

BINGLEY TOWN COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT THE COTTINGLEY CORNERSTONE CENTRE, LITTLELANDS, COTTINGLEY ON WEDNESDAY 12TH OCTOBER 2016 AT 6:30PM

Councillors present.	Councillor Beckwith, Brown, Dawson, Dearden, Goode, O'Neill and Simpson
Councillors in attendance not a member of this committee.	None
In attendance.	Ruth Batterley Clerk
Members of the public.	Four, part of the meeting

Start: 6:30pm

Finish: 9:00pm

1617/58 Apologies for absence

Resolved to approve the apologies of absence for Councillors Varley (work) and Winnard (work). Proposed Councillor Brown, seconded Councillor Simpson and agreed. All were in favour.

1617/59 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 grant any requests for dispensation as appropriate.**
- Councillor Dearden declared an interest in item 1617/63 c). He is a resident of Micklethwaite.
 - Councillor O'Neill declared an interest in item 1617/63 a). He is a resident of Eldwick.

1617/60 To confirm as a correct record the minutes of the meeting held on Wednesday 14th September 2016

Councillor Goode noted that item 1617/45 a) the repair of the wall at Stanley Street should not be included.

Subject to the above amendment:

Resolved to confirm as a correct record the minutes of the meeting held on 14th September 2016. Proposed Councillor Simpson, seconded Councillor Brown, seconded Councillor Goode and agreed. All were in favour bar one abstention from the vote.

Councillor Beckwith arrived at 6:35pm.

1617/61 To receive information on the following ongoing issues and decide further action where necessary

- a) Website. Councillor Brown advised that he had and Councillor Simpson had met with Digital Nomads and a new website brief had been sent to the company and circulated to councillors for their information. Councillor Brown showed the committee some logo designs prepared by Digital Nomads and Fullstop Studio. The Fullstop Studio designs containing the arrow and segments were the preferred options. More logo designs are to be requested from Digital Nomads.
- b) Councillor Goode updated the committee on the allotments. A couple of plots are to receive letters about management issues that need to be rectified. A laminated note advising of the transfer and giving the Town Council contact details have gone up on the sites. An e-mail from Kevin Whittaker about the culvert from Beck Lane had been received advising that the pipe to repair the culvert has

now been ordered. There is no news on the transfer of Warren Lane. The clerk advised that she is awaiting a reply from Bradford Council about the completion of the legal transfer. The clerk further advised that she has received an enquiry about standing orders and direct debits for payment of rents. The decision was made that rents are to be collected by cheque this financial year.

1617/62 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 Chairman.

The issue of tree protection orders on trees at the housing development at Stanley Street was raised by a resident. Councillor Dawson will get in touch with Councillor M Wheatley about this issue.

1617/63 Consideration of grant applications

- a) Eldwick Juniors Football Club for aluminum folding goals**
- b) Bingley Green Dog Walkers for promotional materials and supplies for anti-dog fouling**
- c) Micklethwaite Village Society for a defibrillator**

a) Mr Wilson, Club Secretary attended the meeting on behalf of Eldwick Juniors Football Club. It was noted by some councillors that the group had a significant amount of money in the bank. Mr Wilson explained that this is because this is the start of the season and monies are yet to be paid out for pitches, kit, equipment and changing rooms. There is a further £2,000 set aside for the upgrading of the hut on the wreck.

Resolved to award the Eldwick Juniors Football Club £1,068 which is half the cost of the goals. Proposed Councillor Dearden, seconded Councillor Brown and agreed. All were in favour and one against.

b) Jenny Woodward attended on behalf of Bingley Green Dog Walkers.

Resolved to award the group £150 for materials for anti-dog fouling. It was noted that the expenditure for these items comes from sec 137. Proposed Councillor Brown, seconded Councillor Goode and agreed. All were in favour.

c) Mr Hey and Mr Knight from the group attended to on behalf of Micklethwaite Village Society to answer questions about the group's application for a grant. The group would like to install the manage solution provided by Heartbeat Trust and is looking for half of the costs of the scheme i.e. £1,000.

Resolved to award Micklethwaite Village Society £1,000 towards the cost of the managed solution defibrillator. Proposed Councillor Dawson, seconded Goode and agreed. All were in favour.

1617/64 Christmas

- a) To consider purchasing Christmas lights within the agreed budget of £4,000 as delegated to the committee**
- b) To consider arrangements for partnership working with the Bingley Chamber of Trade and Commerce within the agreed budget of £2,500, delegated to the committee**

a) Councillor Brown updated the council. He has been unable to obtain three quotations but indications at the moment mean that it may be better to provide more lights than the initial agreed budget of £4,000. The matter is to be taken back to full council, when three quotations should hopefully have been received.

b) The clerk noted that the advice from YLCA is make the payment to the Chamber of Trade by bespoke grant. Certain stipulations were identified:

- Receipt of Chamber of Trade's annual accounts
- Receipts and invoices for items purchased
- All financial information to be forwarded to the Town Council by the Chamber of Trade by the end

of February before any grant can be paid

- Clarification of who has arranged the Christmas fayre/ market and the relationship between the two
- Clarification that the Town Council's support does not extend to the Christmas market

The clerk and Councillor Simpson are to draft an e-mail to the Chamber of Trade regarding the above.

Resolved subject to the above stipulations the Town Council will award a grant to cover any potential loss to the Chamber of Trade of up to £2,500. Any monies are to be paid after the event and are conditional on the above information being provided. Proposed Councillor Dawson, seconded Councillor Dearden and agreed. All were in favour.

1617/65 Budget

To consider items forwarded by councillors for inclusion in next year's budget

The following items had been suggested:

- Bingley Tourist map – two maps £12,000
- Green Space management- £8,000
- Floral displays and planting- £15,000
- Storage- £800
- Traffic measures- £30,000
- New office- £15,000
- Regeneration projects- £10,000
- Neighbourhood Plan- £10,000
- Christmas £10,000

Resolved to include the above items in the draft 2017-2018 budget to be presented to full council. Proposed Councillor Dearden, seconded Councillor Simpson and agreed. All were in favour.

1617/66 Bank reconciliations

- To receive the bank reconciliation for August 2016**
- To note the requirement for a councillor to check bank reconciliations on a regular basis**

- The bank reconciliation for August was noted.
- Resolved** to appoint Councillors Beckwith and Simpson as councillors responsible for checking bank reconciliations. Proposed Councillor Dearden, seconded Councillor Brown and agreed. All were in favour.

1617/67 Governance and Accountability

- To receive Governance and Accountability 2016**

Governance and Accountability was noted.

1617/68 Finance package

- To consider investigating a finance package for Bingley Town Council**

Resolved that the clerk investigate a finance package for Bingley Town Council. Proposed Councillor Dearden, seconded Councillor Goode and agreed. All were in favour.

1617/69 Working Groups

To receive the following notes from Working Groups:

- Green and Clean**
- Communications**
- Emergency Support**

The notes from the Green and Clean and Communications Working groups were noted.

1617/70 Payments

- To note the following payments:**

• NALC	Reference book	£54.99
• BMDC	Canal festival stall	£20.00
• SBVS	August room hire	£20.00
• SBVS	Aug, Sept office hire	£500
• Ros Dawson	OS map	£18.99
• All Saint's	Hall hire	£66.00
• Digital Nomads	Deposit website design	£1,081.20
• Bradford CPA	Salaries	£6,971.35
• Edwina Simpson	Litter picking items	£223.50
• Nevis Computers Ltd	Filesure	£12.00
• Ruth Batterley	Stationery	£38.96

The payments were noted.

1617/71 Next Meeting of the Finance and General Purposes Committee

To note the date for the next meeting of the committee as being **Wednesday 9th November 2016 at Cottingley Cornerstone**