

# 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 11<sup>th</sup> October 2023 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF**

**Councillors present:** Gentleman, Goode, Heseltine, Truelove, Winnard (Chair)  
**Member Councillors absent:** Fenton, Gibbons, Williams  
**In attendance:** Eve Haskins (Town Clerk)  
**Members of the public:** Two

**Start time: 6.30pm**

**End time: 7.22pm**

**Apologies to residents:  
due to technical reasons, this meeting was not recorded  
and therefore it has not been possible to place it on YouTube.**

**2324/76 Apologies for absence**

Apologies received, and the reasons for absence approved, from Councillor Fenton, Gibbons and Williams.

**2324/77 Disclosures of interest**

Councillor Truelove declared an interest in agenda item 2324/81b as a close associate of Eldwick and Gilstead Gala Association: he did not vote on this item.  
No written requests for dispensation had been received.

**2324/78 Minutes**

**Resolved** to confirm the minutes of the Finance and General Purposes (F&GP) Committee meeting held on 13<sup>th</sup> September 2023 as a correct record.

**2324/79 Confidential items to be discussed under item 2324/91**

No further items to be discussed in confidence after item 2324/91, following exclusion of the press and public, due to their sensitive nature.

**2324/80 Public Participation**

None.

**2324/81 Grants**

**Resolved** to agree the following regarding grants:

- a) Representation was provided by Bingley Remembrance Group, who were requesting a grant to support the Bingley Remembrance Day event on 12<sup>th</sup> November 2023.

**Resolved** to approve a grant of £500 to Bingley Remembrance Group.

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

# BINGLEY TOWN COUNCIL



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b) Representation was provided by Eldwick and Gilstead Gala Association, who were requesting a grant to replace some assets to become a more self-sufficient group, e.g. to replace the PA system that they share with church and Village Society; to purchase upgraded steel pins for their gala day, which are also used by school etc. also for community events; to purchase a power cable for outdoor events to keep up to electrical standards etc.; to replace the old shelving in the Memorial Hall in which to store gazebos purchased last year; and to replace the bunting placed on telephone poles etc.

**Resolved** to approve a grant of £1530 to Eldwick and Gilstead Gala Association.

## 2324/82 Allotments

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

- Plot numbering at the Beck Lane site: Town Clerk updated that reasonably priced metal number/letter signs have been identified (e.g. door numbers, 47p each, therefore £50 to £100 altogether), and awaiting a response from Bingley Men's Shed on whether they could provide the stakes to place these upon. It was suggested that renumbering of the plots could take place prior to the stakes being installed: Town Clerk and Admin Assistant to liaise with Councillors Fenton and Heseltine regarding this.
- Gardener/handyman at the Beck Lane site: Town Clerk and Admin Assistant to meet with Councillors Fenton and Heseltine at Beck Lane site next week to agree a spec for potential gardeners prior to obtaining quotes.
- Rent payments/vacant allotments: Town Clerk confirmed that no rents are still due to be paid, and that plots 10 and 22 are vacant, agreed that Councillors Fenton and Heseltine to assess both plots for potential splitting at the site meeting next week.
- Skip for Beck Lane: Councillor Heseltine reported that a skip on roadside next to plot 1B1 would require a permit; to assess this again at the site meeting next week, with a view to liaising with neighbours beforehand and having the skip there just for one day.
- Asbestos: Admin Assistant is continuing to investigate a company to undertake an asbestos survey on both sites.
- Progress with plot 23, Beck Lane: Councillor Heseltine reported that the suggestion to potentially move the community plot to plot 23 may not be viable if the cost proves prohibitive; needs the services of the handyman/gardener, once employed.
- Leaning wall at plot 27A, Beck Lane: Councillors Fenton and Heseltine to assess this at the site meeting next week; it was suggested that Bradford Council may be responsible for any repairs necessary.

## 2324/83 Bank reconciliation, statement, balances

- a) **Resolved** to approve the bank reconciliations for September 2023.
- b) **Resolved** to approve the bank statements for September 2023.
- c) **Noted** the balances to date as follows: Unity Bank: £40,062.49; PSDF: £243,334.
- d) **Noted** the budget monitor for Quarter 2 2023-24.

## 2324/84 Website

The Town Clerk confirmed that investigations into a more accessible and user-friendly website are ongoing, with input from staffing team and Councillors Forrest, Gibbons and Williams, with a view to bringing a proposal back to the F&GP Committee for consideration.

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

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## **2324/85 Bandstand concerts**

**Resolve** to approve the Risk and Resource Assessment form to support the bandstand concerts for 2024 and to approve the support for the bandstand concerts.

## **2324/86 Green and Clean**

**Resolved** to receive an update on Green and Clean as follows:

- a) Litter picks: Councillor Goode reported that litter pick last week went very well, nine volunteers attended and 17 bags of rubbish were collected; next litter pick to be held at 8am on 12<sup>th</sup> November 2023, prior to the Remembrance Day parade – to meet in front of the Arts Centre.
- b) Green and Clean Forums: Councillor Goode confirmed that he and the Admin Assistant are investigating possible speakers for the next Forum, will probably be looking at next year. It was also reported that the floral displays are looking particularly good this year.

## **2324/87 Grit bins**

**Resolved** the following regarding the gritting needs this winter: to agree to delegate the refill of any bins to the Town Clerk; Town Clerk to organise for all councillors to be contacted to request they check the grit bins in their wards and for it to be publicised to residents whether any new bins are required.

## **2324/88 CIL funding**

**Resolved** the following:

- To receive an update from Councillor Goode on in-progress CIL projects: the specification for the work on refurbishing the bandstand in Myrtle Park has now been received, as well as an updated quote but still no development with the Service Level Agreement, which Councillor Gibbons and Bradford Council's Ward Officer are pursuing; the grant application for the refurbishment of the bandstand was unsuccessful.
- Noted the Town Council's remaining CIL funding amounts (all except the 2022-2023 and 2023-2024 amounts allocated to the bandstand project):
  - 2018-2019: £2,948.
  - 2019-2020: £2,731.
  - 2020-2021: £4,219.
  - 2021-2022: £1,833.
  - 2022-2023: £2,638.51.
  - 2023-2024: £953.29.

## **2324/89 Risk Management**

No new risks to the Council identified; agreed to include a detailed review of the risk register at the next meeting.

## **2324/90 Date of next meeting**

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

## **2324/91 Exclusion of the press and public**

**Resolved** to exclude the press and public from agenda item 2324/92 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

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

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## **2324/92      The Hub**

**Resolved** to receive the following updates on the issues associated with the Hub and to agree the following actions:

- a) Electrical work: the quote for work following the electrical survey has been accepted however the electrician advised that the electricity connection upgrade needs to be undertaken first - an initial quote was received from Northern Powergrid, who undertook a site visit this morning and advised that they will requote for the new electricity box being placed in the Changing Places toilet storage room, which should be cheaper than the original quote received – they also explained that an electrician will be required to connect the electrics back to the box once the Phase 3 has been installed: agreed that the new quote from Northern Powergrid to be accepted if it is the same as or lower than the one already provided, Town Clerk to organise for a site meeting with their representative and the electrician to discuss the work and to obtain a quote for the electrician’s work involved; to also contact YLCA to determine whether the Town Council’s CIL funding could be used to cover the cost of the electricity upgrade.
- b) Exterior wood staining: Councillor Fenton is continuing to liaise with the roofing specialist for a quote to be sent to the Town Clerk following the assessment of the roof, already confirmed that dome work needs to be completed before this can be undertaken; agreed that wood staining not required, to remove from the agenda.
- c) Drainage problems: the Town Clerk is continuing to liaise with Bradford Council regarding this issue.
- d) Hub printer: agreed to extend the current contract with Document Solutions printer at a reduced rate.

## **2324/92      Annual Parking Permit**

**Resolved** to approve the cost of the annual parking permit.

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