

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 12th April 2023 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF**

Councillors present: Beckwith, Gibbons, Goode, Truelove
Member Councillors absent: Carney, Fenton, Kirdale, Miah
Non-member Councillors present: None
In attendance: Eve Haskins (Town Clerk)
Members of the public: None

Start time: 6.34pm

End time: 7.11pm

2223/183 Apologies for absence

Apologies received and reasons for absence noted from Councillors Fenton and Kirdale.

2223/184 Disclosures of interest

None received.

No written requests for dispensation had been received.

2223/185 Minutes

Resolved to confirm the minutes of the Finance and General Purposes (F&GP) Committee meeting held on 8th March 2023 as a correct record.

2223/186 Confidential items to be discussed under item 2223/198

No further items to be discussed in confidence after item 2223/198, following exclusion of the press and public, due to their sensitive nature.

2223/187 Public Participation

None.

2223/188 Allotments

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

- Allotment survey: agreed to publish this on the website.
- Plot 2, Stanley Street: Councillor Goode reported that this is being split into Plots 2 and 3, and a potential tenant who is at the top of the waiting list chose Plot 3 to let, subject to reading the paperwork; still awaiting a response from another potential tenant for Plot 2.
- Plot 7A, Beck Lane: Councillor Goode reported that there is a natural dividing line for this to be split, will continue to work on this.
- Plot 23, Beck Lane: Councillor Goode reported that the tree work adjacent to this plot will be completed this week; to keep this plot on the agenda for further discussion.

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- Plot 27, Beck Lane: Councillor Gibbons reported that the work on this plot should be completed within the next couple of weeks; agreed to hold an on-site meeting to discuss the splitting of this plot once the work is complete.
- Request for local brownies to visit Beck Lane allotments: agreed that a comprehensive risk assessment had been received, however concerns were expressed regarding the traffic dropping the children at the site: agreed that the Town Clerk to contact the brownie representative to clarify the traffic situation.

2223/189 Bank reconciliation, statement, balances

- a) **Resolved** to agree the bank reconciliations March 2023.
- b) **Resolved** to agree the bank statements for March 2023.
- c) **Noted** the following update from the Town Clerk on the Annual Governance and Accountability Return (AGAR) for 2022-23: the year end closedown meeting has taken place and all accounts balance therefore the accounting statements section of the AGAR has been completed, awaiting the completion of the internal auditor's section following an internal audit meeting next week.
- d) **Noted** the balances to date as follows: Unity Bank: £241,928.02; PSDF: £143,334.

2223/190 Grants

Resolved to approve a grant of £2000 to Bradford and Bingley Cricket Club, as previously agreed in principle, and to defer the decision on the grant application from Yorkshire Wellbeing Skills Group until the next meeting: the Town Clerk to invite them to the meeting to provide further information.

2223/191 Green and Clean

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

- a) Litter picks:
 - The most recent litter pick was held last Saturday at Leonard Street, nine volunteers attended and 12 bags of rubbish were collected; another six bags were subsequently collected in the wooded area opposite Dowley Gap, by a couple who were unable to make the same day.
 - Next litter pick is due to take place on Saturday 22nd April in Crossflatts, meeting at the top of Queens Road at 10am.
- a) Green and Clean Forums: Councillor Goode confirmed that the next Forum was planned for 29th April, however the proposed speaker is now not available, therefore this has been cancelled and will now be held on Saturday 27th May.

2223/192 CIL funding

Resolved the following:

- To receive an update from Councillor Goode on in-progress CIL projects:
 - The project to install a mains electricity supply to the bandstand in Myrtle Park: no progress, awaiting response from Bradford Council; the Assistant Ward Officer has been in contact to determine the progress with this and will chase this up with Bradford Council also.
- Noted the Town Council's remaining CIL funding amounts, all allocated to the bandstand project:

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- 2018-2019: £2,948.
- 2019-2020: £2,731.
- 2020-2021: £4,219.
- 2021-2022: £1,833.

2223/193 Policies/procedures

Resolved to approve the following:

- a) Financial Regulations.
- b) Internal Controls Policy and checklist.

2223/194 Asset Register

Resolved to approve the updated Asset Register and to agree to review more regularly.

2223/195 Annual Report for 2022-23

Resolved to agree the following regarding the Annual Report for 2022-23: Town Clerk to set up a Team for this, for councillors to place their contributions.

2223/196 Risk Management

No new risks to the Council identified.

2223/197 Date of next meeting

Noted the date for the next Finance and General Purposes Committee meeting on Wednesday 3rd May 2023 at 6.30pm at the Hub, Myrtle Place, Bingley.

2223/198 Exclusion of the press and public

Resolved to exclude the press and public from items 2223/199 and 2223/200 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2223/199 The Hub

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

- a) Electrical work: awaiting quotes.
- b) Entrance dome: Town Clerk to obtain further advice and quotes for this work.
- c) Exterior wood staining: to revisit this issue in the summer.
- d) Fire detectors in accessible toilets: quote agreed from Aalto Fire to undertake this work.
- e) Sewerage and drainage problems: still awaiting the meeting with the contractors of the Changing Places facility and Bradford Council's Assistant Ward Officer to discuss this further.
- f) Solar panels on the Hub: awaiting meeting regarding the feasibility study on the building; agreed that the Town Clerk to pursue other companies.

2223/200 Purchase of projector

Resolved to agree to purchase a projector at a cost of £79.99 as per quote 1.

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