



BOROUGHBRIDGE TOWN COUNCIL

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MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 6th AUGUST 2024.

Meeting held at the Council Offices.

Councillors attending: Cllr Pauline Phillips- Chair of the meeting, Cllr Jamie McNeil, Cllr Sean Hynes, Cllr Peter Phillips, Cllr James Wilkinson, Cllr Rob Young, Cllr Julie Fuller, Cllr Kenny Fuller.

Clerks present: P. Howell, and Liz Leatherbarrow who took the minutes.

Members of the public present:

Mr Simon Ashby, Mr Nathan Plowright.

The meeting started at 18.30.

1. Apologies for absence

Cllr Monika Kaczmarczyk.

2. Declarations of interest in items on the agenda

None declared.

3. Approval of previous Meeting Minutes.

3.1 Full Council Meeting Minutes Tuesday 2nd July 2024.

Proposed. All in Favour.

3.2 Planning Committee Meeting Minutes Tuesday 2nd July 2024.

Proposed. All in Favour.

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

None.

5. External Stakeholder and Working Group Reports

5.1 District Councillor's report from District Councillor (DCllr) Robert Windass

Cllr Windass arrived at 18.50 and he gave his report:

School transport costs in North Yorkshire amount to c £50Million. The new system has been approved at Full Council and will now change to reduce costs. There are discretionary regulations about school attendance for children that will change, and impact travel allowances paid. Legal clarification has been used to determine how far children may be expected to walk to school at specific ages. All changes will start from September 2024 term. Cllr Windass expressed his concerns about aspects of the change relating to siblings.

Cllr McNeil asked if public transport systems in North Yorkshire will be improved to offset the difficulties some young people and families will now face from September.

There is a North Yorkshire Council (NYC) consultation running “Let’s talk rubbish”. This is to determine changes to refuse collection. The scheme used in Selby is currently favoured. All were encouraged to respond to the consultation in place.

Richard Flinton has received the consultation document of the Planning changes to be implemented by Central Government. The changes from the document mean that whereas in previous years North Yorkshire must provide 1,361 new dwellings per year in future it will have to provide 4,232 dwellings per year. It also details the need to identify/review green belt land and grey belt land for the new planning changes being implemented. Other changes documented include the decision-making process moving to Officers away from local committees.

Many of the town councillors expressed consternation at the changes and how they may impact in Boroughbridge.

Cllr Hynes asked Cllr Windass if it would be advisable for a local Plan to be written for Boroughbridge. DCllr Windass recommended that it was advisable to wait for the end of the consultation period before deciding future actions.

Cllr Wilkinson asked about the recent consultation information about Boundary changes that has been released by North Yorkshire Council. DCllr Windass confirmed the changes impact on the number of District Councillors reducing from 90 to 89.

DCllr Windass confirmed that the resurfacing and repairs to Roecliffe Lane are still included in the NYC plans. Recent ‘patching repairs’ were only carried out to ensure the road was safe.

Cllr K Fuller asked if traffic calming measures could be included when the Roecliffe Lane works start. This was briefly discussed.

DCllr Windass confirmed that the issue of the dangers/hazards to pedestrians crossing the road near to the Stump Cross development has been discussed. The developers must ensure that when all works are completed at the site the road and verges are brought back to adequate necessary standards.

DCllr Windass left the meeting at 19.15, giving apologies for the September Full Council Meeting due to a holiday.

5.2 Police Liaison Group meeting report led by Cllr Peter Phillips

Cllr Phillips had circulated a report to the council before the meeting tonight. He briefly summarised the main points:

The new liaison group has met, was well attended, and was positive and successful, especially as a means of exchanging local Police and crime information. The next meeting is planned for October. Inspector Holly Nicholls confirmed statistics about policing in the locality are available on the Harrogate outer Area summary on the Police website.

Cllr Hynes suggested the data from the website is included at monthly town council meetings in future. It was agreed this would be circulated by the clerk before each meeting.

A representative from Inspire Youth had attended the liaison meeting. Feedback from Skelton praised the work of the Inspire Youth team. It was confirmed Inspire Youth will visit Boroughbridge, parking at the recreation ground.

Cllr Young asked if parking enforcement be added to the next agenda for the meeting in October. He explained how the parking issues on York Road were continuing in term time to cause dangers and obstructions. The topic was briefly discussed, including possible suggested ideas to solve the parking problem and the need for photographic evidence to share at any review.

The Chair suggested the parking on York Road is reviewed after September’s new term starts. She confirmed the topic will be again added to the agenda of the October town council meeting.

5.3 JPC Meeting report led by Cllr Pauline Phillips

Cllr Pauline Phillips gave her report:

The recent JPC meeting was interesting and informative. Topics discussed included (i) the funding issues of Boroughbridge Library, (ii) the bridge lighting project, (iii) leaflets used by the Tourist Information Point (TIP) in Boroughbridge, and (iv) Commuted Sums monies.

(i) See 6.4 below where this was discussed.

(ii) Cllr K Fuller gave an up-date about the bridge lighting project. He explained the planning information requested has been resubmitted. No response has yet been received to the application to allow for any other planning/actions.

(iii) Cllr Phillips explained that she had requested storage of leaflets used in the TIP be returned to 1 Hall Square, rather than kept in a private home. It had been confirmed that the leaflets would be brought to the council offices for storage but has not yet happened.

(iv) The current plans for the use of available Commuted Sums monies in Boroughbridge was shared. Langthorpe PC also shared their possible plans. It was suggested that when the Sports Village is built other local parishes might also contribute money towards the development as the facility will benefit all local residents in other local parishes, not solely Boroughbridge.

6. Matters arising from previous minutes.

6. Reports from recent Committee meetings held:

6.1 Human Resources Committee including information about policy reviews and co-option procedure.

The policies have been reviewed by Cllr P Phillips and Cllr Pauline Phillips. When they are circulated by the clerk to all councillors and agreed they will be uploaded on the website.

The Chair confirmed that the closing date for the co-option vacancy advertised is 23.8.2024. After this date applicant information will be shared with the full council and the process will continue as in the policy.

Cllr K Fuller suggested the vacancy is advertised on Boroughbridge Chatter. It was confirmed notification has been shared of the vacancy on Boroughbridge Chatter in addition to the town facebook page and website.

6.2 Review of Financial Regulations and Standing Orders.

The updated Financial Regulations had been circulated to all councillors prior to the meeting. It was confirmed by Cllr Wilkinson that the regulations and small grant application process were carefully considered and now better reflect the aims of the council. These will now replace the previous regulations.

6.3 Progress report on Recreation Ground improvements and new MUGA.

The Chair confirmed that the work on the new MUGA started as planned at 8am on Monday 5th August. Commuted Sums monies had been refunded to the town council within 5 days of payments leaving the town council bank account, as was promised by NYC. The first phase of the construction is underway. Cllr Pauline Phillips expressed her delight and pleasure that the project is now coming to fruition, and the facility will finally be built for the young people of Boroughbridge to use.

Cllr Hynes suggested an official opening of the MUGA is planned, all were in agreement.

The Chair confirmed that there will be some funding left over when the MUGA is completed. The aim is to use any remaining funding to replace/supplement the equipment at the bottom of the recreation space. This will improve/provide equipment that is more suited for younger children to play on.

6.4 Library request for funding

The Chair gave a report about the request for funding received from the library association:

The request for funding and the context around the request was discussed at the recent Joint Parish Council meeting, as members of the trustees were present at that meeting. An explanation was given about the ownership of the building, the lease and its terms for the building. The lease incurs an annual rental and lasts for 10 years. £26,000 is now required for repairs on the building. Four local Parish Councils have agreed to contribute payments towards the funding required, on an annual basis.

It was explained how the library funds will not meet the additional reparation costs, as the savings from income will be depleted by 2028. Income consists of rental fees from room hire, including BCC rental, book sales and donations.

There was a short discussion about the lease terms and it was agreed by the council that the library gives a valued public service to the locality. Cllr Wilkinson had suggested that a precept payment be requested from Langthorpe residents to help fund the library, but this idea had been declined and opposed.

Cllr Peter Phillips proposed: To send an application to the library to make a small grant application from Boroughbridge town council. All in Favour.

ACTION: Clerk to send small grant application information and form to Mr Hick.

Included in discussions about the library funding was information about the trustee membership at the library. The membership document had been shared with the Chair, as it relates to membership representation from the town council. No town council councillor is currently on the trustee group. It was agreed this needed to be considered and discussed.

ACTION: Clerk to send a copy of the BACLA trustee membership details to all councillors. This document will be added to the agenda of the September Full Council Meeting.

6.5 Cemeteries and Hall Square complaints update

The Chair explained that there had once again been several complaints received about the poor standard and consequent damage done because of the poor standard of grass cutting in Boroughbridge Cemetery and in Aldborough Cemetery. A meeting had been held again with the lead contractor who cuts the cemetery grass and holds the tender contract. The meeting was difficult as it was the opinion of the Chair that there was an insufficient level of respect and care being shown by the contractor towards the grave owners, both at the meeting held, and in general whilst the sacred spaces were being maintained.

The contractor was in breach of his contract with the poor standards of care and omission of duties stated. A Health and Safety issue was mentioned by the contractor as defence for his works, but no information regarding this had been received by the town council clerk team, when several recent attempts made to contact the contractor have repeatedly failed.

There was consternation from all members of the council with regards the lack of care and respect being shown by the contractor to the cemeteries and to the grave owners. Cllr Hynes reminded the council that he had previously met with the lead contractor last year to discuss cemetery works and review works completed. The contractor had made some attempts to rectify complaints recently made but the council were all unable to understand why the deterioration in attitude and standards has occurred. It was agreed the standards were not commensurate with expectations and the contract should not be renewed when it ends.

Cllr K Fuller and Cllr J Fuller were thanked by the Chair for their work in planting up the two new ornamental tubs on the Buttermarket cobbles.

Thanks were also extended to Mr Doyle who had helped with spraying the weeds on the cobbles, which were growing again and had not been successfully removed by the council's own contractors' efforts.

6.6 Commuted sums

Cllr Peter Phillips gave his report:

A representative of St James' church had contacted Cllr Phillips recently with regards support to get Commuted Sums funding to relandscape/resurface the pathway at the church. Cllr Phillips had given advice about possible funding available, with suggestions about how to proceed but there had been no progress with the application to date. Additional information had been requested from North Yorkshire about funding available to the church, but no response had yet been received and the situation was on-going.

DCllr Windass had confirmed that for the first time he had recently been approached by North Yorkshire Council as a consultee on allocation of proposed Commuted Sums funds. He had provisionally agreed the allocation of sums suggested from new local house building projects. The sums included allocations to Boroughbridge Allotments, Cemeteries, outdoor sports facilities, and village hall/community meeting space. DCllr Windass confirmed he was only consulted about the allocation of the funds, not the amounts allocated to each typography.

7. New issues.

7.1 Aldborough Gate Farmland rental agreement

Cllr Hynes explained that a letter had been received from the town council's solicitor about the farmland at Aldborough Gate. A request had been made for permission to plant a short-term crop on the land. This was briefly discussed.

Proposal: To permit the crop to be planted. All in Favour.

8. Finance and HR.

8.1 To agree the end July 2024 Finance Statement, Bank Reconciliation, and ratify receipts to end of

July 2024.

Proposal: To agree the finance statements, bank reconciliation and receipts for July 2024. All in Favour.

8.2 Precept 2025-26.

Cllr Wilkinson explained that in preparation for the budget setting for 2025-26, including considering how much Precept would be requested, the town council needed to begin to submit comments/suggestions about possible projects that would need new funding allocated.

Cllr Phillips suggested the following: small grants budget, extension to CCTV equipment, maintenance and repair of the Buttermarket cobbles.

8.3 Sanitary provision in Back Lane toilets.

The Chair explained that sanitary provision in the Back Lane toilets needed installing at a new cost. The costs were outlined with the reasons why they were charged and needed.

Proposal: To approve the new sanitary provision and instal equipment as soon as possible. All in Favour.

8.4 Completion of Insurance claim acknowledgement.

Final documentation for the insurance claim from 2021 had previously been circulated to all councillors prior to the meeting.

The documents and their contents were duly noted.

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

9.1 Letter from Cllr Goss

The Chair reported that she had received a letter offering the resignation of Cllr John Goss from the town council. The council expressed their sadness at the news. Thanks were expressed about the work and commitment Cllr Goss had shown to the council since joining as a councillor in 2012.

The resignation was formally accepted by the Chair on behalf of the town council.

ACTION: Clerk to follow procedures to notify Democratic Services about the resignation and to advertise the vacancy.

9.2 York and NY Office for Policing, Fire, Crime and Commissioning Survey on Serious Violence and impact on communities, and how to combat it.

The information was circulated prior to the meeting. It was duly noted.

9.3 New Settlement (Maltkiln) Development Plan Document from North Yorkshire Council.

The information was circulated prior to the meeting. It was duly noted.

10. Invitations received for the mayor, and/or events to attend in August

10.1 The Chairman of North Yorkshire Council, Cllr Roberta Swiers, invitation to attend her 2024 Charity Dinner. The dinner will be held on 12 October at Sneaton Castle, Castle Rd, Whitby, YO21 3QN.

The mayor and deputy mayor both are unable to attend the function and send apologies.

11. Information Exchange

Cllr Peter Phillips: Commuted Sums monies allocated will hopefully accrue c£600,000 for village hall funding in Boroughbridge. Planning is now needed to ensure the monies are used for the purposes intended in Boroughbridge.

The Chair asked for 'Working group for Village Hall/Community building' to be added to the agenda of the September Council Meeting.

Deputy Clerk: The bench near the bus stop in Minskip was removed recently as it had rotted and become dangerous. A new bench is required urgently to replace the missing bench. Also a second bench across the road at the bus stop there has also been requested.

The Chair confirmed Cllr Kaczmarczyk must order the new benches required and ensure this is completed for Minskip. Commuted sums funding is available to pay for the benches.

Town Clerk: The damage to the bus shelter on the High Street has been kindly repaired again by the council contractor who cleans the windows, Mr Ward. The damage was an act of vandalism by school youths in July, witnessed by a local shop keeper.

The Chair expressed thanks to Mr Ward and will share the damage at the next school's liaison meeting.

New soap dispensers have been installed in the toilets in Back Lane car park.

A picture has recently been donated to the town council. Thanks were extended for the gift, the picture is now hanging in the council offices. A formal letter will be sent in gratitude.

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

Tuesday 10th September at 6.30pm.

The meeting ended at 20.15.

Each page of these Minutes has been read and confirmed, following ratification at the Full Council Meeting held on 10th September 2024.

Signed _____
Mayor and Chair of Council

Date _____