

BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

Finance and General Purposes Committee

Date: Thursday 7th March 2024

The press and public are invited to attend a meeting of the Finance and General Purposes Committee meeting of Bingley Town Council, which will be held on Wednesday 13th March 2024 at The Hub, Myrtle Place, Bingley, BD16 2LF, at 6.30pm.

A handwritten signature in black ink that reads 'E. Haskins'.

Eve Haskins
Town Clerk to the Council
Bingley Town Council, Myrtle Place, Bingley, BD16 2LF
townclerk@bingleytowncouncil.gov.uk 07529 222679

This meeting is open to the press and public by virtue of the Public Bodies (Administration of Meetings) Act 1960, s1

AGENDA

2324/162 Apologies for absence

- a) To note apologies for absence.
- b) To approve reasons for absence.

2324/163 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 receive and consider requests for dispensation as appropriate.

2324/164 Minutes

To confirm as a correct record the minutes of the Finance and General Purposes Committee meeting held on 14th February 2024 (attached).

2324/165 Confidential items to be discussed after item 2324/178

To consider if any further items on the agenda need to be discussed in confidence after item 2324/178, following exclusion of the press and public, due to their sensitive nature.

2324/166 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.

2324/167 Allotments

To receive an update on allotments and to agree any actions, including on the following:

- To agree the annual rent increase for allotment rents for 2024-2025 in line with the Consumer Price Index (CPI).
- To receive an update on plot vacancies/plot splitting.

2324/168 Speed Indicator Devices (SIDs)

To receive an update on the SIDs.

2324/169 Bank reconciliations, statements, balances, budget monitor, internal controls

- a) To consider and approve the bank reconciliations for February 2024 (attached).
- b) To consider and approve the bank statements for February 2024 (attached).
- c) To note the 2023-24 projected year-end figures (further information attached).
- d) To note the bank balances to date (to note at the meeting).
- e) To review the effectiveness of internal controls 2023-24 and to note the recent internal controls meeting (further information attached).

2324/170 Policies/procedures

- a) To review the Financial Risk Assessment Policy (attached).
- b) To note the Fire Procedures (attached).

2324/171 Asset Register

To review the Asset Register (attached).

2324/172 Direct Debit agreement for Document Solutions

To approve the direct debit for Document Solutions.

2324/173 Website

To receive an update on the search for a new website.

2324/174 Green and Clean (Councillor Goode)

To receive an update on Green and Clean, and to agree any actions, including on recent and upcoming litter picks, Green and Clean Forums and plants.

2324/175 CIL funding

To receive an update on the CIL funding and to agree any actions.

2324/176 Risk Management

To identify any new or unacceptable levels of risk to the Town Council and amend the Risk Register accordingly.

2324/177 Date of next meeting

To agree the date for the next Finance and General Purposes Committee meeting on Wednesday 10th April 2024 at 6.30pm at the Hub, Myrtle Place, Bingley.

2324/178 Exclusion of the press and public

To resolve that members of the press and public be excluded from any items under the provision of Public Bodies (Admission to Meetings Act 1960 s1 (2)), during consideration of items of a confidential nature.

2324/179 The Hub

To receive an update on issues associated with the Hub and to agree any actions, including on the following:

- a) To consider the necessary electrical work.
- b) To consider fire risk assessment feedback (to follow prior to the meeting).
- c) To consider the purchase of an exterior post box.