

BINGLEY TOWN COUNCIL



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

Minutes of the meeting of the Changing Places Working Group held at the Hub, Myrtle Place, Bingley on Monday 16th February 2022 at 6.30pm

Councillors present:	Kirdale, Truelove, Williams
Non Councillors present:	None
Non member Councillors in attendance:	None
Members of the public:	None
Town Clerk:	Eve Haskins

Meeting commenced at 6.30pm.

2122/68 Apologies for absence

Apologies received and the reasons for absence approved from Councillor Malik.

2122/69 Disclosures of interest

No disclosures of interest received.

No written requests for dispensation received.

2122/70 Minutes of previous meeting

Resolved to approve the minutes of the meeting held on 17th January 2022 as a true and correct record.

2122/71 Confidential items to be discussed in confidence after item 2122/74

There were no items to be discussed in confidence after item 2122/74, after the exclusion of the press and public under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to the confidential nature of the item.

2122/72 Public Participation

No members of the public present.

2122/73 Updates since last meeting

Resolved to receive the following verbal update:

- Colourway for walls and floor: these have been passed to Astor Bannerman, who have confirmed that they are acceptable from a shading/shadow point of view, although they cannot guarantee the delivery of the exact items until the order is placed.
- Access arrangements: Councillor Williams and the Town Clerk met with the Smartpod representative this morning to discuss details, including access arrangements, and it has been agreed to have a keypad entry in addition to the radar key access. Healthmatic will be providing the door, putting the same processes in place as the two Hub toilet doors, and a new controller so the Changing Places toilet can have independent timings if necessary (therefore future proofing). The door is being fitted at Smartpod and will come here fully working. This is costing slightly more than the original quote, however there is contingency for this in the Changing Place cost centre.
- Layout of cleaner store: no issues with this, agreed a single door access rather than double doors, which are less secure.

- CCTV cable: agreed to put this in the infrastructure of the Hub and leave it protruding from the wall to be connected; Yorkshire Security Services have been asked for a quotation to add two CCTV cameras (therefore will have seven cameras in total).
- Fire alarm sounder: confirmed that this was in the original specification; there are existing fire alarm smoke detectors and sounders in the Hub toilets and the professional opinion of the fire risk assessors was to place them in the Changing Places toilet also (will break into existing circuit).
- Water: will be taking cold water from the Hub and the Changing Places toilet will have a heater to provide instantaneous hot water.
- Contract specification: this has been compiled using the standard terms and conditions from Astor Bannerman and amendments made using the Council's customer requirement document and tender document for the Changing Places toilet, including the choice of sink, changing table and colour scheme; needs to be finalised before going to order.
- Entry counter: Town Clerk enquired about a form of entry counter for all the toilets, as the current toilets' use is recorded; Smartpod will liaise with Healthmatic regarding this and send further information.
- Water bottle filler: the cost for the installation of this was approved at the recent Finance and General Purposes Committee.
- Pre-works: necessary to remove alarm box and discuss the existing telephone cable.
- Timings: the pod will take a week to install and will be cladded on site; overall timescale from start to finish will be eight to ten weeks. If the order is sent before the end of the month, the Changing Places toilet should be completed before the middle of May.
- Signage: no response yet received from finger pointing price request from Highways Department at Bradford Council; agreed to liaise with Lidl and Aldi regarding signage once the pod is in place.

2122/74 Exclusion of press and public

There were no items of a confidential nature.

2122/75 Date of next meeting

The date of the next meeting agreed as Wednesday 21st March 2022 at 6.30pm.

Meeting closed at 7.05pm.