

BINGLEY TOWN COUNCIL



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

MINUTES OF THE REMOTE MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 15th DECEMBER 2020

Start: 6:30PM
Finish: 9:00PM

Councillors present: Barton, Brazendale, Clough, Drucquer, Goode, Heseltine, Malik, Miah, Owen, Pennington, Taylor, Truelove, Williams and Winnard.

In attendance: Ruth Batterley, Town Clerk.

Four- part of meeting

Ben Warren- Concept Taverns- part of meeting

Members of the public: four

2021/199 Chair's remarks

- The Chair wished all councillors and members of the public present a very Merry Christmas.
- It was noted that there had been a spike in the number of coronavirus cases in the area
- The Chair noted the outstanding contribution to the work and the inception of the town council made by former councillors Ros Dawson and Edwina Simpson.

2021/200 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 Goode.

2021/201 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.

Councillor Heseltine declared his interest in item 2021/215. He is co-owner of the Station Master's House. There were no written requests for dispensation.

2021/202 Minutes

To approve the minutes of the ordinary meeting held on Tuesday 24th November 2020

Item 2021/181 (c) should read along with **ideally** three residents/stakeholders/experts.

Subject to the above amendment:

Resolved to approve the minutes of the ordinary meeting held on 24th November 2020.

2021/203 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.

- A member of the public endorsed the comments made by the Chair about Ros Dawson and Edwina Simpson.

2021/204 To receive Ben Warren from Concept Taverns

Mr Warren spoke about the re-naming of the Ferrands Arms to the Market Square Tavern. Councillor Goode arrived at 18:49. Mr Warren noted that it's hoped that the pub will open in early February 2021.

2021/205 Vice Chair and committee vacancies

- To elect the Vice Chair of Bingley Town Council. Resolved** to elect Councillor Williams as Vice Chair to Bingley Town Council.
- To elect the Chair of the Finance & General Purposes Committee. Resolved** to elect Councillor Williams as the Chair of the Finance and General Purposes Committee.
- To elect the Chair of the Neighbourhood Plan Working Group. Resolved** to elect Councillor Owen as the Chair of the Neighbourhood Plan Working Group.
- To elect the Chair of the Climate Emergency Working Group. Resolved** to elect Councillor Brazendale as the Chair of the Climate Emergency Working Group.
- To elect a councillor to the Planning Committee. Resolved** to elect Councillor Taylor to the Planning Committee. A member of the public left the meeting at 19:00.
- To elect a councillor to the Neighbourhood Planning Working Group. Resolved** to elect Councillor Truelove to the Neighbourhood Planning Working Group.
- To appoint a non-councillor to the Neighbourhood Plan Working Group. Resolved** to appoint Ros Dawson to the Neighbourhood Planning Working Group.
- To nominate a councillor with responsibility for the website. Resolved** that Councillor Williams will have responsibility, working with staff.
- To nominate two councillors with responsibility for the town council Facebook and Twitter accounts. Resolved** that Councillor Drucquer will be a councillor with responsibility for the town council Facebook page, working with staff. The EMAC sub committee will review the council's twitter account.
- To appoint non councillors to the Changing Places group. Resolved** to appoint Daryl Smith and Lewis Kirdale to the Changing Places Group.
- To elect the Chair of the Events, Marketing and Communications Sub Committee. Resolved** to elect Councillor Owen as Chair of the Events, Marketing and Communications subcommittee.
- To elect two councillors to the Events, Marketing and Communications Sub Committee. Resolved** to elect Councillors Drucquer and Truelove to the EMAC subcommittee.

2021/206 To resolve that members of the press and public be excluded from items 2021/207 (a.1) under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature.

Resolved to exclude the press and the public from the meeting owing to confidential information about staff salaries. The members of the public and the Clerk left the meeting at 19:22.

2021/207 Staffing review and draft budget

- To consider the recommendations of the Staffing Committee to:**

1. **Review the Town Clerk's salary grading. Resolved** that the Clerk's salary be regraded to LC3 substantive range with effect from 1st April 2021. The clerk and members of the public returned to the room at 19:44.
 2. **Recruit a Deputy Clerk for Bingley Town Council. Resolved** to recruit a Deputy Clerk for Bingley Town Council on LC2 below substantive range if unqualified and LC 2 substantive range if qualified and that the recruitment is delegated to the Staffing committee.
 3. **Warden position. Resolved** that consideration of the Warden's post be deferred until the budget for 2022-2023.
 4. **To consider the final Staffing Review. Resolved** that every Chair of a committee or subcommittee bring proposals back to the next full council meeting.
- b) **To consider the draft budget. Resolved** to approve the draft budget as attached.

2021/208 Policies and Procedures

To consider the recommendation of the Finance and General Purposes committee to approve:

- a) **Revised Standing Orders. Resolved** to approve the Standing Orders, subject to the legend being sorted out.
- b) **Audit Plan. Resolved** to approve the reviewed audit plan.
- c) **Effectiveness of internal control and arrangements to protect money. Resolved** to approve the effectiveness of internal control and arrangements to protect money.

To consider the recommendation of the Staffing committee to approve:

- a) **The recruitment and selection policy. Resolved** to approve the recruitment and selection policy

2021/209 Bank

- a) **To appoint a replacement bank signatory. Resolved** to appoint Councillor Taylor as a replacement bank signatory.
- b) **To consider the Temporary Administrative Officer being able to view the Town Council T2 bank account. Resolved** that the bank mandate be altered to allow the temporary Administrative Officer to be able to view the bank accounts.

2021/210 Ireland Bridge

- a) **To consider the e-mail from Simon D'Vali about Ireland Bridge**

Resolved that a meeting be set up with Simon D'Vali and three of the four councillors Barton, Heseltine, Taylor and Williams, depending on their availability.

2021/211 Keighley Incinerator

To consider the recommendation of the Planning Committee

Resolved that the town council notes its dismay at the decision to proceed with the environmental permit and will support the campaign for further legal challenges via the town council grant scheme. The council will write to Philip Davies thanking him for his support in the campaign and hopes that he will continue to support any further attempts by Aire Valley Against Incineration to prevent the project.

2021/212 Fingerposts and additional signs Hub

- a) **To consider the cost of £193.50 for replacement decals. Resolved** to approve the cost of £193.50 for replacement decals from the Bradford Council Sign shop.
- b) **To consider the cost of £20 plus VAT for stickers to display the opening times of the toilets. Resolved** to approve the cost of £20, plus Vat for stickers from Jess Wright.

2021/213 Councillor vacancies

a) To receive an update on councillor vacancies

The clerk advised that notices had been put into the Lidl noticeboard and on the town council website. The closing date for a petition for election is 8th January. If no petition by is received by Bradford Council the town council will be able to co-opt to the vacancies.

2021/214 Bradford Council budget consultation

a) To consider any comment the Town Council wishes to make on the consultation

The council wished to make no comment.

2021/215 External ash trays for pubs

a) To consider locations for recommendation to the Shipley Area committee

Resolved to send the list as circulated to the Bingley Ward officer. Councillor Heseltine abstained from the vote.

2021/216 Clerk report

a) To receive the clerk report

The report was noted.

2021/217 Finance

- a) To consider the December schedule of payments. Resolved** to approve the December schedule of payments.
- b) To note receipts.** Receipts for the month were noted.
- c) To ratify payments Resolved** to ratify the payments of £325, plus VAT to MPH Services for unblocking a drain leading to one of the public toilets and £79.99, plus Vat to Nevis Computers for a repair to the Clerk's laptop. The payments were made by the clerk using Financial Regulation 4.5
- d) Monthly budget monitoring report. Resolved** to approve the monthly budget monitoring report.
- e) To vire £100 from the Warden Costs budget into the Chair's allowance. Resolved** to vire £100 from the warden cost budget into the Chair's allowance.
- f) To consider the reinstatement costs for insurance on the Hub. Resolved** that the reinstatement costs for insurance be £242,322.59.

2021/218 To consider any promotional items that the Town Council wishes to publicise from this meeting

Resolved to publicise the two Councillor vacancies, appointments to committees, external ash trays, thanks to Ros Dawson and Edwina Simpson and the December market.

2021/219 Date of the next meeting

To note the date of the next meeting as being Tuesday 19th January 2021 at 6:30pm