



BOROUGHBRIDGE TOWN COUNCIL

1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE, YO51 9AN

www.boroughbridge.org.uk

info@boroughbridge.org.uk

Tel: 01423 322956

FULL COUNCIL MEETING MINUTES – Tuesday 7th July 2026 at 18:30

Present: Cllr Zoe Metcalfe (Chair), Cllr Sean Hynes, Cllr Peter Phillips, Cllr Nathan Plowright, Cllr Jamie McNeil, Cllr Rob Young, Cllr Elisa Phillips, Cllr Pauline Phillips, Liz Leatherbarrow (Clerk who took the minutes).

One member of the public also attended: Mary Bond.

Two other visitors attended: Ms Zoe Tucker (representing George Tucker- Fair proprietor) and Mr Ian Smith (NYC Parks and Grounds Manager).

County Councillor (CCllr) Robert Windass arrived at 18:32 and left the meeting at 19:32 after sharing his report.

The meeting started at 18:30.

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

Apologies received from Cllr Ashley. **Resolved** to accept reasons for non-attendance.

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

None declared.

176. To consider approval of previous Meeting Minutes.

176.1 Full Council Meeting Minutes Tuesday 2nd June 2026.

Resolved to approve minutes.

176.2 Planning Committee Meeting Minutes Tuesday 2nd June 2026.

Resolved to approve minutes.

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

George Tucker. Ian Smith. Mary Bond.

The Chair introduced Ms Zoe Tucker who had come to speak to the council on behalf of Mr George Tucker, who was unable to attend and had sent his apologies. The Tucker family run the Fair that has annually visited Boroughbridge and Mr Tucker had asked to address the town council regarding his request to hold the Fair again, this year.

Ms Tucker thanked the council for the opportunity to speak at the meeting and explained why the town council might positively consider approving the visit of the Fair again this year. She explained how the

Fair receives positive feedback from residents when advertised on social media each year and how the fair always aims to be a community-focused operation, not profit-driven in Boroughbridge due to the fondness the

fair has for the town, and the historical nature of pleasant experiences the fair proprietor's family have always had when visiting Boroughbridge. She explained the fair company enjoy spending money in the local shops and services during each visit, giving back their custom to the local businesses at each stay. Safety of provision at the fair was stressed. Noise monitors are used to limit nuisance to neighbouring houses; rides are always closed in high winds. A wristband entry system is implemented to encourage inclusive access to all families, but staff working are always paid whether the fair rides are opened or not. Ms Tucker stressed she personally, ensures the site is left thoroughly tidied and cleaned on departure, with herself always remaining at the end of the stay as the last to leave every visit, to check no issues are left when the fair departs.

The Chair opened discussion from the floor and some of the town council concerns were raised to explain how the 'knock on' effects of the fair's visit had impacted the town council in the past. These included a previous non-payment incident, when payment had to be chased. The reasons given for this were around a failure of telephone banking while George was absent. An unfortunate unpleasant incident in the public toilets creating additional cleaning work for the council toilet contractors, with accompanying risks of anti-social behaviour &/damage to the toilet block. The reduction to car parking spaces during the Fair visit always results in negative comments and added parking pressure from residents who rely on the car park in town. Positive comments from councillors were also shared, including: a recognition no safety incidents have ever been recorded, no litter complaints have existed as the site has always been left clean. Provision for young people and families in Boroughbridge are limited and it is acknowledged there is strong community demand, especially from families who are limited in their ability to travel far with their children.

The Chair summarised the mixed views discussed and suggested there are some proposed resolutions to issues highlighted. These were that the Fair would provide their own chemical toilets so that the council toilets could be closed during the visit. Payment must be received before arrival. Dates need to be confirmed (historically Thursday to Sunday, early/mid-Autumn- Ms Tucker suggested 5th-8th October).

It was agreed a decision will be deferred pending confirmation of car park resurfacing works and proposed dates confirmed from Mr Tucker.

Ms Tucker thanked the town council again for the opportunity to speak at the meeting and then left.

The Chair introduced Mr Ian Smith (Parks and Grounds Operations Works Manager at North Yorkshire Council) who had offered to attend council to explain the issues experienced around grass cutting in Boroughbridge that have resulted in much dissatisfaction and anger from residents.

Mr Smith explained he had inherited his role in October with no handover from a previous management team.

His key challenges since being in post were summarised as: low staff team numbers, despite a seasonal recruitment drive to increase the team by ten only one new member was successfully recruited; staff grounds

teams had to be diverted to planting floral displays (approx. 200,000 plants) when the peak grass cutting season started; some grassed areas were intentionally not cut (areas where bulbs needed to die back) could not be cut for several weeks post-flowering.

One cut was completed in April, May/early June and some in early July- delayed by bulb growth.

A follow-up cut was scheduled for Boroughbridge and completed by the 7.7.26 council meeting. The new starters recently trained in a different area are now being deployed.

Mr Smith offered his apologies and thanks to the council and residents for their patience with regards the issues experienced and offered some commitments for the future. These included an assurance the problems experienced this season will not be repeated, it is aimed to introduce an online tool to improve transparency and sharing of information to explain timing and frequencies of grass cutting in the areas covered.

Mr Smith offered to attend the next council meeting with a progress update and to provide an opportunity for councillors to comment on progress made.

In response to councillor questions Mr Smith confirmed his NYC team do not carry out weed spraying, but he recognised the East and West of North Yorkshire provision differs and this needs to be standardised. He

confirmed the planters on St. James's Square had been planted that day. He confirmed the hedges in the Recreation ground are NYC's responsibility for maintenance; however extensive work to the hedges must wait until after bird-nesting season (post-September), with encroachments on footpaths, entrances/exits, gates, only

will be trimmed sooner. When asked about 'No-mow May' he confirmed he preferred longer grass to be managed over designated no-mow periods with natural wildflower patches left unmown in appropriate locations- not including some verges near road junctions.

Cllr Windass thanked Mr Smith for his help regarding an issue on 29.6.26 that was resolved. He reinforced the

town council opinions that the state of the poor grass cutting had resulted in him also receiving many complaints

and the appearance of many verges remained poor. It was not a situation to be repeated, but he welcomed Mr

Smith's partnership working and commitments made this evening.

Mr Smith offered to leave his direct contact number with the council to ensure communication was open and information might be shared if cutting teams missed areas.

The Chair thanked Mr Smith for his partnership and candid transparent reporting of the difficulties encountered.

She accepted his offer to return to speak to the town council later in the season- possibly October.

County Councillor Robert Windass was then invited to give his report:

(i)Highways: A new road repair programme is underway across the county using a new recycled-surface method that is proving cheaper and resulting in fewer return visits for repairs. No incidences of this have been yet confirmed in Boroughbridge. (ii) There has been a County Hall Leadership challenge. The challenger stood down but this has caused disruption. (iii) Home-to-school transport appeals are taking place.

The Ombudsman returned several cases for review and Cllr Windass is not involved in these, some appeals remain on-going. Cllr Pauline Phillips asked a question about funding for transport to a Grammar school such as Boroughbridge to Ripon Grammar School. It was confirmed this is not funded by NYC as it is classed as a parental choice decision, when other school places are available within the catchment area of Boroughbridge.

(iv)Parking outside Boroughbridge Primary school continues unchanged with cones still in place. (v) Boroughbridge High School-Cllr McNeil asked if reduced admission numbers at Boroughbridge High School in September would impact. Cllr Windass had no confirmed admission numbers to share but he confirmed the school still has financial issues and reported the school had an Ofsted visit currently. He confirmed he would make an appointment with new Director of Children and Young People's Services to raise the school's situation

with them when Cllr McNeil asked for clarification about the nature of support from NYC being given to the school team. It was mentioned that the executive member (Cllr Annabel Wilkinson) had declined to attend a council meeting to discuss the support at the school due to existing commitments. The town council agreed to re-invite the executive member to a meeting, or to request an officer attend in their place if they were unavailable. The councillors again reinforced the shared view that the school deserved support to ensure the young people of the town were offered the best opportunities possible.

Cllr Windass concluded his report and left the meeting, after the Chair had thanked him for his attendance.

178. Finance.

178.1 To consider the end June 2026 Finance Statement, Bank Reconciliation, and ratify receipts to end of June 2026.

Resolved to approve end of June financial information.

178.2 To note response from PKF Littlejohn regarding AGAR submission

The RFO shared the information received from PKF Littlejohn regarding the probable change to audit

arrangements when the income recorded by the town council exceeds £200 thousand. The most recent jump in income was caused by the Commuted Sums funding for the recreation ground improvements in 2025-6. The

increases may require a change to the accounting systems kept by the town council from a cash basis to accrual accounting systems. This information was noted by the town council.

Cllr Peter Phillips asked if the CIL funding had been received. The RFO replied it is still yet to be received.

Cllr Pauline Phillips asked where the remaining monies from VAT returns on the Recreation ground spending were shown in the budget information. The RFO explained they were saved in the Money Manager Account within the total figure shown in the monthly figures. Cllr Pauline Phillips asked for the amount to be identified

on budget records to ensure the monies are used only for the Recreation ground.

179 To receive External Stakeholder and Working Group Reports

179.1 To receive updates from County Councillor Robert Windass

As above.

179.2 To receive a report from Ian Smith, Parks Operations Manager for NYC regarding grass cutting issues in Boroughbridge locality

As above

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

Cllr Metcalfe gave her report:

Quotes for works agreed had been sought and following discussion and review the committee had recommendations for full council. (i) Car park resurfacing had only managed to get two quotes, the difference

in price amounted to £2,500. The cheapest quote was recommended due to the reputation of the company which is already known to and used by the town council. The list of works was shared. It was agreed the pot holes should be temporarily filled prior to the works commissioned. Cllr Hynes agreed to help with this action.

Resolved to accept this quote for the works.

Suggested timing and planning for the works was considered. September is preferred, after school holidays, but

is dependent also on a fun fair decision as the HGVs used by the Fair could damage a new surface.

ACTION: Cllr Metcalfe to liaise with the contractor and confirm a suitable date.

(ii) Weed spraying quotes had been sought and considered. NYC had sprayed once on the bridge, but weeds are still rampant and another application was felt to be required. Langthorpe Parish Council had been asked to

split the costs of spraying equally on the bridge. It was decided that the weeds require at least 3 sprays: spring, mid-summer, and September in preparation for winter. Spraying required on Buttermarket cobbles, the bridge, and Fountain skirt.

Cllr Metcalfe **Proposed** to accept the quote from HL Garden Services with conditions for spraying confirmed.

Cllr Hynes seconded the proposal. **The vote was taken: 8 in Favour, Cllr Peter Phillips abstained** on principle as

he believed the bridge should be NYC Highways' responsibility.

Cllr Pauline Phillips requested the Clerk asked NYC to confirm their schedule for spraying the bridge.

ACTION: Clerk to commission weed spraying and check NYC schedule of spraying with Area 6 and Ian Smith.

(iii) Cemetery maintenance- the contractor met with Cllr Metcalfe and Cllr Pauline Phillips and has agreed to remove grass clippings after each cut with an additional cost attached; however, the sites now look

significantly better. This action was requested following complaints received and reviewed. The current grass cutting contract ends in December, in future this needs adding to the contract. Cllr Peter Phillips suggested funding via Section 106 (Commuted Sums) may be possible. This was discussed and agreed.

(iv) Reasons why a review of the tenancy agreement for the 10A Fishergate flat were explained and a proposal

was made by Cllr Metcalfe. **Resolved to accept** costs and planning for the tenancy agreement review.

Cllr Metcalfe explained Cllr Peter Phillips has resigned from the Finance and Assets Committee. She thanked him for all his work and support to the committee in the past. Cllr Elisa Philips has agreed to take his place on the committee. She was also thanked by the Chair.

179.4 To receive an update from the Cemeteries Committee, including considering revised cemetery fees

Cllr Pauline Phillips gave her report.

The fees were previously agreed and a resolution passed by council in June 2026. This was an error on the agenda.

The new bin store at Boroughbridge Cemetery has been commissioned, with installation imminent, using Commuted Sums funding.

Three companies have quoted for works to upgrade the children's area, including a quote for general tidying and removal of part/whole of a dead tree has been sought. This will be considered at the forthcoming committee meeting.

The cemetery railings in Boroughbridge are being painted by the Community Payback team; almost a quarter is

already done and they look much better.

The York Road hedge needs trimming in Aldborough cemetery, but it was discovered this falls under the schedule of the existing grounds contract the additional quote is no longer needed.

Cllr Peter Phillips has approached the chainsaw sculptor to quote for a woodland-creature bench in the children's area. This is in process.

Cllr McNeil explained investigations into a possible Cemetery management software package found the system

to be too expensive and over complicated for the town council's needs. The Assistant Clerk was helping with possible simpler mapping software to support digital grave records. This will be further explored with the Clerk

and costings obtained and shared in a future meeting. It was considered if funding for the new systems could be sought using Commuted Sums monies. Additionally, a new second fireproof filing cabinet is needed to store archived records as per the retention policy requirements. Funding for this was considered.

Cllr Peter Phillips will confirm if CS monies can be applied.

Cllr McNeil explained the Burial Clerk has been sorting through archived burial information. He thanked her on

behalf of the council for her work and commitment to ensuring the safe keeping of the documents. He suggested that the Burial clerk should be paid for the time given to this important work. Agreement was unanimous from the councillors about this suggestion.

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

Cllr Elisa Philips gave her report.

No committee meeting has taken place. However, Cllr Philips attended training on the NYC strategy for sustainability. Training on calculating greenhouse emissions is to be attended in August. The next committee meeting will be at the end of August after this training session.

179.6 To receive an update from the Planning Committee Chair

Cllr Hynes gave his report.

The number of applications currently remains low. Cllr Metcalfe has progressed finding information about the

Co-op development site that has prompted complaints from residents regarding the unkempt state of the site.

The architects commissioned by the Co-op have confirmed that development at the site has stalled since the cyber-attack in 2025. It was agreed that hoarding should be erected/ the site appearance improved. Cllr Metcalfe will follow up this contact and any actions taken by the Co-op again in a few weeks and report back.

179.7 To receive a report from the Human Resources Committee Chair

Cllr Metcalfe confirmed a committee meeting will be held in July, the date is yet to be confirmed.

179.8 To receive a Minskip area report

Cllr Ashley sent a report that was shared in his absence.

The Minskip Village Hall members are collating ideas for the content and scope of information proposed for the historic tourist information board. When these are confirmed, costs will be obtained to proceed the project.

Aldborough Village Hall has confirmed the town council meeting can take place in October in the hall.

Cllr Metcalfe thanked Cllr Ashley for his report and sent good wishes to him on behalf of the town council.

179.9 To receive a report on the Sports Village development

Cllr Peter Phillips gave his report.

The Planning process is continuing for the site. Phase 1 of the bat survey is complete; two further phases will run through August. The Traffic survey may need to be redone due to the new 40mph speed limit on Chapel Hill. The Planning team are exploring possible pedestrian access from the Taylor Wimpey site. The planning team are excellent and reviews undertaken are not causing delays to the process. It has been confirmed that the large pipe discovered is a redundant water pipe across the site, which can be removed and this will cause less difficulties than anticipated at first. It has been confirmed that all planning elements (surveys, legal fees, etc.) may be fundable through Commuted Sums.

Cllr Metcalfe thanked Cllr Phillips for his report and credited the 40mph speed limit now in place to the determined work of Cllr Phillips and others on the council in driving this forward.

Cllr McNeil asked about the possibility of a press release to update the public on the progress being made. It was confirmed a public update is to be drafted and this will be shared on social media and the council website

soon.

179.10 To receive a report on the Community building project

Cllr Elisa Philips gave a report to explain there has been no progress due to the lack of response from NYC.

180. Matters arising from previous minutes

180.1 To consider Funfair in 2026

Discussion was shared about the proposal to hold a Fair in the Autumn again., hence the report received from

Ms Tucker (see above at 177).

Cllr McNeil commented that in previous discussions he has always been in favour of the Fair. This remains the

same for him as he feels there is little provision for young people in Boroughbridge. This was discussed and agreed by most present, however the challenging issues caused by the last Fair visit were revisited again. Key most important issues were identified as: (i) anti-social behaviour causing damage to the toilet block and inconveniencing the immediate residents, (ii) extra financial costs to the town council caused by damage incurred during the visit. Additionally, the resurfacing of the car park is expensive and limitations to tarmac

damage must be considered. It was agreed that raising the bond imposed would be essential.

Resolved to increase the bond requested to £750 paid in advance of Fair arriving.

Timing of the Fair must consider car park repair schedule, possibly repairs to be agreed in Spring 2027 and Fair

dates to be agreed in Autumn.

ACTION: Cllr Metcalfe to negotiate timing and terms with Mr Tucker, including portable toilet provision agreed

from the Fair, and to liaise with Car park resurfacing contractor about timings.

180.2 To consider 106 and CIL funding

Cllr Peter Phillips gave his report.

The details of the CIL and CS plans of NYC Business Plan do not match the experiences of Boroughbridge town

council as described. Historical processes seem challenging. It may be best to invite an NYC officer to the town

council meeting when the review of the documents has been fully finalised.

An update of Commuted Sums balances is due in August from NYC.

Cllr Metcalfe thanked Cllr Phillips for his commitment to monitoring this system and the hard work it entails.

180.3 To consider CCTV provision and review any actions needed

Cllr Peter Phillips gave a report.

Three quotes for an upgrade to the CCTV systems have been received. All give a broadly similar plan. Cllr Phillips will now invite all three companies to give a presentation, as per due process. Updating the system is possible but extending it will have new considerations. The current cameras are no longer fit for the purpose of court-evidential quality. Police partnership will also entail contacting for advice on what would support their

systems best. Possibly opening any partnership funding opportunities. The upgrade is eligible for Commuted Sums funding.

180.4 To consider maintenance issue of cobbles in Hall Square and Buttermarket area

Cllr Peter Phillips reported that quotes requested have yet to be received from Area6 contractors. The funding

is a concern. Cllr Phillips will request if CS monies may be used for this. However, Cllr Metcalfe stated the quotes /costings will help inform next year's budget, if CS monies are not available.

180.5 To consider Town Improvement Plan

The NYC Improvement Planning exercise has now ended for Boroughbridge. There was a relatively good response to the meetings held and consultation papers were collected and shared with NYC officers. The results of the consultation will be shared when compiled. It is not anticipated the exercise will have any additional funding attached but may sign post towards possible grants/funding streams to access.

180.6 To consider review of actions in Back Lane car park

Discussed above at point 179.3.

180.7 To consider actions taken regarding renewal of lease on Flat at 10A Fishergate and any maintenance work

Cllr Metcalfe explained how changes to renter's rights have implications for the town council as landlords to 10A Fishergate. The current lease is outdated and needs review.

The maintenance issues were discussed. A recent incident with the Fire Alarm was shared. Emergency contact

information for the flat tenants has been updated.

180.8 Response from Area 6 to issues raised in June FCM

The clerk explained the response from the issues raised from the June FCM.

The faded road markings outside Spar are being surveyed and the issue investigated; engineers are assessing cars mounting the pavement outside the florists and will advise if bollards are feasible; the rubbish bins

available are only large ones and will incur costs; the engineers are reviewing the results of the last traffic survey in New Row and will advise if another one can be completed.

181. New matters

181.1 To note Urgent information from Monitoring Officer regards recording of Councillor interests

It was confirmed the councillors have made the responses required to this request.

181.2 To consider vegetation growth (including weeds) across sites in Boroughbridge, including on pavements, the bridge, the recreation ground and the cobbled area in St James' Square

Cllr Metcalfe confirmed weed spraying council areas has been discussed (as above at 179.3). NYC has sprayed

weeds on pavements now. The area at St James square was sprayed by the businesses situated on the square. Thanks were expressed to Merit Estates for this work undertaken.

It was agreed the appearance of the weeds dying off is a slightly better appearance than when they were in full growth.

181.3 To consider a Boroughbridge Town Council mission statement and proposed actions

Cllr Metcalfe explained the rationale behind this suggestion. This was discussed. It was agreed this was useful

and a helpful project to begin.

ACTION: Cllr Metcalfe to start the process and report ideas back to full council.

181.4 To consider co-ordination of volunteers

Cllr Metcalfe explained the reasons for reviewing the volunteer contacts, including insurance liability issues and safety, risk assessments.

Cllr Pauline Phillips commented that the volunteers should be contacted to ensure they are thanked properly and reassured their offer of help was valued. This was agreed by the other councillors and a discussion about

the challenges of managing volunteers were shared. Cllr Metcalfe suggested the town council contact those who have offered help, thank them, and explore what they'd like to contribute rather than leaving them without a response.

ACTION: Clerk team to contact the volunteers on behalf of council and explore their interests.

181.5 To consider request form Langthorpe PC regarding writing to Canal and River Trust re sunken boat in canal

Cllr Metcalfe explained this issue arose from the Joint Parish Councils meeting. She offered to write to the Canal and River Trust.

181.6 To consider outcome from mayors' meeting with Disability Action Yorkshire (DAY)

Cllr Metcalfe explained she had been approached by Disability Action Yorkshire. At the meeting held there was

a very positive discussion. A request was made to DAY for a review of accessibility to council owned assets. It was also suggested DAY contact the Chamber of Trade to consider accessibility within the town.

Discussion was shared about the challenge of making the cemeteries as accessible as possible given the terrain

and age of the sites. Efforts had previously been made to ensure 'reasonable adjustments' had been made to paths and egress of the cemeteries.

181.7 To receive report on Heath Lodge Consultation Meeting 26.6.26.

Cllr Metcalfe reported she attended the meeting and shared information from the meeting. There are 30 existing residents; the proposal is for 40 new apartments plus a rebuilt frontage. The planning application is expected at the end of 2026. The council noted the importance of ensuring there is adequate car parking.

181.8 To confirm annual review of Risk Assessments

The Clerk explained the Risk Assessments require reviewing again. The committee Chairs were allocated with the Risk Assessments to review. It was agreed the reviewed assessments will be sent to the office to include on

the agenda of the September Full Council Meeting.

181.9 To consider approval of a Retention Policy for BTC

A draft policy had been circulated. Some amendments are required.

ACTION: Cllr Peter Phillips to send the word copy of the policy to the office team to amend.

182. Correspondence received since the last Full Council Meeting.

182.1 Letter regarding parking outside Dentist on Wetherby Road (16.06.26) with responses from Area 6 and CClr Windass

Noted

182.2 Letter from Merit Estates

Letter to be sent from office to thank Merit Estates for their assistance at St. James Square.

182.3 Letter regarding incident at Salmon Ladder (14.6.26)

The Chair explained resident Mary Bond had sent a letter regarding an incident at the river and she welcomed

Mrs Bond, who gave a report of the incident and explained her concerns.

Mrs Bond described witnessing a girl being pushed into the salmon ladder by another girl; the victim could not

swim and was thank fully pulled out using a hoodie as a rope. The perpetrator had received a dispersal order and wrote an apology as Police were involved. However, the principal concerns are: (i) the lifesaving ring is too far away from the salmon ladder and accessing the equipment is slow and complicated in an emergency, (ii) foliage has grown up around areas near the river, creating hidden spaces, with reduced visibility from the road,

(iii) Young people are regularly congregating in an unsupervised area, with footfall increasing there and are becoming seemingly unaware of the increasing risks and their own vulnerability.

Cllr Metcalfe thanked the resident for her support given to the girls involved in the incident and acknowledged

her concerns.

There was discussion about the incident and the safety equipment at the site. Similarly, the canal locks were also identified as a risk.

ACTION: Cllr Metcalfe will write to the Canal and River Trust on behalf of Boroughbridge Town Council (and Langthorpe PC) requesting a safety review in the area and asked Cllr Peter Phillips to raise the issues at the next police

liaison meeting.

Mrs Bond was thanked again by the Chair and she left the meeting.

182.4 Letter regarding grass cutting in Boroughbridge locality and play areas from resident (24.6.26) and shared response from CClr Windass (25.6.26)

The Chair explained that following receipt of the letter by the town council the parks were immediately inspected. The recreation ground play area is the only play area that is the responsibility of the town council. The recreation ground equipment is annually inspected for safety. A broken tree branch was found in the top area of the grounds that has been promptly removed, but all the equipment was safe and in good order. The grass had not been cut by NYC at this point and was long, but this has now been cut making the space less hazardous. A contractor has been asked to inspect the tree to see if it requires any further attention, but it is not causing any apparent issues. Minimal litter was collected and binned. The other play park on Wetherby Road is managed privately.

ACTION: To repeat this as an agenda point in August and to contact Mr Smith at NYC regards the tree and maintenance of the hedges in the recreation ground.

182.5 Letter re grass cutting, verges and appearance of town from resident (19.6.26) [with responses from mayor]

The Chair shared information about the responses immediately made to this correspondence, for noting by the town council.

Discussion was also shared about the attractive display at the entry to Boroughbridge, formerly maintained by Brighter Boroughbridge group.

ACTION: Clerk to write to thank Mr Goss for this display again and enquire about the maintenance plans.

182.6 'Better Bus services survey- 'What do communities need?' from York and NYC combined Authority (25.6.26)

Cllr Metcalfe explained the survey required a response and offered to complete the survey on behalf of the town council.

182.7 Letter about campervans in car park (27.6.26)

The letter was discussed. The original issues highlighted have been resolved now. The advantages and disadvantages of continuing to offer parking spaces to campervans in the car park was discussed.

The notion of providing a height barrier was considered again.

ACTION: to defer the issue to the August FCM agenda. Clerk to gather campervan income figures and barrier costings for a full council debate.

183. Invitations received for the mayor

183.1 Tadcaster Civic service - 19 July 2026

Noted

184. To note any Training attended/planned

AI Training for Councils (Members and Employees) 3 sessions. Town Clerk and Cllr McNeil attending.

Cllr McNeil reported this first session was informative and interesting. The training continues over 3 sessions.

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

Tuesday 4th August in Minskip Village Hall at 18:30.

Each page of these Minutes has been read and confirmed, following ratification at the Full Council Meeting held on 8th August 2026.

Signed _____
Mayor and Chair of Council

Date _____