

# 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 12<sup>th</sup> January 2022 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

**End time:** 8.20pm

### **2122/111 Apologies for absence**

Apologies noted and reasons for absence approved from Councillors Carney and Miah.

### **2122/112 Disclosures of interest**

Councillor Owen declared interest in item 2122/120 due to her husband being a joint allotment owner.

No written requests for dispensation had been received.

### **2122/113 Minutes**

**Resolved** to confirm the minutes of the Finance and General Purposes Committee meeting held on 8<sup>th</sup> December 2021 as a correct record.

### **2122/114 Confidential items to be discussed under item 2122/125**

**Resolved** to agree that item 2122/119 regarding the market update will be discussed in confidence after item 2122/125 following exclusion of the press and public.

### **2122/115 Public Participation**

No members of the public in attendance.

### **2122/116 Bank reconciliation, statement and balances**

**Resolved** to receive and agree the bank reconciliation and statement for December 2021, and to note the balances to date, as follows:

- Unity Bank: £91,011.70.
- Public Sector Deposit Fund: £153,334.00.

### **2122/117 Budget**

**Resolved** the following:

- To agree that Councillor Williams to update the project list and circulate to the Full Council prior to the Full Council meeting next week, including the following amendments: deletion of laptop for streaming meetings, add the purchase of Chromebooks, add riverside railings to indicate this cost could be taken from CIL.

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- To agree to recommend increasing the figure in the draft budget for cost centre 4193: Running Costs Office to £6000, due to increasing energy bills.
- To agree to recommend increasing the figure in the draft budget for cost centre 4192: Running Costs Toilets to £24,000, to incorporate the increase in cleaning costs and the additional cleaning of the Changing Places facility.
- To agree to recommend increasing the figure in the draft budget for cost centre 4526: Climate Emergency to £13,000, to incorporate potential cost of solar panels on the Hub building.
- To agree to recommend removing the reserves figure of £40,000 for the Changing Places toilet to indicate that this will be spent in the year 2021-22.
- To recommend to the Full Council the following budget and precept for 2022-23: budget of £299,275, precept of £258,457, which is £30.25 per Band D property, with the virement of funds for the Changing Places toilets as agreed at the last meeting.

## **2122/118 Green and Cleaner Funds**

**Resolved** to receive the update from Councillor Goode that bushes and tree whips were delivered this morning to the Friends of Myrtle Park to plant on the Lidl side of the park, and to agree the following litter pick dates for 2022: Saturday 29th January, Saturday 12<sup>th</sup> March, Saturday 23<sup>rd</sup> April, Saturday 11<sup>th</sup> June, Saturday 23<sup>rd</sup> July, Saturday 10<sup>th</sup> September, Saturday 22<sup>nd</sup> October, Sunday 13<sup>th</sup> November 2022 (Remembrance Day), Saturday 10<sup>th</sup> December 2022.

## **2122/120 Allotments**

**Resolved** to receive the Allotment Report and to agree that the Committee is satisfied that the necessary delivery of top soil from Plot 23 to Plot 9 be dealt with as a separate project to ensure that there is no delay in the current plot levelling work; and to agree that the Allotment Officer to investigate necessary path stabilization (e.g. netting/mesh).

## **2122/121 Policy review**

**Resolved** to receive the update that Councillors Gibbons and Williams have been reviewing the CIL Policy, especially regarding reporting and Regulation 123, and have identified that further investigations are required; and to agree therefore that Councillors Gibbons, Owen and Williams investigate the amendments to the CIL Policy further, including liaising with the Neighbourhood Plan consultants for their input.

## **2122/122 Grant funding**

**Resolved** to receive the update on the grant funding for the Cottingley ward as follows: guidance from Bradford Council on this funding suggested it could be used for Christmas lights, therefore Councillor Goode has liaised with Festival Lights and suggested some ideas, including replacing the ten Christmas tree decorations (£1000) and four lamppost decorations (£2200); and to agree that Councillor Goode to meet with Councillor Truelove to pursue this plan for Christmas 2022.

## **2122/123 Internal Control Inspections**

**Resolved** to agree arrangements for the internal controls inspection for Quarter 3, including to agree another internal controls member at the Full Council meeting next week, and for the Town Clerk to liaise accordingly with them and Councillor Gibbons to report back at a future meeting.

Chairman ..... Date .....

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## **2122/124 Risk Management**

**Resolved** to review risks, and to agree the following:

- No new or unacceptable levels of risk to the Town Council identified.
- Town Clerk to request advice and guidance from YLCA regarding the compilation of a risk register for the Council, which will be a live document, as well as an associated Risk Policy.

## **2122/125 Exclusion of the press and public**

**Resolved** to exclude members of the press and public from item 2122/119 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.

## **2122/119 Markets update**

**Resolved** to receive an update on markets from Councillor Owen, who reported that the December market was a very disappointing turnout for stallholders and shoppers due to the bad weather and that future stall holders have been asked to provide own gazebos from March this year; and to agree that Councillor Owen to arrange a meeting with interested parties to discuss markets further in the next few weeks.

## **2122/126 Date of next meeting**

Noted that the date for the next Finance and General Purposes Committee meeting as being Wednesday 9th February 2022 at 6.30pm at the Hub, Myrtle Place, Bingley.

Chairman ..... Date .....