

# BINGLEY TOWN COUNCIL



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

## MINUTES OF THE REMOTE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON WEDNESDAY 10<sup>TH</sup> MARCH 2021 AT 6:30PM

Start: 6:30pm  
Finish: 8:10pm

<b>Councillors present:</b>	Brazendale, Clough, Goode, Miah, Owen, Taylor, Williams and Winnard
<b>Councillors in attendance not a member of this committee:</b>	None
<b>In attendance:</b>	Ruth Batterley, Town Clerk
<b>Members of the public:</b>	Two, part of meeting

### 2021/128 Apologies for absence

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

There were none.

### 2021/129 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 none.

### 2021/130 To confirm as a correct record the minutes of the ordinary Finance and General Purposes Committee meeting held on 10<sup>th</sup> February.

**Resolved** to confirm the minutes of the ordinary meeting of the Finance and General Purposes Committee held on 10<sup>th</sup> February 2021.

### 2021/131 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 Chair.**

No member of the public wished to speak.

### 2021/132 Allotment report

- a) To consider the allotment report
- b) To consider the annual increase to allotment rents of the CPI index and to consider resolving that this be applied each year

- a) **Resolved** that a sum of £250 for each clearing of an allotment be delegated to the clerk.
- b) **Resolved** that the annual increase to allotment rents be the CPI index and that this is applied each year
- c) **Resolved** that an initial condition agreement be approved.
- d) **Resolved** that the clerk is delegated with preparing an initial report detailing costs and feasibility of additional tree work at the Beck Lane site. Councillor Owen left the meeting at 18:58.
- e) **Resolved** that an allotment mentor scheme be established
- f) It was noted that a quotation is being obtained for the removal of the asbestosis
- g) The issue of rats at Stanley Street was noted
- h) Information about the vacant plots, waiting list and the replacement padlock at Beck Lane were also noted.

#### **2021/133 Reserves policy and Asset Register**

- a) **To consider the reserves policy with any recommendation to be made to the full council as necessary. Resolved** to recommend the reserves policy to the full council for its approval.
- b) **To consider the revised Asset Register for 2020-2021 with any recommendation to be made to the full council as necessary.** The four new grit bins had been missed; the policy includes the loan, minus any repayments made. Subject to the addition of the grit bins **resolved** to recommend the asset register to the full council for its approval.

#### **2021/134 E-mail from CCLA**

- a) **To consider the e-mail from CCLA with any recommendation to be made to the full council as necessary**

The e-mail from CCLA about declining interest rates and the possibility of a negative yield environment was discussed. The Public Sector Deposit Fund's Instrument of Incorporation and Prospectus is being amended to include a Negative Yield Response Measure.

**Resolved** to recommend to the full council that the town council continues with its current investment in the Public Sector Deposit Fund.

#### **2021/135 Return to public meetings**

- a) **To consider arrangements for the possible return to public meetings**

It was noted that legislation permits remote meetings to be held only up to May 7<sup>th</sup>. It may be that local councils need to return to face to face meetings after this.

**Resolved that** Councillors Taylor and Goode will scope out the requirements for the return to face-to-face meetings.

#### **2021/136 Fees and Charges**

- a) **To consider the short report on the review of fees and charges**

**Resolved** that the report on fees and charges be approved.

#### **2021/137 Wildflower seeds**

- a) **To delegate to the clerk the purchase of wildflower seeds for the cost of up to £75**

**Resolved** to delegate to the clerk £75 for the purchase of wildflower seeds.

#### **2021/138 Governance and Accountability**

- a) **To receive Governance and Accountability**

Governance and Accountability was noted.

**2021/139 Facilities Management terms of Reference**

- a) **To consider the terms of reference for the Facilities Management sub committee**

**Resolved** to approve the Facilities Management terms of reference.

**2021/140 Bank reconciliations**

- a) **To consider the signed bank reconciliations and statements for February**

**Resolved** to approve the signed bank reconciliations and statements for February. **Resolved** to minute the balances as Unity T2 account £111,192.01, PSDF £138,000 and Multipay Card £0.

**2021/141 To review risk, identifying any new or unacceptable levels of risk to the Town Council**

It was noted that the council is taking steps to manage the risk for the return of possible face to face meetings and that blockages in the left-hand public toilet should be reduced with the introduction of cut toilet paper.

**2021/142 To resolve that members of the press and public be excluded from items 2021/143 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature.**

**Resolved** that the press and the public be excluded for discussion of a confidential allotment matter.

**2021/143 Allotment issue**

- a) **To consider information received about a confidential allotment matter**  
b) **To consider next steps**

**Resolved** that a notification letter be sent.

**2021/144 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 14th April 2021.**