

# BINGLEY TOWN COUNCIL



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

## MINUTES OF THE EXTRAORDINARY MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT THE COTTINGLEY COMMUNITY CENTRE, LITTLELANDS, COTTINGLEY ON THURSDAY 8TH NOVEMBER 2018 AT 2:00PM

<b>Councillors present.</b>	Councillors Brazendale, Clough, Dawson, (part of meeting) Dearden, Goode, Hardman, Simpson and Winnard
<b>Councillors in attendance not a member of this committee.</b>	None
<b>In attendance.</b>	Ruth Batterley, Town Clerk Laura Jowett, Administrative Officer (part of meeting) Richard Holmes, Vice President Bingley Chamber of Trade (part of meeting)
<b>Members of the public.</b>	None

**Start: 2:00pm**  
**Finish: 3:40pm**

### 1819/72 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 Dawson declared her interest in both items on the agenda. Her husband's company is a member of the Bingley Chamber of Trade and she knows many contacts in the architectural community. She will not speak or vote on either item and will leave the meeting after the opening of the tender submissions.

b) No written requests for dispensation had been received.

### 1819/73 Apologies for absence

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

Councillor Beckwith was not present.

### 1819/74 To confirm as a correct record the minutes of the meeting held on Wednesday 10<sup>th</sup> October 2018

The following typos were noted:

1. 1819/48 should read 1819/63
2. 1819/64. The amount awarded to Trinity All Saints School should read £2,000.

Subject to the above, **resolved** to confirm as a correct record the minutes of the meeting held on 10<sup>th</sup> October 2018.

### **1819/75 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.

### **1819/76 Grant applications**

#### **1. Consideration of grant applications from Bingley Chamber of Trade**

**Resolved** that the Bingley Chamber of trade be awarded £2,000 for the items listed in its grant application. The clerk noted that receipts will need to be provided and the monies spent on the items applied for in the grant application. It was further **resolved** that this money should come from the grant budget and a recommendation be made to full council that £2k be vired from the Christmas budget into the grant budget to cover this cost.

Mr. Holmes left at 2:18pm.

### **1819/77 Exclusion of press and public**

**To resolve that members of the press and public be excluded from item 1819/78 under the provisions of the Public Bodies (Admissions to Meetings Act 1960 s1 (2)), during consideration of items of a confidential nature**

**(Opening of tender submissions, selection of potential project managers to interview and interview Process)**

**Resolved** to exclude the press and public.

### **1819/78 Tender items:**

- a) To open the submitted tenders**
- b) To assess tenders submitted**
- c) To consider and agree next steps**

- a) The clerk and the Chair opened the three tenders submitted. Councillor Dawson left at 2:20pm
- b) Tenders were assessed by each councillor against the scoring template provided for this purpose.
- c) The clerk informed the committee that YLCA had advised that Mr. Holmes as a non councillor sub committee member could set the interview questions and provide a short report based on answers received as to which company to appoint. Mr Holmes should not be involved in the interview process or any decision making about which project manager to appoint. Councillors Dearden, Simpson and the clerk are to carry out the interviews. **Resolved** to adopt the approach contained in item 1819/78 c)

### **1819/79 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 12<sup>th</sup> December 2018 at 6:30pm at Cottingley Community Centre