

BINGLEY TOWN COUNCIL



Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

**Minutes of the meeting of the Finance and General Purposes Committee held on
Wednesday 12th October 2022 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF**

Councillors present: Beckwith, Carney, Gibbons, Goode, Miah
Non-member Councillors present: None
In attendance: Eve Haskins (Town Clerk)
Members of the public: None

Start time: 6.30pm
End time: 7.30pm

2223/87 Apologies for absence

Apologies received and reasons for absence noted from Councillors Fenton, Kirdale and Truelove.

2223/88 Disclosures of interest

No written requests for dispensation had been received.

2223/89 Minutes

Resolved to confirm the minutes of the Finance and General Purposes (F&GP) Committee meeting held on 28th September 2022 as a correct record.

2223/90 Confidential items to be discussed under item 2223/100

No further items to be discussed in confidence after item 2223/100, following exclusion of the press and public, due to their sensitive nature.

2223/91 Public Participation

None.

2223/92 Bank reconciliation, statement, balances, budget monitoring/planning

- a) **Resolved** to agree the bank reconciliations for September 2022.
- b) **Resolved** to agree the bank statements for September 2022.
- c) **Resolved** to note the balances to date as follows: Unity Bank: £130,041.64, PSDF: £143,334.
- d) **Resolved** to approve the half yearly Budget Monitor and financial out-turn for 2022-23; the following was discussed and highlighted:
 - Allotment costs need to be verified to ensure double entry is not taking place.
 - Pension costs underspend will be balanced out with PAYE/NI overspend, due to previous incorrect coding.
 - Expected bank charges, internal audit costs and repayment of PWLB loan will add to committed expenditure total.
 - Changing Places toilet costs included in 'Running Cost toilets' – needs to be specified going forward.
 - Expected overspend on Neighbourhood Plan.

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- Total committed expenditure revised total of approximately £150,000 (actual to date: £92,000) therefore running reasonably on track halfway through the financial year.
- e) **Resolved** to agree the following regarding the budgets for projects/ongoing services in 2023-24 and to update last year's priority list accordingly:
 - Green and Clean: committed to planting contract for 2 more years therefore need to include again; also need to make provision to cover the cost of speakers for Green and Clean Forums.
 - Grant funding: reduced last year to £12,000, grant costs to be reviewed and included again.
 - Christmas & Seasonal Events: Play in the Park events already booked, Christmas trees/lights costs to be included again to cover additional lights for villages (Councillors Goode and Truelove to liaise regarding this).
 - Road Safety: need to include budget to cover maintenance costs (Town Clerk to determine whether the Town Council will be charged the £180 installation for each time these are moved around the parish).
 - Neighbourhood Plan: some costs need to be included.
 - Five Rise Locks way marking: to be included again.
 - Riverside railings project: to be included again.
 - Climate Emergency: need to move forward with the feasibility study, Risk and Resource Assessment form etc. in order to include this again.
 - Budget to be included in 'Events' to cover cost of further events (e.g. bands in the park – to be discussed at the next Events, Marketing and Communications Committee (EMACC) meeting).
 - Removed new doors for Hub and Chromebooks for councillors.
 - Town Clerk to update the priority list for further discussion at the next F&GP meeting.

2223/93 Markets

Resolved to approve non-local charities applying for the charity market stall at the Farmers' Market, in the absence of a local charity taking this stall.

2223/94 Parking permit

Resolved to approve the cost of a parking permit for one member of staff, subject to the Town Clerk investigating the possibility of obtaining a Town Council parking 'space' instead.

2223/95 Green and Clean

Resolved to receive an update on Green and Clean from Councillor Goode as follows:

- a) Green and Clean Forums: Councillor Goode to liaise with the Deputy Clerk and Admin Officer regarding this.
- b) Next litter pick to take place on Saturday 22nd October, in the Cardigan House area; last litter pick was a success, with 22 bags of rubbish collected near Britannia Bridge, Bingley.

2223/96 Grit bins

Resolved to agree that Councillors Gibbons and Goode to assess the potential grit bin locations at the following locations in time to take recommendations to the Full Council meeting on 25th October:

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bottom of South Hill Drive, Gilstead; Moorbottom Lane, Bingley; Sherwood Close, Eldwick; Lode Pit Lane, Bingley.

2223/97 CIL funding

Resolved the following:

- To receive an update from Councillor Goode on the project to provide electricity to the bandstand, in Myrtle Park, Bingley: Councillor Goode to chase Bradford Council representatives regarding progress on this.
- To note the Town Council's remaining CIL funding amounts:
 - 2018-2019: £9,536.
 - 2019-2020: £2,731.
 - 2020-2021: £4,219.
 - 2021-2022: £1,833.

2223/98 Risk Management

Noted the following:

- No new risk to the Council identified.
- Risk Management and Risk Assessment Policy is ongoing and will be brought back in due course.

2223/99 Date of next meeting

Noted that the date for the next Finance and General Purposes Committee meeting as being on Wednesday 9th November 2022 at 6.30pm at the Hub, Myrtle Place, Bingley.

2223/100 Exclusion of the press and public

Resolved to exclude the press and public from items 2223/101 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2223/101 Allotments

Resolved to agree the following regarding the allotments:

- Plot 8A to be split, and half of this offered to the current plot-holder of 1B; the other half to be offered to the next person on the waiting list.
- Plot 1B to be split, and half of this offered in the first instance to the next person on the waiting list if they refuse half of Plot 8A; to then progress the offer of available plots as per the waiting list accordingly.
- Councillor Goode to organize the splitting of the allotment plots.
- Allotment Policy to be reviewed early next year, by the Allotments Officer and the allotments councillors in the first instance.

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