

BINGLEY TOWN COUNCIL



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

**Minutes of the meeting of the Finance and General Purposes Committee held on
Wednesday 8th February 2023 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF**

Councillors present: Beckwith, Fenton, Gibbons, Goode, Kirdale
Member Councillors absent: Carney, Miah, Truelove
Non-member Councillors present: None
In attendance: Eve Haskins (Town Clerk), Debbie Ioanna (Admin Assistant)
Members of the public: Four

Start time: 6.35pm
End time: 8.00pm

2223/152 Apologies for absence

Apologies received and reasons for absence noted from Councillors Carney, Miah and Truelove.

2223/153 Disclosures of interest

Councillor Goode declared an interest in agenda item 2223/159a as a member of the Friends of Myrtle Park: he did not take part in the vote on this item.

No written requests for dispensation had been received.

2223/154 Minutes

Resolved to confirm the minutes of the Finance and General Purposes (F&GP) Committee meeting held on 11th January 2023 as a correct record.

2223/155 Confidential items to be discussed under item 2223/164

No further items to be discussed in confidence after item 2223/164, following exclusion of the press and public, due to its sensitive nature.

2223/156 Public Participation

A member of public queried the sub-division of large plots at the Council owned allotments, including how they are to be subdivided and whether differing sizes would be reflected in the rent charged: Councillor Goode explained that the plots will be split subject to practicality, and that it has been previously agreed that all plots will have the same price, regardless of size.

Another member of public commented upon the suggestion discussed at the previous meeting to move the communal plot at Beck Lane allotments, and stated that they had carried out a questionnaire with the 24 plot holders who are part of a WhatsApp group, half of whom responded. The answers illustrated that all respondents wished for the amenity of a communal plot, with 10 in favour of it staying in its current location. Councillor Goode explained that the plot holders will all be consulted before any decisions are taken regarding the communal plot so their views can be taken into consideration.

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Another member of the public queried the regularity of the inclusion of allotment issues on F&GP Committee agendas and highlighted that a former Allotments Officer would liaise with the Site Representative fortnightly, and allotment team meetings would be held quarterly, which they believed worked better especially for health and safety issues and confidential items. Councillor Gibbons explained that the Council's Allotment Policy states that anyone who has any issues should be raising these to the Council, and that they should be directed to the Enquiries email for the whole staffing team to view as there is no longer a single Allotments Officer role.

Another member of the public stated that they would like the tree heights on the allotment to be considered, to give more space and light to plots 22 and 23 at Beck Lane allotments.

2223/157 Allotments

Resolved to receive the following updates on then allotments and to agree the following actions:

- Update on clearing of plot 27, Beck Lane, and future splitting and letting:

Councillor Fenton confirmed that progress is being made with the clearing; a digger is coming in a fortnight to fill in the pond, and the bricks will be removed, therefore it will be levelled off ready for sub-division in next two to three weeks.

- Potential uses of plot 23, Beck Lane, including consideration of additional work required:

Councillors Fenton and Goode confirmed that they still need to undertake an investigative visit to this plot.

- Suggestions for plot 2B, Beck Lane:

It was agreed that the plot holders would be consulted on this issue, as well as on the review of the Allotment Policy.

- Letting/splitting of plot 7A, Beck Lane, to be vacated:

It was agreed that Councillors Fenton and Goode to undertake an investigative visit to this plot.

- Request for local brownies to visit Beck Lane:

It was agreed that the Town Clerk to liaise with the plot holder who made this request to obtain further information, including on numbers, supervision, liability etc. due to concerns over the health and safety of the children on the Council's land.

- Letting of plot 2, Stanley Street, including consideration of any outstanding items needing removal:

It was agreed that Councillor Goode and the staff team to undertake a site visit at plot 2, Stanley Street, to determine whether it is in a reasonable condition to be re-let.

- Update on Allotment Policy review:

Councillor Gibbons confirmed that the Allotment Policy is currently being reviewed and plot holders will be consulted on any changes suggested.

2223/158 Bank reconciliation, statement, balances

- a) **Resolved** to agree the bank reconciliations January 2023.
- b) **Resolved** to agree the bank statements for January 2023.
- c) Noted the balances to date as follows: Unity Bank: £47,742.33, PSDF: £143,334.

2223/159 Grants

- a) **Resolved** to approve the grant application from the Friends of Myrtle Park for £1,703.99.

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- b) **Resolved** to approve in principle the grant application from Bradford and Bingley Cricket Club for £2,000-£3,000, however agreed to defer payment to the next financial year due to the lack of relevant funds in the grants' budget for this financial year.

2223/160 Green and Clean

Resolved to receive an update on Green and Clean from Councillor Goode as follows:

- a) Green and Clean Forum: 14 representatives from eight different local groups attended the recent Forum; the next one is due to be held on the provisional date of 29th April subject to the availability of Cardigan House. Agreed that the Admin Assistant to investigate the costs for the purchase of a projector for use at future Forums.
- b) Litter picks: Five residents helped collect 10 bags of litter at the most recent litter pick; many thanks to all who helped out on the day and the Green and Clean Champions who litter pick individually. Next litter pick to be held on Saturday 11th March.
- c) Repairs to brackets/new hanging baskets opposite the Loft, Bingley, and the need for repairs to bracket on the lamppost opposite train station: Confirmed that a quote for this work has been received, Town Clerk to include it on the next agenda for approval.
- d) Placing of solar panels on the Hub: Town Clerk confirmed that a meeting is being organized with a local company to investigate this issue further.

2223/161 CIL funding

Resolved the following:

- To receive an update from Councillor Goode on potential CIL projects:
 - The work on the Cottingley Green flowerbeds' refurbishment, as agreed at the last Full Council meeting, is taking place next week.
 - A quote has been received for the cost of installing a mains electricity supply to the bandstand in Myrtle Park: Councillor Goode to propose at the next Full Council meeting that this cost is taken from the remaining CIL funding and the Regeneration and Tourism budget cost centre.
- To note the Town Council's remaining CIL funding amounts:
 - 2018-2019: £2,948
 - 2019-2020: £2,731.
 - 2020-2021: £4,219.
 - 2021-2022: £1,833.

2223/162 Risk Management

Resolved to agree the following:

- New risk to the Council identified: Councillor Kirdale reported that the Community Gift Card project will now not be going ahead due to a neighbouring town council not backing it, however agreed that this is a minimal reputational risk to Bingley Town Council as an initial supporter of the scheme.

2223/163 Date of next meeting

Noted the date for the next Finance and General Purposes Committee meeting on Wednesday 8th March 2023 at 6.30pm at the Hub, Myrtle Place, Bingley.

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2223/164 Exclusion of the press and public

Resolved to exclude the press and public from items 2223/165 and 2223/166 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2223/165 The Hub

Resolved to receive the update on the issues associated with the Hub that the project managers of the building have confirmed that it is now outside the period of warranty, and to agree the following actions:

- a) Electrical work: Councillor Fenton to liaise with the Town Clerk regarding further quotes for the necessary electrical work.
- b) Entrance dome: Councillor Fenton to liaise with the Town Clerk regarding quotes for the necessary work on the entrance dome.
- c) Exterior wood staining: Councillor Fenton to liaise with the Town Clerk regarding further quotes for the exterior wood staining work.
- d) Fire detectors in accessible toilets: Town Clerk to arrange for investigations to be made into the cost of replacing the smoke detectors in the accessible toilets with heat sensors.
- e) Loo of the Year Award 2023: Town Clerk to arrange for the Town Council to apply for the Loo of the Year Award 2023.
- f) Sewerage and drainage problems: Town Clerk to arrange for further investigations to be made to determine why the sewerage pipe becomes blocked, and to keep a watching brief on the drainage problems.

2223/166 Changing Places toilet maintenance

Resolved to agree the quote for the Changing Places toilet maintenance from Astor Bannerman.

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