BOROUGHBRIDGE TOWN COUNCIL
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Liz Leatherbarrow
Clerk

Tuesday 29th September 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 Aldborough Village Hall, Aldborough.

FULL COUNCIL MEETING AGENDA TUESDAY 6th October 2026 at 18:30

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.

FULL COUNCIL MEETING AGENDA – Tuesday 6th October 2026 at 18:30

210. To receive apologies for absence and consider reasons for apologies received

211. To note declarations of interest in items on the agenda

212. To consider approval of previous Meeting Minutes.
212.1 Full Council Meeting Minutes Tuesday 1st September 2026.
212.2 Planning Committee Meeting Minutes Tuesday 1st September 2026.

213. Public questions/statements and requests to speak received prior to the meeting.

214. Finance.
214.1 **To consider the end August 2026 Finance Statement, Bank Reconciliation, and ratify receipts to end of August 2026.**
214.2 **To note closure letter from External Auditor, notice of conclusion of Audit and draft Action plan.**
214.3 To consider new bench on Aldborough Green

215 To receive External Stakeholder and Working Group Reports
215.1 To receive updates from County Councillor Robert Windass

215.2 To receive any updates from the Finance and Assets Committee Chair.
215.3 To receive an update from the Cemeteries Committee
215.4 To receive an update from the Environment and Sustainability Committee Chair
215.5 To receive an update from the Planning Committee Chair
215.6 To receive a report from Human Resources Committee Chair
215.7 To receive a Minskip area report
215.8 To receive a report on the Sports Village development and actions needed
215.9 To receive a report on IT and social media working group
215.10 To receive any other committee/working group reports

216. Matters arising from previous minutes
216.1 To consider annual Risk Assessments and planning for monitoring of assets
216.2 To consider quote for the valuation of Hall Square
216.3 To receive an update on progress of project and to consider 3 quotes for structural engineer for Fountain
216.4 To receive update on works to Back Lane Car Park and to consider Motor Home parking
216.5 To consider Mill Lane
216.6 To receive an update on Commuted Sums spreadsheet
216.7 To receive an update on arrangements for town councillor surgery drop ins
216.8 To receive an update on the Co-Op site
216.9 To consider Horsefair traffic concerns (see also 218.2, 218.8)
216.19 To consider quotes for fireproof cabinet for burial records

217. New matters
217.1 To consider IT Working group recommendations from 14.9.2026 meeting

218. Correspondence received since the last Full Council Meeting.
218.1 Letter of resignation from Cllr McNeil
218.2 Letter re accident on Horsefair 14.9.26, (15.9.26)
218.3 Remembrance Day arrangements (15.9.26)
218.4 North Yorkshire Local Plan update for Parish, Town and City Councillors – Scoping Consultation and Engagement Strategy consultations
218.5 Email from Chair of Governors at Boroughbridge High School
218.6 Verbal correspondence about hazardous parking on York Road at junction with Aldborough Road
218.7 Verbal concerns about hazardous driving and lack of signage on Hall Square at Back Lane junction
218.8 Verbal concerns about hazard to pedestrians due to lack of safe crossing points on Horsefair, and traffic calming measures needed along Horsefair
218.9 Notification of The Ilkley and District Motor Club Jubilee Historic Rally 24th and 25th October 2026 passing through locality
218.10 Home to School Travel Policy Post Implementation Review consultation

219. Mayor's report, including invitations received
219.1 The Oakleaf Service to be held at Ripon Cathedral on Sunday 15th November at 3.30pm
219.2 "A Celebration of Civic and Community Service" to be held on Saturday 17th October, Bedale.
219.3 Visit to Boroughbridge High School, 20th October
219.4 Attendance at Minskip Hall coffee morning 20th October
219.5 BCC Community Transport Week event 12th October
219.6 Parish Liaison Conference 16th October

220. To note any Training attended/planned
220.1 Addressing the Biodiversity Challenge (21.9.26) Cllr E Philips

220.2 FILCA training (LL)

221. To note the time and date and venue of the next Full Council Meeting.

Tuesday 3rd November 1, Hall Square, YO51 9AN 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.