

## BINGLEY TOWN COUNCIL

### MINUTES OF THE MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 27TH JUNE AT 6:30PM AT BINGLEY BAPTIST CHURCH, CLYDE STREET, BINGLEY BD16 4LJ

Start: 6:30pm

Finish: 8:50pm

**Councillors Present:** Councillors Beckwith, Chapman, Clough, Dawson, Dearden, Goode, Hardman, O'Neill, Quarrie, Simpson, Truelove, Varley, J Wheatley, and Winnard.

**In attendance:** Ruth Batterley, Town Clerk  
Chantelle Seaborn, Canal River Trust  
Tony Entwistle, Canal River Trust  
Colin Thurnhurst, Canal River Trust

**Members of the public:** Two

#### **1718/20 Chair's Remarks**

1. The Chair noted that the Eldwick Gala had been a great success. Councillor Varley and the other councillors participating in the event were thanked for their work on the Town Council stall.
2. The Clerk is to write to Bradford Council requesting information about the proposed Riverside Festival.
3. Concerns have been expressed about drug dealing in Bingley. The police are to be invited to a future meeting

#### **1718/21 Disclosures of interest**

1. To receive declarations of interest from councillors on items on the agenda.
2. To receive written requests for dispensations for disclosable pecuniary interest
3. To grant any requests for dispensation as appropriate.

Councillor Dawson has a dispensation to take part in discussions about the Friends of Bingley Pool- item 1718/26. She declared she is a trustee of the Friends of Bingley Pool her intention is to vote on the issue given her clearly stated commitment to work to do everything reasonably and legally possible to keep the pool open. Councillor J Wheatley declared his interest in this item as he is a trustee of the Friends of Bingley Pool.

#### **1718/22 Apologies for Absence**

To approve the reasons for Members' absence (if applicable).

**Resolved** to approve the apologies of Councillor Fenton and Councillor M Wheatley (personal). Proposed Councillor Goode, seconded Councillor Wheatley and agreed. All were in favour.

#### **1718/23 Resolution to Adjourn the Meeting**

RESOLUTION to adjourn the meeting in order to receive reports from invited guests and in order that the public be permitted to make representations, answer questions and give evidence in respect of any items of business included on the agenda or ask questions on any other matter of relevance to the parish.

#### **Public Participation**

- Questions / observations from members of the public
- Reports from invited guests:

**Resolved** to adjourn the meeting. Proposed Councillor Dearden, seconded Councillor J Wheatley and agreed. All were in favour.

No member of the public wished to speak and Mr. Thurnhurst advised that his two colleagues were delayed in the traffic. Discussions would come under item 1718/25.

### **1718/24 Minutes of the Previous Meetings**

To confirm as a correct record the minutes of the following meetings:

- a) Annual Meeting of the Council, May 23<sup>rd</sup> 2017. Councillor Varley noted that she had been left off the list of councillors attending the meeting. Subject to this amendment, **resolved** to approve the minutes of the Annual Meeting of the Council as a correct record. Proposed Councillor Simpson, seconded Councillor Goode and agreed. All were in favour, bar one abstention from the vote.
- b) Ordinary Meeting of the Council, May 23<sup>rd</sup> 2017 **Resolved** to approve the minutes of the ordinary meeting as a correct record. Proposed Councillor Clough, seconded Councillor Simpson and agreed. All were in favour, bar one abstention from the vote.
- c) Extraordinary Meeting of the Council, May 30<sup>th</sup> 2017 **Resolved** to approve the minutes of the extraordinary meeting of the council. Proposed Councillor Goode, seconded Councillor O'Neill and agreed, bar four abstentions from the vote.

**Resolved** that item 1718/26 be taken at this point on the agenda whilst waiting for Ms Seaborn to arrive. Proposed Councillor Varley, seconded Councillor Clough and agreed. All were in favour.

### **1718/26 Grants**

- a) **To consider the application for a request for a grant to the Friends of Bingley Pool for a market assessment, Community Asset Management advice, sports facility management guidance and a detailed building services survey.** Councillor Dawson updated the council on this item. A feasibility study is required along with a building survey. Three quotations had been obtained for the former but the group despite extensive attempts had managed to obtain only one quotation for the building survey. The groups wish to use Paul Smith for the feasibility study. The group is actively seeking donations from other sources. Ms Seaborn and her colleague Mr. Entwistle arrived at 6:45pm. It was noted that the application is being considered by the full council as the application for the grant is more than the amount delegated for administration by the Finance and General Purposes committee allows. The Friends of Bingley Pool have put in an application for £5,880. The grant is to be subject to the revised Town Council grant criteria and the funds are to be taken from the grant budget.

**Resolved** that the Friends of Bingley Pool are awarded £5,880 for a feasibility study, market assessment, Community Asset Management Advice, sport facility management and a detailed building services survey. Proposed Councillor Goode, seconded Councillor Dawson and agreed. Ten were in favour, one was against and there were three abstentions from the vote.

- b) **To approve the recommendation of the Finance and General Purposes committee to agree the amended grant criteria.** The revised grant criteria had been circulated with the meeting papers. In the revised version of the criteria there is a requirement for groups to publicise the contribution made by the Town Council. If groups do not do this they may be asked to return the grant money to the Town Council. **Resolved** to agree the recommendation of the Finance and General Purposes committee to approve the amended grant criteria. Proposed Councillor Varley, seconded Councillor Simpson and agreed. All were in favour.

### **1718/25 Canal River Trust**

- a) **To receive Chantelle Seaborn from the Canal River Trust to talk about the Trust's work**

Ms Seaborn and Mr. Thurnhurst from the Canal River Trust spoke about the work of the Canal River Trust. Mr. Thurnhurst noted that the locks and canal are an amazing asset for Bingley. Ms Seaborn, the Waterways Manager for the North West advised of the Destination Management Plan which is looking at

how canals can add to the value of an area. She noted that there is a lack of signage to the canal, more written distributable information is needed, together with a space for education. Development of the visitor infrastructure will bring about many advantages. Ms Seaborn will send the executive summary of the Bingley Destination Management Plan to the clerk.

Councillors asked questions about the management of the tow path, including problems with littering and bins.

**Resolved** that working with the Canal River Trust will be one of the items dealt with by the Town Centre and Regeneration sub committee. Proposed Councillor Dawson, seconded Councillor Simpson and agreed. All were in favour. The three Canal River Trust employees left the meeting at 7:25pm.

### **1718/27 Neighbourhood Plan**

- a) **To consider if the Town Council wishes to apply for Area Designated Status**
- b) **To consider next steps**

The clerk tabled the financial appraisal for the Neighbourhood Plan at the meeting.

1. **Resolved** Bingley Town Council wishes to produce a Neighbourhood Development Plan in accordance with the Neighbourhood Planning (General) Regulations 2012. Proposed Councillor Dawson, seconded Councillor Varley and agreed. All were in favour.
2. **Resolved** that Bingley parish be applied for as an area of designated status. The map had been circulated with the meeting papers. Proposed Councillor Dawson, seconded Councillor Quarrie and agreed. All were in favour.
3. **Resolved** that the statement as circulated be approved as to why the area is suitable for designated status and what the plan will achieve. Proposed Councillor Simpson, seconded Chapman and agreed.
4. **Resolved** that the clerk will submit an application to Bradford Council
5. **Resolved** that the development of a Neighbourhood Plan be delegated to the Planning committee, including the establishment of a Neighbourhood Planning Working Group and engagement of a consultant. Proposed Councillor Quarrie, seconded Councillor Dearden and agreed. All were in favour.

### **1718/28 National Citizens Service**

- a) **To receive an update on progress with the project for the National Citizens Service supported by Bingley Town Council**
- b) **To consider next steps**

There was discussion about the NCS project. NCS are to be written to and asked for a copy of the project plan for Priestthorpe Annexe by Friday 7<sup>th</sup> July.

**Resolved** that should the project plan be received by 7<sup>th</sup> July along with design work, the matter of whether to proceed with the project be delegated to the clerk in conjunction with the chair of the council and Councillors

J Wheatley and Chapman. Proposed Councillor Dawson, seconded Councillor O'Neill and agreed. Eight were in favour, one was against and there were five abstentions.

### **1718/29 To receive information on the following ongoing issues and decide further action where necessary:**

- a) **Bingley Toilets - To delegate up to £2,000 to the Finance and General Purposes committee to fund fees in connection with the alteration of the property. Resolved** that £2,000 be delegated to the Finance and General Purposes committee from the office space budget to fund fees in connection with the alteration of the property. Proposed Councillor Dawson, seconded Councillor Goode and agreed. All were in favour, bar one against.

- b) **Winter maintenance meeting** Councillor Hardman's report had been circulated with the meeting papers. The audit of grit bins to be coordinated by Councillor Hardman is to be completed by councillors by the end of August 2017.
- c) **Floral displays** Councillor Simpson noted that all plants provide by the Town Council have now been planted by the community groups. The Town Council floral displays are all in place, bar two baskets and the tree pit outside the Arts Centre.
- d) **Bingley Market – survey and refund of £300 to Councillor Dawson for Survey Monkey Licence** Surveys are coming in. **Resolved** to refund Councillor Dawson the £300 for the survey fee license. Proposed Councillor Hardman, seconded Councillor Varley and agreed. All were in favour.
- e) **Meeting with Ben Middleton and Councillor Ross Shaw from Bradford Council.** Councillor Dawson will forward the council the e-mail from Mr. Middleton summarising actions from the meeting.

#### **1718/30 Telephone for Administrative Officer**

- a) **To consider purchasing a mobile phone for the Administrative Officer**

**Resolved** to purchase a telephone for the Administrative Officer. Proposed Councillor J Wheatley, seconded Councillor Chapman and agreed. All were in favour.

#### **1718/31 Meetings**

- a) **E mail from Hale about joint working at Canalside Medical Centre. Resolved** to arrange a meeting with Hale. Councillors Varley and Dawson are to attend. Proposed Councillor Varley, seconded Councillor Dawson and agreed. All were in favour.
- b) **Request from Carys Bose about meeting to discuss Youth Work. Resolved** to arrange a meeting with Ms Bose. Councillors Dawson, J Wheatley, Chapman and Simpson are to attend. Proposed Councillor Dawson, seconded Councillor J Wheatley and agreed. All were in favour.
- c) **Request for meeting with All Saints Church. Resolved** to arrange a meeting with the Rev Weaver from All Saints Church. Councillors Quarrie, Hardman and O'Neill are to attend. Proposed Councillor Dawson, seconded Councillor O'Neill and agreed. All were in favour.
- d) **Meeting with Bradford Council about travellers.** The Town Council is awaiting a reply from Bradford Council about the way it deals with travellers.

#### **1718/32 Pensions**

- a) **To approve the recommendation of the Staffing Committee to select Nest as the pension provider for the Town Council**
- b) **To consider next steps**

**Resolved** to approve the recommendation of the Staffing committee that Nest be appointed as the pension provider for Bingley Town Council and that contributions be phased over three years. The commitment to provide pensions to staff is to be backdated to their permanent start date. Proposed Councillor Winnard, seconded Councillor Truelove and agreed. All were in favour.

**1718/33 To resolve that members of the press and public be excluded from item 1718/34 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.) (Staff probation and permanent appointments)**

**Resolved** that the press and public be excluded for reasons of staff probation and permanent appointments.

Proposed Councillor Goode, seconded Councillor Varley and agreed. All were in favour.

#### **1718/34 Staff permanent appointments**

- a) **To approve the recommendation of the Staffing Committee that the Clerk has satisfactorily completed her probation period**
- b) **To approve the recommendation of the Staffing Committee that the Administrative Officer has successfully completed her probation period**

The clerk left the room for this item.

- a) **Resolved** to approve the recommendation of the Staffing committee that the clerk had satisfactorily completed her probation period. Proposed Councillor Winnard, seconded Councillor Dawson and agreed. All were in favour.
- b) **Resolved** to approve the recommendation of the Staffing committee that the Administrative Officer had successfully completed her probation period. Proposed Councillor Winnard, seconded Councillor Dawson and agreed. All were in favour.

Councillor Winnard as Chair of the Staffing committee will write to both members of staff confirming their permanent appointments.

#### **1718/35 Clerk Report**

- a) **To receive the report**

There were no questions on the report.

#### **1718/36 Committee minutes**

**To receive the following committee minutes:**

1. **May approved Planning committee minutes**
2. **June draft Planning committee minutes**
3. **May approved Finance and General Purposes committee minutes**

The minutes were noted.

#### **1718/37 Finance**

- a) **Payments. To approve payments**

The clerk noted that she had used the emergency expenditure provision in Financial Regulations to purchase a new separate keyboard for the clerk laptop.

**Resolved** to approve the June schedule of payments. Proposed Councillor Goode, seconded Councillor Beckwith and agreed. All were in favour.

#### **1718/38 To consider any promotional items that the Town Council wishes to publicise from this meeting**

**Resolved** that the grant to the Friends of Bingley Pool, floral planting and designated Neighbourhood Area status be publicised. Proposed Councillor Dawson, seconded Councillor Chapman and agreed. All were in favour.

#### **1718/39 Date and location of next meeting**

To note the date of the next meeting as being Tuesday 25th July 2017 at Bingley Scout Hut, Sycamore Avenue, Bingley BD16 at 6:30pm