

BINGLEY TOWN COUNCIL



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

Minutes of the meeting of the Finance and General Purposes Committee held on Wednesday 13th April 2022 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF

Councillors present: Beckwith, Clough, Gibbons, Goode, Miah, Truelove, Williams
Non-member Councillors present: None
In attendance: Eve Haskins (Town Clerk)
Members of the public: None

Start time: 6.30pm
End time: 7.53pm

2122/163 Apologies for absence

Apologies noted and reasons for absence approved from Councillor Carney.

2122/164 Disclosures of interest

No disclosures of interest received. No written requests for dispensation had been received.

2122/165 Minutes

Resolved to confirm the minutes of the Finance and General Purposes Committee meeting held on 9th March 2022 as a correct record.

2122/166 Confidential items to be discussed under item 2122/179

Resolved to agree to move item 2122/170b to allow it to be discussed in confidence after item 2122/179 following exclusion of the press and public.

2122/167 Public Participation

None.

2122/168 Bank reconciliation, statement and balances

Resolved to receive and agree the bank reconciliation and statement for March 2022, and to note the balances to date, as follows:

- Unity Bank: £247,117.31.
- Public Sector Deposit Fund: £143,334.00.

The Town Clerk reported that £10,000 had been moved from the Public Sector Deposit Fund to cover the wages bill last week: agreed to investigate the amount of money to be moved back.

2122/169 Budget

Resolved to agree that the recommendation be made to Full Council to move the £20,000 Changing Places funding into General Reserves once received from Bradford Council.

2122/170 Hub building issues

Resolved the following:

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- a) Need for new CCTV system: Councillor Williams to create a specification for the new CCTV system in time for the next meeting, which will then be used to obtain three quotes.

2122/171 Chromebooks

Resolved to defer this item until the next meeting, prior to which time more clarification on the Chromebooks' sales recommendation to be sought.

2122/172 Green and Clean

Resolved to receive the following update from Councillor Goode:

- Litter picks:
 - Successful litter pick on 9th April, river cleaning event in conjunction with the Friends of Myrtle Park, as facilitated by the Aire Rivers Trust.
 - Next Town Council organised litter pick to take place on Saturday 23rd April in Crossflatts, 10am to 12pm; contacted Crossflatts Village Society who will have a litter pick on same day instead of in May.
 - Another recent litter pick was also held in Gilstead, attended by the Ward Councillors.
- Friends of Myrtle Park held a successful event last Sunday mainly for children, where over 100 people turned up for the Easter egg trail.
- Riverside footpath: this is owned by Bradford Council, whom Councillor Goode has attempted to contact previously, and have now been contacted by the Town Clerk, to determine their progress with this project; to update further at the next Full Council meeting once a response has been received. Much remedial work has been carried out already in this area by the Covid Recovery Team, however the footpath needs further work to ensure it is safe and accessible for wheelchairs. Liaised with Walkers are Welcome, who offered their support regarding providing better links between Ireland Bridge and Myrtle Park.
- Bulbs and plants: agreed to fund the cost of £70 for wildflower seeds on Ferncliffe Road.

2122/173 Markets

Resolved to receive the following update from Councillor Goode, and to agree the following actions:

- Monthly Farmers' Market:
 - Last one was a success, with more volunteers than usual to help out, however concern was expressed regarding the lack of stalls at the last Farmers' Market: agreed to monitor this.
 - Agreed to recommend to the Full Council to remove the need for a Town Council gazebo on ordinary Farmers' Market days unless specifically requested by a councillor, with a rota for setting up/putting away rather than for a Town Council presence at the market. Councillor Goode to investigate the contractual arrangements for the entertainment provided by the Town Council (including the provision of the parking voucher).
- Good Friday event taking place at Bingley Arts Centre on Friday 15th April, 10am to 4pm: Councillors Goode and Williams volunteered to cover the 10am to 12pm and 2pm to 4pm slots respectively, Town Clerk to request volunteers for the middle slot via email.

2122/174 Allotments

Resolved to receive an update on the allotments, and to agree the following actions:

- a) Approved the provision of skips to clear plots 1b and 27, and the annual skip, at Beck Lane.

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- b) Approved the honouring of the original policy cultivation standard period of 18 months for plot holders who signed up for their allotments under the old policy, following advice received from YLCA.

2122/175 Grants

Resolved to approve the grant application from the local Women's Institute group (Five Rise Frocks), to restore the Jubilee stone: £250 grant agreed; Town Clerk to contact Five Rise Frocks to highlight the change in wording in the draft provided in their paperwork.

2122/176 CIL Policy review

Resolved to recommend the approval of the CIL Policy to the Full Council.

2122/177 Risk Management

Resolved the following:

- To receive an update on the review of the Risk Management and Risk Assessment Policy from Councillor Gibbons, including that she and the Town Clerk are still working on compiling a separate Risk Management Strategy and Policy, as well a live Risk Register, which will be a working document, including a clear matrix system: agreed to hold an informal meeting of Committee members to discuss this once completed, prior to review at a Committee meeting.
- No new risks to the Town Council identified.

2122/178 Exclusion of the press and public

Resolved to exclude the press and public from items 2122/170b, 2122/179 and 2122/180 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2122/170 Hub building issues

Resolved the following:

- b) Internet provider: To agree to recommend to the Full Council that it is agreed in principle to the broadband at the Hub being upgraded: Town Clerk to organise for further quotes to be sought for full fibre broadband.

Councillor Miah left the meeting at 7.48pm.

2122/179 Play in the Park Portaloos

Agreed to defer this item to the next meeting, to obtain more comparative quotes.

2122/180 Staff laptop

Resolved to agree the purchase of a staff laptop from Cloudy IT.

2122/181 Date of next meeting

Noted that the date for the next Finance and General Purposes Committee meeting as being Wednesday 11th May 2022 at 6.30pm at the Hub, Myrtle Place, Bingley.

Actions:

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- **Agenda item 2122/168:** Town Clerk to investigate the amount of money to be moved back into the Public Sector Deposit Fund.
- **Agenda item 2122/170a:** Councillor Williams to create a specification for the new CCTV system in time for the next meeting, which will then be used to obtain three quotes.
- **Agenda item 2122/173:** Councillor Goode to investigate the contractual arrangements for the entertainment at the Farmers' Markets provided by the Town Council (including the provision of the parking voucher).
- **Agenda item 2122/175:** Town Clerk to contact Five Rise Frocks to highlight the change in wording in the draft provided for the restoration of the Jubilee stone.
- **Agenda item 2122/170b:** Town Clerk to organise for further quotes to be sought for full fibre broadband for the upgrading of the broadband at the Hub.
- **Agenda item 2122/179:** Town Clerk to organise for greater clarification to be provided for the portaloo quotes.

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