

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 12TH DECEMBER 2018 AT 6:30PM

Councillors present.	Councillor Beckwith, Brazendale, Clough, Dawson, Goode, Hardman, Simpson and Winnard
Councillors in attendance not a member of this committee.	
In attendance.	Ruth Batterley, Town Clerk
Members of the public.	Two (up to and including item 1819/96)

Start: 6:30pm
Finish: 8:20pm

1819/92 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) There were no disclosures of interest.
- b) No written requests for dispensation had been received.

1819/93 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 Dearden.

1819/94 To confirm as a correct record the minutes of the meeting held on Wednesday 14th November 2018

Resolved to confirm as a correct record the minutes of the meeting held on 14th November 2018.

1819/95 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 members of the public wished to speak.

1819/96 Allotments

- a) To receive the quarterly allotment report
- b) To consider next steps

The allotment report containing maintenance priorities had been circulated. The report was noted.

Resolved Quotes for all items on the priority maintenance list are to be brought to a future committee meeting.

Resolved that the clerk will seek an update on the transfer of Warren Lane from Bradford Council to Bingley Town Council.

Both members of the public left the meeting.

1819/97 Consideration of revised draft budget 2019-2020

- a) **To consider the revised draft budget for Bingley Town Council for 2019-2020.**
- b) **To consider the revised financial appraisal for the office/toilet project**
- b) **To consider next steps and any recommendation to be made to the full council**

- a) The revised budget had been circulated prior to the meeting.

The full council reviewed the draft at its November meeting. Since then costings have been obtained for the painting of street furniture.

- b) The revised financial appraisal for the office was noted. The clerk advised all costs included have been kept the same as last year's financial appraisal for the office/toilet project. It was noted that the loan fees are based on the costs quoted by Rance Booth Smith last year as the building project has yet to be costed.

Resolved to recommend to full council:

- £10k projected expenditure for the current financial year for the street painting to be removed from the revised budget
- Events to be £10k not £15k
- Room hire be reduced to £1,500
- Grants to be £20k not £25k
- There was discussion about the level of contingency. It was noted that the council in the next financial year will be undertaking an increased range of tasks and potentially recruiting new staff. Operating costs in the next financial year will be higher, therefore contingency is to be increased by £5k from the reduction in the grant budget.

1819/98 Green & Clean sub committee recommendations

1.

- a) **To receive advice from YLCA about the Town Council proposed sponsorship of litter bins**
- b) **To consider sponsorship of CBMDC litter bins**
- c) **To consider next steps**

2.

- a) **To consider allocating £100 to fund a bag making scheme**

1. Litter bins

Comprehensive advice about the scheme is yet to be received from YLCA. There are some issues that need resolving with BMDC about insurance also. This item will be brought to the next Finance and General Purposes committee meeting.

2. Bag making

This item was withdrawn.

1819/99 Emergency Planning sub committee

- a) **To receive an update**
- b) **To consider the terms of reference for this sub committee**
- c) **To consider any next steps**

- a) Chris Slaven will be coming to the December full council meeting.
- b) The revised terms of reference had been circulated. Amendments were made to the terms of reference. Resolved to approve the terms of reference as amended.

1819/100 Planting hardware stickers

- a) **To consider purchasing further hardware stickers for the cost of £160**

Resolved to purchase stickers and planting sticks for the quoted price of £160 from Fullstop Studio.

1819/101 Sub committee minutes

- a) **Events Marketing and Communications November draft minutes**
- b) **Green and Clean November Draft minutes**

The minutes were noted.

1819/102 Bank Reconciliations

- a) **To receive the bank reconciliation and statement for November**

The signed bank reconciliations for the Unity current account, savings account and signed November bank statements had been circulated with the meeting papers, along with the Public Sector Deposit note and November statement. Questions were raised about Cottingley Community Centre not having banked cheques. The clerk advised she had raised this with Cottingley staff earlier in the week.

1819/103 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 9th January 2018 at 6:30pm at Cottingley Community Centre

The clerk advised that due to holiday and Christmas, the agenda for the next Finance and General Purposes meeting will need to be set before the New Year.