

BINGLEY TOWN COUNCIL

Bingley Town Council, Myrtle Place, Bingley, BD16 2LF



Bingley Town Council Full Council meeting

Date: Thursday 21st July 2022

The public and press are invited to attend the Full Council meeting of Bingley Town Council which will be held on Tuesday 26th July 2022 at 6.30pm at Bingley Baptist Church, Clyde Street, Bingley, BD16 4LJ.

Yours sincerely,

A handwritten signature in black ink that reads 'E. Haskins'.

Eve Haskins, Town Clerk
Bingley Town Council, Myrtle Place, Bingley, BD16 2LF
townclerk@bingleytowncouncil.gov.uk
07529 222679

This meeting is open to the press and public by virtue of the Public Bodies (Administration of Meetings) Act 1960, s1

AGENDA

2223/60 Chair's remarks

To receive remarks from the Chair.

2223/61 Apologies for absence

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

2223/62 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.

2223/63 Minutes of previous meeting

To approve the minutes of the previous meeting held on 28th June 2022 (attached).

2223/64 Confidential items to be discussed in confidence after item 2223/84

To consider if any further items on the agenda need to be discussed in confidence after item 2223/84, following exclusion of the press and public, due to their sensitive nature.

2223/65 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 Chair.

2223/66 Ongoing items

To receive information/updates on the following ongoing issues and to agree further actions where necessary:

- a) Bingley Pool.
- b) Changing Places toilet facility.
- c) Climate Emergency: to consider writing to Yorkshire Water to determine their plans for peat restoration on the area of Ilkley Moor in the Bingley area.

2223/67 Finance

Schedule of payments and bank reconciliation: to receive the schedule of payments for July (to follow prior to the meeting) and to agree the bank reconciliations for June 2022 (attached).

2223/68 Policies

To approve the following policies (all attached):

- a) Complaints Procedure.
- b) Equality Policy.
- c) Health and Safety Policy.

2223/69 Events, Marketing and Communications (EMAC) Committee

To receive an update and recommendations from the EMAC Committee meeting (draft minutes to follow) and to agree further actions, including on the following:

- a) Approval of design and cost of poster for the next Farmers' Market (design attached).
- b) Approval of Terms of Reference (attached).
- c) Approval of further lay members.
- d) Markets update.

2223/70 Finance and General Purposes (F&GP) Committee (Councillor Gibbons)

To receive an update and recommendations from the F&GP Committee (draft minutes to follow) and to agree further actions, including on the following:

- a) To approve the initiation of discussion with neighbouring town councils regarding the Community Gift Card scheme (further information attached).
- b) To ratify the review of several policies: Asset Policy, Councillor Expenses Policy, Financial Risk Assessment Policy, Investment Strategy and Vexatious Complainants Policy (all attached).
- c) To agree further named emergency call out councillors for the alarm system (current names are Councillor Winnard, the Town Clerk and Deputy Clerk).
- d) To ratify the decisions on the allotments issues (to be discussed under item 2223/71).

2223/71 Allotments (Councillors Goode and Fenton)

To consider any allotments issues, including to approve the recommendations from the F&GP Committee meeting on the following:

- Plot 27: derelict building to be removed for health and safety reasons prior to the new tenants taking over the plot, plus the plot is to be strimmed (Council to organise).
- Plot 23: should be left as it is as a wildlife area but strimmed at the top to identify between lower part and regular allotments; Allotments Officer to inform the contractor commissioned to undertaking levelling work that their services are not required at this present time.
- Trees: Allotments Officer to provide more information to the F&GP Committee on the location and reasons for the 13 trees that need to be removed (including to produce a plan of where proposed tree work is) and three quotes; and to obtain one additional quote for beck-side work where one tree to be removed and ivy cut back; further decisions needed on the heights of fruit trees.
- Rubble/hardcore to be used to make the path even and improve access to bottom fence.

- Weeds/fence encroaching on other plot holders: plot holders to be responsible for cutting back the weeds to a foot on their plots.
- Mitigating circumstances approved for one plot holder: to allow three months for plot to be 20% cultivated.

2223/72 Neighbourhood Plan Working Group (Councillor Williams)

To receive an update and recommendations from the Neighbourhood Plan Working Group, including on the following (further information attached, draft minutes to follow):

- To agree to engage with Aecom (and Locality as necessary) to progress the update of the Masterplan and Design Codes, and to delegate this to the Town Clerk to progress.
- To agree to engage with Aldred Design to commence work on conversion to a web based version of the NDP and production of a Policies Map, and to delegate this to the Town Clerk to progress.
- To agree to identify the owners of the Green Spaces and Heritage Buildings and Structures, incurring the cost of the Land Register search as appropriate, and to delegate this to the Town Clerk to progress.
- To explore solutions to assist in the running of the consultation itself, and to delegate this to the Town Clerk.

2223/73 Planning Committee (Councillor Clough)

To receive any updates from the Planning Committee (draft minutes attached).

2223/74 Community events

To consider the following local events, including to receive updates and to agree any actions:

- Yorkshire Day Event (Bingley Market Square, Sunday 31st July 2022).
- Bingley Weekender (5th August – 7th August 2022): to consider liaising with the promoters regarding gender balance in the line ups.
- Event at Market Square (10th September 2022, 12pm – 9pm): to approve this event and to consider the request to keep the Hub toilets open until 10pm on this day.
- World Cup and Christmas in Bingley (November/December 2022).

2223/75 Green and Clean (Councillor Goode)

To consider any updates on Green and Clean.

2223/76 Five Rise Way-marking (Councillor Gibbons)

To receive a progress update on the Five Rise Way-marking project.

2223/77 Grit bins

To consider grit bin allocation for this year, and to agree any actions, including on the following:

- To commence the audit of the grit bins to determine how much money will need to be spent on refilling and repairs.
- To determine how it will be decided where to provide new bins, being mindful that Bradford Council do not have the capacity to carry out a thorough assessment of all the bins in the area.
- To determine whether to adhere to Bradford Council's policy of not providing new bins on unadopted roads.

2223/78 Christmas (Councillors Goode and Truelove)

- To receive and approve the Risk and Resource Assessment form for the Christmas plans this year (attached).
- To consider the Christmas plans for this year, including to approve expenditure and to agree any actions (further information attached).

2223/79 Play in the Park

To consider councillor attendance at the Play in the Park events this year.

2223/80 Town Clerk's Report

To receive the Town Clerk's Report (attached).

2223/81 Correspondence

To consider any correspondence received by the Council and to agree any actions, including the following:

- a) Emails from resident re precept rise concerns.
- b) Email from Beckfoot School re queries re Priestthorpe Annexe charitable trust.
- c) Two emails from residents re erroneous figure in Annual Report 2021-22.
- d) Letters received by Planning Committee members re the release of Green Belt land and two potential housing sites on Heights Lane, Bingley.

2223/82 Promotional items

To consider any promotional items that the Town Council wishes to publicise from this meeting.

2223/83 Date of the next meeting

To agree the date of the next Full Council meeting as Tuesday 30th August 2022 at 6.30pm, at The Eldwick Church, Otley Road, Eldwick.

2223/84 Exclusion of press and public

To resolve that members of the press and public be excluded from any items under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.