

# BINGLEY TOWN COUNCIL



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

## BINGLEY TOWN COUNCIL

**MINUTES OF THE EXTRAORDINARY MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 18th JUNE 2019 AT 6:30PM AT THE SMALL HALL BINGLEY METHODIST CHURCH, BINGLEY BD16**

**Start: 6:30pm**

**Finish: 8:10pm**

**Councillors Present: Barton, Brazendale, Clough, Dawson, Drucquer, Goode, Heseltine, Holmes, Malik, Miah, Owen, Pennington, Simpson, Williams and Winnard**

**In attendance: Ruth Batterley, Town Clerk**

**Members of the public: Five, part of meeting**

### **1920/26 Chair's Remarks**

The Chair thanked all of the candidates who had put themselves forward for co-option to the town council. She invited those candidates if unsuccessful to be involved with other work for the town council.

### **1920/27 Apologies for Absence**

- 1. To note apologies for Members' absence (if applicable).**
- 2. To receive and consider apologies for absence**
- 3. To approve reasons for absence**

**Resolved** to approve the reasons for absence of Councillor Truelove.

### **1920/28 Disclosures of interest**

- 1. To receive declarations of interest from councillors on items on the agenda.**
- 2. To receive written requests for dispensations for disclosable pecuniary interest**
- 3. To grant any requests for dispensation as appropriate.**

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

### **1920/29 Resolution to Adjourn the Meeting**

**RESOLUTION** to adjourn the meeting in order to receive reports from invited guests and in order that the public be permitted to make representations, answer questions and give evidence in respect of any items of business included on the agenda or ask questions on any other matter of relevance to the parish.

## **Public Participation**

- Questions / observations from members of the public
- Reports from invited guests:

No member of the public wished to speak.

## **1920/30 Minutes of previous meeting**

**To confirm as a correct record the minutes of the:**

- a) Ordinary Meeting held on 28th May 2019**

**Resolved** to confirm as a correct record the minutes of the meeting held on 28<sup>th</sup> May 2019.

## **1920/31 To receive presentations from, and ask questions of, candidates standing for co-option to Bingley Town Council**

- a) Susan Brown**
- b) Chris Dickerson**
- c) Philippa Gibbons**
- d) Richard Holmes**
- e) Andrew Quarrie**

The candidates for co-option were invited to leave the room. The clerk had compiled the list of questions from those submitted by councillors and questions were discussed and chosen to ask the candidates. Mrs Brown and Mr Quarrie were unable to attend the meeting, but wished to be considered for co-option to the town council.

Candidates were individually invited back into the room in alphabetical order and asked the chosen questions.

## **1920/32 Exclusion of the press and public**

**To resolve that members of the press and public be excluded from item 1920/33 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), during consideration of items of a confidential nature.**

*(Consideration of candidates for co-option- personal information)*

**Resolved** that members of the press and public be excluded from item 1920/33 due to consideration of personal information.

## **1920/33 To consider the candidates for co-option**

The council discussed the candidates, their biographies and submitted information for the co-option.

## **1920/34 To consider the co-option of a candidate as councillor to Bingley Town Council.**

Members of the public and candidates returned to the room.

A recorded vote was requested.

Mrs Brown was not proposed.

**Resolved** that Richard Holmes be co-opted to Bingley Town Council. Councillors Heseltine, Williams, Clough, Winnard, Barton, Goode, Owen, Dawson and Simpson voted for Mr Holmes. Councillors Brazendale, Malik and Pennington voted for Mr Dickerson and Councillors Miah and Drucquer voted for Ms Gibbons. As the vote was taken in alphabetical order no votes were cast for Mr Quarrie as Mr Holmes received an absolute majority of the votes.

Richard Holmes and the clerk signed the Councillor Declaration of Acceptance of Office.

#### **1920/35 Annual Governance and Accountability Return**

- a) To receive and consider actions from the Internal Auditor's report**
- b) To receive the Annual Internal Audit Report 2018-2019**
- c) To consider the review of effectiveness of system of internal control**
- d) To consider the Annual Governance Statement for 2018-2019**
- e) To note the period for the exercise of public rights**

- a) The internal auditor report prepared by the Bingley Town Council Internal Auditor had been circulated with the meeting papers. The Clerk and Administrative Officer were thanked for their work.

**Resolved** that the recommendations in the report be implemented:

- **Continued use of Rialtas to close the financial year end.**
  - **Clarification of the agreed reserve calculations for the next year end process.**
  - **To continue the good practice for business case methodology for projects and to continue to source specialist advice.**
  - **To purchase an SSL Certificate. The clerk noted that this had been implemented.**
  - **Consideration of on-line banking.**
- b) The internal audit report on the AGAR was received and noted.
  - c) **Resolved** to approve the review of the effectiveness of the system of internal control.
  - d) The Chair read the statements on the Annual Governance Statement. **Resolved** to approve the Annual Governance Statement for 2018-2019.
  - e) The period for the exercise of public rights was noted as being 20/06/19- 31/07/19.

#### **1920/36 Accounting Statements**

- a) To consider the accounting statements for 2018-2019**
  - b) To approve the accounting statements for 2018-2019**
- a) The accounting statements for 2018-2019 were considered.
  - b) Resolved** to approve the accounting statements for 2018-2019.

**1920/37 To consider any promotional items that the Town Council wishes to publicise from this meeting**

Resolved that the co-option of Richard Holmes and the period for the exercise of public rights be promoted.

**1920/38 Date and location of next meeting**

To note the date of the next meeting as being Tuesday 30<sup>th</sup> July 2019 at Bingley Baptist Church, BD16 at 6:30pm