

BINGLEY TOWN COUNCIL



Cottingley Community Centre, Littlelands, Cottingley, Bingley, BD16 1AL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT THE COTTINGLEY CORNERSTONE CENTRE, LITTLELANDS, COTTINGLEY ON WEDNESDAY 14TH AUGUST 2019 AT 6:30PM

Councillors present.	Councillor Brazendale, Dawson, Goode, Owen, Simpson and Williams
Councillors in attendance not a member of this committee.	None
In attendance.	Ruth Batterley, Town Clerk
Members of the public.	None

**Start: 6:30pm
Finish: 8:00pm**

1920/34 Apologies for absence

- a) To note apologies for absence
- b) To receive and consider apologies for absence
- c) To approve reasons for absence

Resolved to approve the reasons for absence for Councillor Miah.
Councillor Malik was not present.

1920/35 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.

- a) There were no declarations of interest.
- b) No written requests for dispensation had been received.

1920/36 To confirm as a correct record the minutes of the meeting held on Wednesday 10th July 2019

Resolved to confirm as a correct record the minutes of the meeting held on 10th July 2019.

1920/37 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 members of the public were present.

1920/38 Sub committees

- a) To review the terms of reference for the Emergency Planning subcommittee
- b) To elect the Chair of the Emergency Planning sub committee

- c) **To appoint councillors to the Emergency Planning sub committee**
- d) **To appoint non councillors to the Emergency Planning sub committee**
- e) **To appoint Chris Dickerson and Donald Wood to the Events, Marketing and Communications sub committee**

- a) **Resolved** to approve the terms of reference for the Emergency Planning sub committee
- b) **Resolved** to elect Councillor Williams as the Chair of the Emergency Planning sub committee
- c) **Resolved** to elect Councillors Barton (if he wishes to be involved), Brazendale, Owen and Williams to the subcommittee.
- d) **Resolved** to appoint Michelle Chapman and Ian Smithson to the Emergency Planning sub committee
- e) **Resolved** to appoint Chris Dickerson and Donald Wood to the Events, Marketing and Communications subcommittee.

1920/39 Investment Strategy

- a) **To receive the e-mail from YLCA about Unity Bank and its credit ratings**
- b) **To make any amendments as necessary to the investment strategy with recommendation to the full council**

The e-mails from YLCA and Unity bank were noted.

Resolved that it be recommended to the full council that Item 2 Policy point 1 be amended to read:

A UK clearing bank or their subsidiaries, or a UK Building Society, subject to their being assigned a credit rating of at least BBB + from Standard and Poor or Fitch, or Baa1 from Moody's (these all being comparative credit ratings) *or where a bank can provide assurances that a credit rating is not applicable*

1920/40 Review of Communications policy

- a) **To consider the review of the Communications policy**

Resolved that Councillors Brazendale and Owen undertake a review of the Communications policy.

1920/41 To resolve that members of the press and public be excluded from item 1920/42 and 1920/43 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), during consideration of items of a confidential nature. (Commercial pricing information and sensitive material)

Resolved that the press and the public be excluded for reasons of commercial pricing information and sensitive material relating to the Death of a Senior Member of State.

1920/42 Bulbs and winter planting

- a) **To consider purchasing bulbs and winter bedding plants up to the value of £1,000 to be distributed to community groups throughout the parish**

Resolved that orders be placed with Bradford Council for £490.65 and J Parker for £88.83 both for winter bedding plants and bulbs. £630 was allowed to cover any unforeseen eventualities.

The following comments are noted:

- Gilstead Village Society had noted the quality of the bulbs etc. provided
- Thanks were noted from Cottingley Community Association
- Thanks were recorded to Councillor Simpson for her thorough work on the bulbs and planting schemes.

1920/43 Death of a Senior Member of State

- a) **To consider the procedure for the death of a senior member of state with any recommendation to be made to the full council as necessary**

Resolved that the procedure for the death of a senior member of state as amended, be recommended to the full council for its approval, along with the recommendation that up to £500 be spent on items related to this, notably photographs, information to be placed on the town council website, a condolence book and black arm bands.

1920/44 Finance

- a) **To receive the signed July bank statements and reconciliations**

The July bank statements and reconciliations were noted.

1920/45 Annual Report

- a) **To consider the copy of the annual report for publishing**

The draft annual report was circulated at the meeting. **Resolved** to delegate sign off of the report for printing to the clerk in conjunction with the Chair of the Finance and General Purposes committee.

1920/46 Next Meeting of the Finance and General Purposes Committee

To note the date for the next Finance and General Purposes committee meeting as being Wednesday 11th September 2019