

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 October 2021 at 6.30pm at the Hub, Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

Councillors present: Beckwith, Clough, Gibbons, Goode, Owen, Williams

Non-member Councillors present: None

In attendance: Eve Haskins, Town Clerk

Members of the public: None

Start time: 6.30pm

2122/61 Apologies for absence

Apologies noted and reasons for absence approved from Councillor Miah.

2122/62 Disclosures of interest

Councillor Williams disclosed an interest in item 2122/75 on toilet tenders – he left the room during this item, so did not take part in the discussion on, or vote on, this matter.

No written requests for dispensation had been received.

2122/63 To confirm as a correct record the minutes of the Finance and General Purposes Committee meeting held on 8th September 2021

Resolved to confirm the minutes of the Finance and General Purposes Committee meeting held on 8th September 2021 as a correct record.

2122/64 Confidential items to be discussed under item 2122/73

None.

2122/65 Public Participation

None.

2122/66 Bank reconciliation

Resolved to receive and agree the bank reconciliation and statement for September 2021.

2122/67 Budget

- a) **Resolved** to defer the half yearly budget monitoring review for 2021-22 to the next meeting.
- b) **Resolved** to consider the draft budget for 2022-2023 at the next meeting, including the presentation of two draft budget scenarios to reflect the Changing Places funding bids, and to agree to recommend some of the items on the priority list to the Full Council, as follows:

| Priority | Item | Estimated Cost |
|----------|-------------------------------------|----------------|
| 1 | Bingley floral displays | 11,000 |
| 2 | CP Toilet including servicing costs | 30,000/50,000* |

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|---|---|-------------|
| 3 | Grant funding overall | 25,000 |
| 3 | Christmas lights 2022 | 5,000 |
| 3 | Bingley Markets | 1,500 |
| 3 | Newsletters (distribution costs = £750) | 2,500 |
| 3 | Annual Report | 1,400 |
| 3 | Play in Park events | 6,000 |
| 3 | Neighbourhood Plan completion | 10,000 |
| 4 | Summer bulbs for third parties | 5,000 |
| 4 | Winter bedding plants | 1,000 |
| | New laptops for the Council officers | 2,000 |
| | 5 Rise Lock way/pavement marking | 500 |
| | SIDs (costs for 3 of) | 10,500 |
| | Solar cells on the roof of the Hub | c8,000 |
| | Riverside Walk railings | TBC |
| | Water fountain in the Town Square or on the Hub wall | 3,000/1,000 |
| | eBus scheme in conjunction with neighbouring parishes | TBC |
| | Laptop for streaming meetings (could use one of the old ones) | 750 |

Notes: *depending on whether Bingley Town Council are successful in its bid for funding.

2122/68 Policies

Resolved to adopt the following policies/procedures:

- To agree the Internal Controls Policy, subject to the following change: one member to be nominated to carry out the internal controls every quarter (to be agreed at the next Full Council meeting).
- To agree the Privacy Impact Assessment for CCTV.

2122/69 Solar panels for Hub

- Resolved** to note that the Risk and Resource Assessment form not received.
- Resolved** to consider placing solar panels on the Hub, and to agree that further information is required before a decision can be made on this issue (including costings, potential risks to Hub building etc.): Councillor Beckwith to continue to liaise with Councillor Miah to undertake further research and the completion of a Risk and Resource Assessment form prior to presentation at a future meeting.

2122/70 Green and Cleaner funds

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

- Clearing of snickets locally: continues to be a work in progress, will keep everyone updated.
- Trees for Streets: still awaiting further information; continue to be a work in progress.

2122/71 Sale of Priestthorpe Annexe

Resolved to consider the recent correspondence regarding the sale of the Priestthorpe Annexe and to agree the following: to recommend to the Full Council that the Town Council send a letter to the City Solicitor and Chair of the Regulatory and Appeals Committee at Bradford Council highlighting that the residents of Bingley are keen that the funds should be accessed by Bingley residents and used to provide educational advantages, therefore Bingley Town Council would like to propose that the
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Charitable Trust should be set up and based in Bingley, where the board of trustees are people with the interests of Bingley at heart (this Charitable Trust would exist solely to disburse the funds fairly for educational purposes as stated in the original proposal); and to also contact the developers at this site to query the progress with the building work.

2122/72 Risk management

Resolved to review risk and identify the following new or unacceptable levels of risk to the Town Council, including:

- a) The Council's decision to defer the Changing Places toilet project: acknowledged that there was not a discussion on the risks to making this decision at the last Full Council meeting, however this was carried out at the last Changing Places Working Group meeting.
- b) Radar keys: Councillor Williams explained that radar keys were fitted yesterday and were meant to be unable to use once the doors were locked between 6.00pm and 9.00am, however they were not: the Deputy Clerk has contacted Healthmatic regarding this.
- c) Damage to Hub building: the Town Clerk updated all that the recent visit by the Loss Adjuster said there was no structural damage to the building, however the insurance company will cover the cost of structural engineers: the Deputy Clerk is liaising with them accordingly.

2122/73 Exclusion of the press and public

Resolved that members of the press and public be excluded from items 2122/74 and 2122/75 under the provision of the Public Bodies (Admissions to Meetings Act, 1960 s1 (2)), during consideration of an item of a confidential nature.

2122/74 Grant applications

Resolved to consider and to agree Bingley Remembrance Group grant application for £500, subject to receiving information which says 'to follow' (Town Clerk to contact them accordingly).

Councillor Williams left the meeting at 8.16pm.

2122/75 Hub toilet cisterns

Resolved to consider the two quotes received for the Hub toilet cisterns and to agree to accept the quote at £895.

Councillor Williams entered the meeting at 8.22pm.

2122/76 Next meeting of the Finance and General Purposes Committee

Noted that the date for the next Finance and General Purposes Committee meeting is scheduled for Wednesday 10th November 2021 at 6.30pm at the Hub, Myrtle Place, Bingley.

The meeting closed at 8.25pm.

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