issues outside Spar in High Street, litter, street lighting.
- 117.2 To consider Construction traffic issues at Fulmar Road
- 117.3 To note repairs to toilet block roof
- 117.4 To note Local Government Boundary Commission, North Yorkshire Boundary Changes Final Recommendations

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

- 118.1 The Centre for Ageing Better's 'Age-friendly Town and Parish Guide'
- 118.2 Response regarding Boroughbridge High School.
- 118.3 Communications received (6+ received in email trail initiated by resident) regarding construction traffic at Fulmar Road, Boroughbridge
- 118.4 NYC Notification of public consultation on the Council's draft Local Planning Enforcement Plan (LPEP)
- 118.5 Back Lane Car Park – 'Feedback and Suggestions' from Bransby Wilson
- 118.6 NYC proposed draft Local Planning Enforcement Plan to replace the existing Local Enforcement Plan
- 118.7 Tourist Information Point equipment replacement funding opportunity
- 118.8 Letter from Mr Collier regarding planning development in Boroughbridge

**119. To receive information on Invitations received for the Mayor of events to attend**

- 119.1 Candlemas Festival Eucharist at Ripon Cathedral on Saturday 31<sup>st</sup> January at 5.30pm
- 119.2 22<sup>nd</sup> February NYCC Civic Service in Helmsley, 11am
- 119.3 26<sup>th</sup> February Darley Memorial Hall Thanksgiving Dinner, 6.30pm

**120. To confirm the time and date and venue of the next Full Council Meeting will be Tuesday 3<sup>rd</sup> March 2026 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.*