

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 9th February 2022 at 6.30pm at the Hub, Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

Councillors present: Beckwith, Carney, Clough, Gibbons, Goode, Miah, Owen

Non-member Councillors present: None

In attendance: Eve Haskins, Town Clerk, Nicola Mansfield-Smith, Deputy Clerk

Members of the public: Two

Start time: 6.30pm

End time: 7.43pm

2122/127 Apologies for absence

Apologies noted and reasons for absence approved from Councillor Williams.

2122/128 Disclosures of interest

Councillor Owen declared interest in item 2122/135 due to her husband being a joint allotment owner. No written requests for dispensation had been received.

2122/129 Minutes

Resolved to confirm the minutes of the Finance and General Purposes Committee meeting held on 12th January 2022 as a correct record, subject to the amendment that Councillor Goode was present at the meeting.

Councillor Beckwith entered the meeting at 6.33pm.

2122/130 Confidential items to be discussed under item 2122/140

Resolved to agree that no further items to be discussed in confidence after item 22/140 following exclusion of the press and public.

Councillor Carney entered the meeting at 6.34pm.

2122/131 Public Participation

A member of the public commented upon the review of the Allotment Policy (agenda item 2122/135), specifically to provide a personal appeal against the proposed use of poly tunnels on Beck Lane, which had not been permitted by the Town Council previously due to concerns regarding blocking of light. The member of the public stated that, in addition to this, the poly tunnels may cause flooding on other plots as they are not very far apart, and highlighted that the Beck Lane allotments are a much admired and quaint site in a conservation area, next to the Five Rise Locks, a Grade 1 listed structure. Concern was expressed that little time had been used to find out more information regarding poly tunnels in a conservation area, and that Bradford Council may provide retrospective planning permission for these.

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Another member of the public concurred with and supported these comments objecting to the use of poly tunnels at the Beck Lane allotments.

It was agreed to discuss item 2122/135 at this point in the meeting.

2122/135 Allotments

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

- a) Updated Allotment Policy approved, subject to the amendment to the current draft wording to incorporate the option that the Town Council continue to prohibit the use of poly tunnels on Bingley Town Council allotment site.
- b) Rent increases and concessions for 2023-24 proposals agreed, to align potential rent increases with the statement in the existing Allotment Policy (which advises that 'The Town Council reserves the right to increase the allotment rent in line with inflation, or to reflect changes in the rental value of land for allotments, or to reflect other running costs to provide allotments'), and to remove all concessions apart from those that relate to eligibility for means tested benefits and one free plot for a site representative in recognition of the work they undertake to support the site (plot holders to be given one year's notice of the changes).

Thanks were expressed to the Admin Officer for all the hard work on the allotment reports.

2122/132 Bank reconciliation, statement and balances

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

- Unity Bank: £87,446.10.
- Public Sector Deposit Fund: £153,334.00.

2122/133 Green and Clean

Resolved to receive the update from Councillor Goode, including on the following:

- Poor weather for the last litter pick, however several volunteers still attended.
- Received a suggestion for a litter pick on the canal towpath from Morton Lane on the school grounds: agreed that Councillor Goode to approach the school for access and their involvement.
- Other suggestions for litter picks on Healey Lane and around the parish church: agreed that Councillors Goode, Owen, the Town Clerk and Deputy Clerk to discuss potential litter picks at an upcoming meeting with Bradford Council's Ward Officer and Assistant Ward Officer on 21st February.

Thanks were expressed to Councillor Goode and all volunteer litter pickers for all their hard work.

2122/133 Markets

Resolved to receive the verbal update from Councillor Owen, including on the following:

- Last market on 5th February market was cancelled by Otley Town Partnership due to poor weather.
- Meeting taking place on 14th February between the Town Council and interested parties, including Bingley Chamber of Trade and Otley Town Partnership, to discuss the future of the markets, provision of stalls, need for storage etc.

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2122/136 Policy review

Resolved to defer this item on the review of the CIL Policy to the next meeting.

2122/137 Grant funding

Resolved to receive the update on the £4000 grant funding for the Cottingley ward as follows: Councillor Goode met with Festival Lights and liaised with Councillor Truelove regarding new Christmas lights in Cottingley, which will cost £4105 for the provision and installation of ten small Christmas trees (£455), the supply of four double festive features (£1500), four lighting columns to convert with external sockets and internal time clocks (£840), install/deinstall of four festive features (£480), install one wall mounted feature (£130), supply of another wall mounted feature (£450), storage and testing of trees and features annually (£250): agreed that the Town Council to fund the extra £105 for this cost.

Thanks were expressed to Councillor Goode for all his hard work done in the past on Cottingley Christmas lights.

2122/138 Litter in Bingley Town Centre

Resolved to agree that Councillor Owen and the Town Clerk to compose a letter to local licensed premises and food outlets regarding the town centre's litter problem, as highlighted by the litter picks, and to liaise with the Ward Officer and Assistant Ward Officer for advice regarding this problem at the meeting on 21st February prior to sending the letter.

2122/139 Risk Management

Resolved to review risks, and to agree the following:

- No new or unacceptable levels of risk to the Town Council identified.
- Councillors Carney, Gibbons and the Town Clerk and Deputy Clerk to liaise regarding the compilation of an active risk register for the Council, which will be a live document and updated regularly, as well as an associated Risk Policy, utilizing the examples as recommended by YLCA to provide a clear matrix system.

2122/140 Exclusion of the press and public

Resolved to exclude members of the press and public from items 2122/141 and 2122/142 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.

2122/141 Toilets cleaning April 2022

Resolved to agree the cleaning contract from April 2022 as follows: to reduce the public toilets to two cleans per day and clean the new Changing Places facility twice a day with manual opening of Changing Places facility at 9am each morning, at an annual cost of £19,331 plus consumables, and including the price rise of 14% in consumables for the Changing Places toilet; the Town Clerk to confirm with the cleaning company that the 14% rise in consumables is the final cost increase for this contract from April 2022.

2122/142 Sports water bottle filler

Resolved to agree the amended costs for the supply and installation of the sports water bottle filler on the side of the Changing Places toilet, and to agree that the installation costs be taken from the Changing Places cost centre contingency (cost of sports water bottle filler itself to be taken from Regeneration and Tourism cost centre).

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2122/143 Date of next meeting

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

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