



## **BOROUGHBRIDGE TOWN COUNCIL**

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### **MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 4<sup>th</sup> APRIL 2023.**

Meeting held at the Council Offices.

**Councillors attending:** Sean Hynes (Chair), James McNeil, John Goss, Monika Kaczmarczyk, Robert Young, Julie Fuller, Kenny Fuller. District County Councillor Robert Windass attended to give his report and left afterwards. Also present were Police officers: Chief Constable Lisa Winward, Chief Inspector Richard Ogden.

**Clerk present:** L. Leatherbarrow.

**Meeting opened:18:30.**

#### **1. Apologies for absence**

Cllr James Wilkinson, Cllr Pauline Phillips, Cllr Peter Phillips

#### **2. Declarations of interest in items on the agenda**

None.

#### **3. Approval of previous Meeting Minutes.**

3.1 Full Council Meeting Minutes Tuesday 7<sup>th</sup> March 2023.

**Proposed.** All in Favour.

3.2 Planning Committee Meeting Minutes Tuesday 7<sup>th</sup> March 2023.

**Proposed.** All in Favour.

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

A request to speak was received, but the person concerned did not attend.

#### **5. External Stakeholder and Working Group Reports**

##### **5.1 County and District Councillor's report from District County Councillor Robert Windass**

District County Councillor (DCCLr) Windass gave his report:

The move to the new Unitary North Yorkshire Council organisation has taken place from 1<sup>st</sup> April 2023.

DCCLr Windass explained it was anticipated some initial difficulties may arise with this change over, but

recounted that so far things had transferred to a new services arrangement with only minor issues reported.

Funding remains an issue of concern for the future as large sums are involved in maintaining the organisation.

DCCLr Windass is to remain as a member on the new Area Constituency Planning Committee, which includes Harrogate and Knaresborough areas and meets on the last Thursday of each month.

DCCLr Windass has continued to highlight the problems and issues, caused by the poor state of Roelcliffe Lane,

with relevant officers and departments in North Yorkshire Council, in support of issues raised by

Boroughbridge Town Councillors and a resident who has corresponded with the Town Council.

Cllr Kenny Fuller commented on the recent actions of Police, Fire and Crime Commissioner Zoe Metcalfe, expressing his disappointment with regards the impact of her actions.

## **5.2 Police Report - Chief Constable Lisa Winward**

The Chief Constable gave her report with a focus on an overview of Policing in North Yorkshire:

On 31<sup>st</sup> March North Yorkshire has 1,645 officers, an increase of 200, but this is still not as many as would be liked by Chief Constable Winward. Government promised new recruitment has boosted Police numbers but at the same time this is impacted by natural wastage; it is the aim to keep the number of Police officers at this level in North Yorkshire.

There has recently been an operational review, the first since 2015. The review shows that cyber-crimes, fraud, child sex abuse crimes and on-line crimes have all increased significantly; impacting on the type of policing that is required. Despite the change to the methods of policing the change to crimes demands, it is the aim to ensure that a visible Police presence is still a priority for the Force in North Yorkshire. There is currently an on-going focus on Neighbourhood Policing taking place.

The recent Mer Majesty's Inspection Report findings were very disappointing to North Yorkshire Police. However, the report did note the positive impact of prevention strategies and the positive visible presence of Police across North Yorkshire. Corporate Services were identified to be in need of improvement, and digital forensics; both are now a focus with increased funding being allocated. Digital Forensic Services are overwhelmed, and a key focus given the change to types of crimes identified.

27 new direct appointment Detectives have been appointed, since Detective numbers were identified as low and this was in need of investment.

Chief Constable Winward hoped this demonstrated how all aspects of the Inspection Report are being actioned and impacting on development and change.

Cllr Fuller raised a question to ask if recruitment is taken from civilians. Chief Constable Winward explained how funding for Police Staff is not covered by the Government funding allocated, only officers. The budget is £7Million short for this current year and there cannot be any overspend. Recruitment and retention of trained officers and staff remains a problem, especially when there is continuous leaking of trained staff to private organisations who have larger budgets and salaries to offer than the Police Force.

Chief Inspector Ogden then gave a report on local neighbourhood policing issues:

Anti-Social Behaviour has recently been a major focus impacting locally. There are Anti-Social Behaviour Plans in place as a result.

Officers in the teams in Knaresborough, Ripon and Harrogate were identified, to confirm the names of the officers who support the local area of Boroughbridge.

Chief Inspector Ogden asked how often Police officers attended Council meetings. It was explained that Police attendance has not been regular at Council Meetings, and this was disappointing, but Officers had attended the local Safer Neighbourhood Group Meetings, which was welcomed.

Chief Inspector Ogden gave a report on local crime figures for the previous 3-month period in the Boroughbridge area:

Anti-Social Behaviour issues accounted for much of the Police work recently. Problem-solving Plans have been implemented, which are impacting positively to reduce the number of incidences reported. Charges and arrests have been made and Curfews have been implemented. Curfews are monitored and will remain in place until the summer. Recently fewer incidences had been reported as a direct result of the interventions.

Locations for incidences reported include Morrisons Supermarket and Boroughbridge High School. Incidences include violent incidences, petty theft and Anti-social Behaviour. The number of incidences reported is higher than the same period in 2022, but not significantly.

Road traffic incidences reported included 7 road traffic collisions (excluding collisions on A1 Motorway) and speed enforcement has been a focus for Policing locally. It was explained that Speed monitoring vans have been used strategically in places where speeding has been reported as a dangerous issue. The vans have no targets to meet but are located to impact on speeding and successfully have caught violators and aim to improve road safety as a result.

Cllr Fuller asked if Acceptable Behaviour Contracts are still being used by the Police. It was confirmed this is so.

Cllr Goss mentioned that the Police had promised to provide a community van to regularly park at the Council Offices and provide a partnership link with the community. This venture failed at the first and only attempt. However, it was suggested this could be an excellent way of improving the visible presence of the Police in Boroughbridge and would be beneficial to reassuring residents and developing partnership working with the community.

Chief Constable Winward endorsed the idea of the van being regularly used in Boroughbridge to improve Police visibility and improve partnership working with residents. She endorsed the reinstatement of this venture and agreed a once-a-month visit would be a good strategy. She asked if the local Policing team would set this up again.

Cllr Maczmarczyk asked how the Police would plan to work locally in partnership to implement the focus of Anti-Social Behaviour policing promoted in Government proposals on 27<sup>th</sup> March 2023.

Chief Constable Winward explained that her priority is on prevention and intervention strategies. She reinforced the notion of partnership working with Communities to tackle issues such as Anti-social Behaviour and recommended the use of the Community Messaging system to report incidences. The frustrations of faults with the 101 reporting service were recognised, and the Messaging System was again recommended.

Cllr Hynes asked which it was best to use in the community- Neighbourhood Watch or the Community Messaging system.

The Chief Constable explained that The Neighbourhood Watch organisation was a partnership agency to the Police, but she stressed it required engagement and commitment to be successful. With a strong purpose identified by the Neighbourhood Watch group. She confirmed both Neighbourhood Watch and Community Messaging can work well and can both be used.

On behalf of the Town Council Cllr Hynes thanked the Police officers for attending the meeting and providing the shared information and reports given.

Chief Constable Winward expressed her thanks for being invited to attend and asked that future meeting date information is passed to Inspector Ed Rogerson. She also asked for liaison with Inspector Rogerson regarding the reinstatement of the Community Police Van surgery.

**ACTION:** Clerk to liaise with Inspector Rogerson to share all details as per Chief Constable Winward's suggestions regards Police attendance at Council Meetings and reinstatement of a community Police van 'surgery' once a month in Boroughbridge.

### **5.3 Events and Social Working Group report led by Cllr Julie Fuller**

Cllr Julie Fuller gave her report:

The pin badges have been purchased by Cllr Jamie McNeil for distribution to the Primary aged school children as a commemorative gift from the Town Council.

Bunting and a decorative centrepiece have been designed and will be erected on the Buttermarket Museum with the coronation emblem at the centre. Enquiries have been made with local groups to confirm that yarn bombing decorations will be made for the Town centre. Receipts for the purchases will be passed to the Clerk for processing per the Finance Regulations.

Cllr Goss reported that decorative commemorative boards have been purchased for Chatsworth Grove Garden space.

It was agreed the decorations should all be erected 2 weeks prior to the coronation on 6<sup>th</sup> May.

### **5.4 Social Media and News Working Group report led by Cllr Jamie McNeil**

No report to share.

### **5.5 Schools Liaison Group report led by Cllr Pauline Phillips**

No report to share.

### **5.6 Menwith Hill Liaison Group report led by Cllr Monika Kaczmarczyk**

It was confirmed that Cllr Pater Phillips and Cllr Pauline Phillips attended a Spring Reception at Menwith Hill Camp on behalf of the Town Council. The event was a good opportunity to refresh links with the Camp.

## **6. Matters arising from previous minutes not specifically covered on the agenda.**

### **6.1 Update on the sale of Mill Lane, report by Cllr Sean Hynes**

Cllr Hynes reported that the sale of the land is progressing, with documentation currently in processing.

### **6.2 Update on the development of website, report by Cllr James Wilkinson, confirming contact information Shared**

No report shared. It was noted the renewed version of the website is now live.

### **6.3 Sports Field Facility update, including Aldborough Gate meeting and ratification of costs for valuation of land. Report by Cllr James McNeil and Cllr Sean Hynes**

The Chair proposed that all discussion about this agenda point is deferred due to absences. This agenda point will be considered at an Extraordinary General Meeting of the Council on 18<sup>th</sup> April at 6pm in the Council Offices.

It was confirmed that a meeting had taken place with Darren Sadler, which included a presentation given by Mr Sadler relating to proposals and plans for a sports development in Boroughbridge.

Cllr Hynes expressed his disappointment that the Town Council had not been better represented by Councillor attendance at the meeting. Cllr Kaczmarczyk and Cllr Goss offered their apologies for not attending the meeting.

### **6.4 Commuted Sums update, report by Cllr Peter Phillips**

No report given, agenda point to be deferred to the Extraordinary Council Meeting on 18<sup>th</sup> April at 6pm.

### **6.5 Report on changes to Cemetery Charges 2023-24 by Cllr Robert Young**

Cllr Young shared the revised charges calculated and prepared by the Burial Clerk. He explained charges in Boroughbridge had not been increased for several years, and the proposed increases were in line with the charges levied by Harrogate Borough Council for 2023-24.

**Proposal:** To accept the prepared Cemetery Charges for 2023-2024, with an offer made to local residents of a 20% discount.

**All in Favour.**

### **6.6 New structure of Committees, including ratification of membership, and confirmation of proposed quarterly meeting dates in 2023, led by Cllr Sean Hynes**

The new Committee structure was circulated prior to the meeting.

**Proposal:** To accept the new Committee structure and membership from 5<sup>th</sup> April 2023.

**All in Favour.**

**ACTION:** Clerk to circulate quarterly meeting dates for the forthcoming Committee meetings.

### **6.7 Report on review of Council Policies by Cllr Pauline Phillips**

No report to share. Agenda point to be deferred to Extraordinary Meeting on 18<sup>th</sup> April.

### **6.8 Report on Tenders and Contracts reviewed, by Cllr Pauline Phillips, including renewal of Handyman Contract and Grass Cutting Contract in Aldborough**

No report to share.

Cllr Hynes reported that the Tenders for the contracted services to the Council needed renewing.

In addition the Toilet Services contractor has given notice of 31<sup>st</sup> May 2023.

**ACTION:** Clerk to advertise the Tenders.

### **6.9 Report on renovation of car park toilets, by Cllr K Fuller, condition of Car Park**

Cllr Fuller reported that the refurbishment works were due to begin this week, but no works have begun. He will request an up-date from the contractor as to when they will begin working and share information accordingly.

A very high amount has been charged by the Water Company for water charges from December to March 2023 for the toilet block. The amount has been questioned and investigations are in process to confirm an accurate charge.

## **7. New issues.**

### **7.1 Proposal to hold a Civic Service on May 7<sup>th</sup> at St. Andrews Church, to celebrate the coronation of King Charles, from Cllr Sean Hynes.**

Proposal was discussed.

**Proposal:** To hold a Civic Service at 10am on May 7<sup>th</sup> at St. Andrews Church, Aldborough, to celebrate the coronation of King Charles

**All in Favour.**

### **7.2 Proposal for Funfair to be held in Back Lane Car Park in 2023**

The Clerk reported that attempts had been made to contact the owner of the Funfair to plan arrangements for the funfair in 2023, but unfortunately no response has been received to allow planning to take place.

### **7.4 Town Council Annual Meeting and Election of Mayor for 2023-2024**

To defer to Extraordinary Meeting on 18<sup>th</sup> April.

### **7.5 Recruitment of Deputy Clerk**

The Clerk reported on the applications received.

The Chair proposed the appointment is now completed by the Human Resources Committee team.

**ACTION:** Chair of the HR Committee to lead on the appointment process.

## **8. Finance and HR.**

### **8.1 To agree the end March 2023 Finance Statement, Bank Reconciliation and payments to end of March 2023**

**Proposal:** To accept the end of March 2023 statement, Bank Reconciliation and payments to end of March 2023.

**All in Favour.**

### **8.2 To ratify proposal to advertise for new Tender applications for a weed spraying contract in Boroughbridge**

**Proposal:** To advertise the Tender for weed spraying in Boroughbridge.

**All in Favour.**

### **8.3 To ratify spending allocated for celebration of Coronation of King Charles**

The Finance Regulations relating to costs incurred have been circulated. Total costs incurred will fall below £400.00.

## **9. Additional correspondence received since the last Full Council Meeting.**

### **9.1 Letter from Inspector Ed Rogerson re anti-social behaviour**

Noted.

### **9.2 Letter from Boroughbridge Bowls Club**

The comments were noted.

**ACTION:** Clerk to reply on behalf of the Council.

## **11. Any Other Business.**

**Cllr Kaczmarczyk** reported that a Litter Pick planned recently in Minskip had not taken place due to the event clashing with a theatre event. The Litter Pick will be reorganised soon. A new date will be announced.

**Cllr Goss** confirmed he will attend a meeting with Yorkshire Water on Thursday next week and has information with photographs to show sewerage in the river.

**Cllr Young** reported that 4<sup>th</sup> April 2023 marks the 40<sup>th</sup> anniversary of his first attendance at a Council meeting for Boroughbridge Town Council.

Cllr Hynes proposed, on behalf of the Council and residents of Boroughbridge, a vote of thanks to Cllr Young for his service.

**11. Confirm the time and date and venue of the next Full Council Meeting.**

**Full Council Meeting** Tuesday 2<sup>nd</sup> May 2023, 6.30pm, Council Offices.

**Extraordinary Meeting of the Council** on Tuesday 18<sup>th</sup> April at 6pm in the Council Offices.

The meeting ended at 20.20

*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.*

Signed \_\_\_\_\_  
Mayor and Chair of Council

Date \_\_\_\_\_