

## BINGLEY TOWN COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT THE COTTINGLEY CORNERSTONE CENTRE, LITTLELANDS, COTTINGLEY ON WEDNESDAY 12th JULY 2017 AT 6:30PM

<b>Councillors present.</b>	Councillor Beckwith, Dearden, Goode, Hardman, O'Neill & Simpson
<b>Councillors in attendance not a member of this committee.</b>	None
<b>In attendance.</b>	Ruth Batterley, Clerk
<b>Members of the public.</b>	Natasha Thomas, Hale, part of meeting and two members of the public, part of meeting

**Start: 6:30pm**

**Finish: 7:45pm**

#### **1718/18 Disclosures of interest**

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary interest
- c) To grant any requests for dispensation as appropriate.

There were no disclosures of interest and no written requests for dispensation had been received.

#### **1718/19 Apologies for absence**

To approve the reasons for Members' absence (if applicable).

**Resolved** To approve the apologies of Councillor Dawson (personal) and Councillor Winnard (personal). Proposed Councillor Goode, seconded Councillor Hardman and agreed. All were in favour.

#### **1718/20 To confirm as a correct record the minutes of the meeting held on Wednesday 14<sup>th</sup> June 2017**

The following amendments were raised:

1. 1718/03 No proposer or seconder
2. 1718/10.2 Councillor Hardman had proposed the item about councilors to check internal controls
3. 1818/10. 'Councillor' had been left off before Councillor Goode's proposal.
4. 1718/11.3 This should read all were in favour and one against
5. 1718/12 The quoted price should read £1,125

Subject to the above amendments:

**Resolved** to approve the minutes held on 14<sup>th</sup> June 2017 as a correct record. Proposed Councillor Hardman, seconded Councillor Goode. All were in favour, bar three abstentions from the vote

#### **1718/21 Public Participation**

**Members of the public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the council. However, they may not speak during the rest of the meeting unless specifically invited to do so by the Chairman.**

No items were raised.

#### **1718/22 Grant applications**

1. To further consider the grant application from Hale and the provision of the extra information to support the grant request

Ms Thomas advised the committee should the grant be awarded it would be the seed funding to enable a bigger project. It was noted that the funding is for project staff, not core staff.

**Resolved** that Hale be awarded £1,940 to fund a pilot programme for teenage girls to become mentors to reduce poor sexual health and the risk of being groomed. Proposed Councillor Dearden, seconded Councillor Goode and agreed. All were in favour. Ms Thomas left the meeting at 6:55pm.

**1718/23 To receive information on the following ongoing issues and decide further action where necessary:**

a) **Allotment rules**

b) **To note that the legal paperwork has now been received for the Stanley Street allotment site**

a) **Resolved** that the allotment rules be adopted. The clerk will seek advice about an administration charge for late payers. Proposed Councillor Hardman, seconded Councillor Varley and agreed. All were in favour.

b) The paperwork was noted.

**1718/24 To consider non councillor appointments to the following sub committees**

a) **Green and Clean**

b) **Town Centre and Regeneration**

a) **Resolved** that Jenny Woodward be nominated as one of the non councillor representative to the Green and Clean committee. Proposed Councillor Simpson, seconded Councillor Goode and agreed. All were in favour.

b) **Resolved** that Richard Holmes be nominated as the non councillor representative to the Town Centre and Regeneration committee. Proposed Councillor Dearden, seconded Councillor Simpson and agreed. All were in favour.

**1718/25 Planting Advice**

a) **To consider appointing Lee Senior to provide advice on Winter Planting**

**Resolved** to appoint Lee Senior for five hours to provide Winter planting advice for the cost of £85. Proposed Councillor Simpson, seconded Councillor Goode and agreed. All were in favour.

**1718/26 Promotional items**

a) **Existing Town Council banner**

b) **Purchase of quality gazebo for Town Council functions and attendance at events**

a) The banner has a picture on it that is badly pixelated. Fingerprints will re do the banner for £25. **Resolved** that the banner be re done for the quoted cost of £25. Proposed Councillor Varley, seconded Councillor Simpson and agreed. All were in favour.

b) Three quotations had been received for a quality printed gazebo. This item is to be deferred to obtain more information.

**1718/27 Events**

a) **Consideration of attendance at Bingley Business Expo**

There was discussion about this item. Bingley Town Council, is a not for profit organisation and will receive no financial gain by attending the event.

**Resolved** that the organiser of the Bingley Business Expo be contacted to enquire if the Town Council could have a complimentary stall at the event. Proposed Councillor Dearden, seconded Councillor Hardman and agreed. All were in favour.

**1718/28 Policies**

1. **To consider the policy for vexatious/habitual complainants and make any recommendations to the Town Council as necessary**

**2. To consider the policy for Freedom of Information and make any recommendation to the Town Council as necessary**

1. **Resolved** to recommend the policy for vexatious/habitual complainants to the full council for approval. Proposed Councillor Simpson, seconded Councillor O'Neill and agreed. All were in favour.
2. **Resolved** to recommend the Freedom of Information policy to the full council. Proposed Councillor Simpson, seconded Councillor O'Neill and agreed. All were in favour.

**1718/29 Finance**

1. **To receive the bank reconciliation and bank statement for June 2017.** The checked and signed bank reconciliation had been circulated prior to the meeting.
2. **To receive the quarterly budget update.** A couple of small amendments were raised by the clerk. The figure for newsletter, publicity etc. in the known additional costs should read £2,250. Green and Clean should read £6,036 to take into account the litter pickers. Subject to the amendments. **Resolved** to approve the quarterly budget update. Proposed Councillor Dearden, seconded Councillor Hardman and agreed. All were in favour.

**1718/30 Payments**

**To note the following payments:**

• Ruth Batterley	Stamps, train fair to course, stationery	£28.19
• Community Action Bradford & District	Office and room hire	£275
• YLCA	Training Cllr Dawson	£45
• YLCA	Clerk training, Vat, contracts	£115
• All Saints Parish Church	Room hire	£38
• Eldwick Gala & Assoc	Stall	£20
• BMDC	Plants	£601.90
• Nevis Computers Ltd	Copier paper	£25.80
• O2 (May)	Airtime	£19.53
• O2 (May)	Device	£5.00
• O2 (June)	Airtime	£17.74
• O2 (June)	Device	£5.00

The payments were noted.

**1718/31 Next Meeting of the Finance and General Purposes Committee**

To consider future dates for the Finance and General Purposes committee meetings for 2017-2018. To set the next date of the committee

There was discussion about the most suitable date for the Finance and General Purposes meetings.

**Resolved** that the meetings should continue to be held on the second Wednesday of the month. Proposed Councillor Dearden, seconded Councillor O'Neill and agreed. All were in favour.