

BINGLEY TOWN COUNCIL



Cottingley Community Centre, Littlelands, Cottingley, Bingley, BD16 1AL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT THE COTTINGLEY CORNERSTONE CENTRE, LITTLELANDS, COTTINGLEY ON WEDNESDAY 10TH OCTOBER 2018 AT 6:30PM

Councillors present.	Councillor Beckwith, Dawson, Dearden, Goode, Hardman, Simpson and Winnard
Councillors in attendance not a member of this committee.	Councillor O'Neill
In attendance.	Ruth Batterley, Town Clerk
Members of the public.	Eleven for part of meeting

Start: 6:30pm
Finish: 9:10pm

1819/60 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.

a) Councillor Goode declared non-pecuniary interests in items 1819/64 c and d. He is the treasurer to Cottingley Community Association and a trustee of Cottingley Town Hall and Community Association. He will speak and not vote on either of these agenda items.

Councillor Goode also declared non-pecuniary interests in items 1819/64 e and 1819/64 f. He is a member of both Gilstead Village Society and Friends of Prince of Wales Park.

Councillor Winnard declared his non-pecuniary interest in 1819/64 f. He is a member of the Gilstead Village society. He will not vote on this item.

Councillor Simpson declared her interest in items 1819/64 e and f. She is a member of both the Gilstead Village society and friends of Prince of Wales Park. She will speak but not vote on these agenda items.

b) No written requests for dispensation had been received.

1819/61 Apologies for absence

- a) To note apologies for absence
- b) To receive and consider apologies for absence
- c) To approve reasons for absence

Resolved to approve the reasons for absence for Councillor Clough.

Resolved to approve the reasons for absence for Councillor Brazendale.

1819/62 To confirm as a correct record the minutes of the meeting held on Wednesday 12th September 2018

It was noted that item 1819/53 d should read Beckfoot Lane, not Beckfield Lane.

Subject to the above, **resolved** to confirm as a correct record the minutes of the meeting held on 12th September 2018.

1819/63 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.

No member of the public wished to speak.

1819/64 Grant applications

1. Consideration of grant applications:

a) Bingley Little Theatre- contribution towards marketing

Resolved to approve the award of a grant to Bingley Little Theatre for £300 towards marketing costs for establishing a cinema.

b) Bingley Walkers are Welcome -contribution to hire of room for conference

Resolved to award Bingley Walkers are Welcome £250 for a contribution to room hire for their conference.

c) Cottingley Community Association -contribution to Christmas lights

Resolved to award Cottingley Community Association £1,782 for Christmas lighting. Councillor Goode did not vote on this item. This is subject to permission being given for the installation of lights by BMDC.

d) Cottingley Community Town Hall Church and Community Association -contribution towards the organ

Councillor Beckwith declared an interest in this item and that he would speak but not vote. Councillor Dawson arrived at 6:50pm.

Resolved to award Cottingley Community Town Hall and Church £2,000 toward the organ. This is on the basis that the organ is a heritage asset. Councillors Beckwith and Goode did not vote on this item.

e) Cottingley Community Centre - cost of two new projectors

Resolved to award Cottingley Community Centre £450 for two new projectors.

f) Friends of Prince of Wales Park -contribution towards access improvements

Resolved to award Friends of Prince of Wales Park £1,536 toward access path improvements, subject to written confirmation from BMDC that it cannot fund the improvements and that it consents to the design of the improvements. Councillor Simpson did not vote on this item.

g) Gilstead Village Society- contribution towards laser lettering and painting of war memorial

Resolved to award £500 toward lasering and lettering of the war memorial. Councillors Winnard and Simpson did not vote. Councillor Dawson declared her interest as she is a member and she did not vote on this item.

h) Trinity All Saints School- contribution for chairs for community kitchen

Resolved to award Trinity All Saints School PTA £2,000 towards the cost of chairs for a community kitchen.

2. To note grant reports:

a) Gilstead Village Society- contribution for community defibrillator

b) Cottingley Community Association- grant for Christmas lights

c) Bingley Belles- start up for Women's cycling

The Clerk noted that the grant reports have been received and are available for inspection in the office

3. Bingley Operatic Society- contribution towards a feasibility study

It was noted that Bingley Operatic Society had spent £670 of its grant awarded last October. Grants are to be spent within 12 months of receipt. A formal request is to be made for timescales for completion of the grant expenditure.

1819/65 Budget 2019-2020

To receive and consider suggestions for next year's budget

Various items were discussed:

Resolved that:

- £20k be included for Green and Clean items
- £18k for possible recruitment of Environmental Warden
- £30k for Events, Market and Project Manager
- £20k for regeneration projects for central Bingley
- £25k for community grants
- £10k for communications
- £2.5k for a Vehicle Activation sign
- £2k for additional grit bins

1819/66 Gritting and grit bins

- a) To make comment on the gritting routes for Bingley Parish and identify any additional routes
 - b) To review the condition list for bins in the parish
 - c) To consider next steps
 - d) To consider suspending financial regulation 11.1 (h)
 - e) To review the list of possible sites for potential grit bins and consider the purchase of new bins
 - f) To consider a flier to be put through resident doors, informing them of a new grit bin on their locality
 - g) To consider the purchase of Bingley Town Council stickers for the grit bins considered above
 - h) To consider next steps
- a) The new routes are to be requested be put on the BMDC map.
- b) Bins in poor condition are to be reported to BMDC
- c) **Resolved** that Bingley Town Council bins are to be risk assessed and permissions for the siting of the bins obtained from BMDC
- d) The risk assessment for the suspension of the financial regulation requiring that three quotations be striven for, had been circulated to members of the committee prior to the meeting. **Resolved** that financial regulation 11.1 (h) be suspended to enable continuity of provision of bins from BMDC. BMDC provides the full service, provision of bins, filled, installation of bins and replenishing of bins. Many other contractors do not provide the full service.
- e) **Resolved** that 14 bins be provided as on the priority list for bins, subject to the permissions and risk assessments being completed or obtained as necessary. The bins are £100 each, filled.
- f) This item was withdrawn
- g) **Resolved** that up to £100 be delegated to the clerk for purchasing stickers for the bins.

1819/67 Fly posting

- a) To receive information from Bradford Council about fly posting and erection of banners
The information was received.
- b) To consider next steps

Resolved that all Town Council banners should have permission obtained prior to installation.

1819/68 Emergency Planning sub committee

- a) To consider the draft terms of reference for this sub committee
- b) To consider next steps

- a) **Resolved** The clerk had prepared draft terms of reference. These are to be reviewed by Councillor Dawson in time for the next meeting of the committee.
- b) **Resolved** The location of the keys to the emergency box is to be established.

1819/69 Standing Orders

- a) **To consider the amendments to Standing Orders**
- b) **To make any recommendation to full council as necessary**

Councillor Winnard had made the small amendments to the Town Council Standing Orders considering NALC recommendations. Councillor Winnard was thanked for his work.

Resolved that the amended Standing Orders be recommended to full council for their approval.

1819/70 Finance

- a) **To receive the signed bank statement and reconciliation for September** *(To follow)*
- b) **To receive budget monitoring for April- September 2018** *(Attached)*
- c) **To consider recommending to full council that Rialtus complete the shutdown of year end for Bingley Town Council for the cost of £540 per day plus 0.45 mileage**
- a) **The signed bank reconciliations and bank statements were received.**
- b) Budget monitoring was received. Questions were asked about the percentage variance column.
- c) **Resolved that** the £540 plus VAT and 0.45 per mile be recommended to full council for Rialtus to complete year end and the shutdown of the accounts for 2018-2019.

1819/71 Next Meeting of the Finance and General Purposes Committee

To note the date for the next Finance and General Purposes Committee meeting as being Wednesday 14th November 2018 at 6:30pm at Cottingley Community Centre