

BINGLEY TOWN COUNCIL

MINUTES OF THE EXTRAORDINARY MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 20TH DECEMBER AT 6:30PM AT CARDIGAN HOUSE, FERNCLIFFE ROAD, BINGLEY.

Start: 6:30pm

Finish: 8:55pm

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

In attendance: Ruth Batterley, Town Clerk
Mark Shaw, BMDC Ward councillor

Members of the public: five

1617/131 Resignation of Chairman and election of new Chair

- a) To receive the resignation of Terry Brown as Councillor and Chairman
 - b) To Elect the Chair to Bingley Town Council
 - c) Elected Chair to sign Declaration of Acceptance of Office
 - d) To elect Vice Chair to Bingley Town Council.
- a) Terry Brown's resignation was received.
- b) **Resolved** to elect Ros Dawson as Chair to Bingley Town Council. Proposed Councillor Simpson, seconded Councillor Goode and agreed. All were in favour.
- c) Councillor Dawson and the clerk signed the Chair's declaration of acceptance of office.
- d) Two nominations were received for the position of Vice Chair, Councillors Truelove and Dearden. Councillor Truelove withdrew his nomination. **Resolved** to elect Councillor Dearden as Vice Chair to Bingley Town Council. Proposed Councillor Quarrie, seconded Councillor Clough and agreed. All were in favour.

1617/132 Chair's Remarks

Councillor Dawson recorded thanks to Terry Brown for his work setting up the town council and wishing him well for a speedy recovery. The clerk will write a letter on behalf of the council to Mr Brown thanking him for all of his work with the town council. Councillor Dawson thanked:

- Councillor Simpson for her work on the litter picks
- Councillor Winnard for his assistance on the Eldwick/Gilstead buses
- Councillor Goode for his work on the allotments

1617/133 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 J Wheatley declared his interest in item 1617/143. He is a trustee of Bingley Pool. No written requests for dispensation had been received.

1617/134 Apologies for Absence

Resolved to approve the apologies of Councillor Varley (work).

Proposed Councillor Winnard, seconded Councillor Truelove agreed. All were in favour.

1617/135 Resolution to Adjourn the Meeting

Resolved to adjourn the meeting so that members of the public could speak. Proposed Councillor O'Neill, seconded Councillor J Wheatley and agreed. All were in favour.

Several residents spoke about the town council recommending that the planning application for the Keighley incinerator be rejected at the September Planning meeting and then be approved on a revised application at the December Planning committee meeting. Residents asked for the council to explain the reasons for this change in decision. Councillor Dawson advised that the council delegates decisions on planning applications to the Planning committee. She further advised that the role of the town council as with all other, local councils is that of statutory consultee and is advisory. The decision on planning applications is made by City of Bradford Metropolitan District Council. Questions were again asked about the change of decision and Councillor Beckwith offered to meet with the residents to explore ways forward. The residents were advised that they would be informed in writing of the reasons of why the council had made a different decision at the December Planning meeting, to the decision made at the September Planning meeting. Some councillors asked members of the Planning committee to explain the change in recommendation.

1617/136 Minutes of the Previous Meeting

Resolved to approve the minutes of the meeting held on 29th November 2016. Proposed Councillor Simpson, seconded Councillor Dearden and agreed. All were in favour, bar one abstention from the vote.

1617/137 To receive information on the following ongoing issues and decide further action where necessary:

- a) **Website.** Councillor Simpson showed the council the new website: One member of the public left the meeting at 18:50pm. **Resolved** that in addition to the clerk having responsibility for and being trained on the website, Councillors Dawson, Simpson, Chapman and Dearden should also undertake this role. Proposed Councillor Dawson, seconded Councillor Quarrie and agreed. All were in favour. The website will go live a few days after the training.
- b) **Logo Resolved** that the logo will go live in the middle of January in time for the next newsletter. Proposed Councillor Dawson, seconded Councillor Chaman and agreed. All were in favour.
- c) **Eldwick/Gilstead buses** Councillor Winnard advised that following last month's council meeting he, David Akester from Gilstead Village Society and Taz Sallam from Bradford Council had met with Neal Wallace of West Yorkshire Combined Authority and Oliver Howarth of First West Yorkshire Ltd. The bus company is looking at making changes to its timetable and is seeking a resolution to the problem. There are plans to fast track the implementation to change the bus times, but this needs coordinating with existing time tables. Both bus companies recognised that there had been a lack of consultation on the implemented changes and in future will consult more widely, including the town council in its consultation process. There is to be a further update on the January full council agenda.

1617/138 Bank signatory

To appointment a replacement bank signatory for the town council current T2 Unity Bank account

Resolved that Councillor Truelove be appointed as the replacement bank signatory to the council's T2 account. This includes cheques and online payments. Proposed Councillor Dawson, seconded Councillor Goode and agreed. All were in favour.

1617/139 Office Space

- a) **To receive the report on office space for Bingley Town Council**
- b) **To consider next steps**

Councillor Dearden updated the council. Office space was discussed at the December Finance and General Purposes committee meeting. One of the options, Prospect Business Park is now tenanted and Bradford Council has confirmed that there is no office space available in either Bingley Pool or the Town Hall. A viewing has been arranged at Illingworth Mc Nair for Thursday 22nd December. All councillors are welcome to attend the viewing. The clerk will check disabled access requirements with YLCA. Councillor Dearden is to take the lead on the new office space. Proposed Councillor Dawson, seconded Councillor Dearden and agreed. All were in favour.

1617/140 City of Bradford Metropolitan District Council budget for 2017-2018

- a) **To receive the report on Bradford Council's budget 2017-2018**
- b) **To consider requesting a meeting with Ian Day, Assistant Director, Neighbourhood and Customer Services about joint working with Bingley Town Council**

- a) Councillor Dawson's report had been circulated with the meeting papers. There are no investment plans for Bingley and Bradford Council would like local councils to step in where there are proposals to cut services. Particular attention was drawn to the proposed cuts for:
 - Street cleansing and removal of funding for public toilets
 - Cuts in minor scale maintenance works and closure of Keighley Gritting depot
 - Reduction in winter gritting routes
 - Removal of council funding for Police Community Support Officers
 - Ending of funding for Bingley Music Live

Resolved that a letter will be sent to Philip Davies, MP asking him to put pressure on the Government to release more money for District Councils. The clerk and Councillor M Wheatley will draft this letter. Proposed Councillor M Wheatley, seconded Councillor J Wheatley and agreed. Ten were in favour, two were against and there was one abstention from the vote.

- b) **Resolved** to request a meeting with Ian Day to look at ways of joint working. Proposed Councillor Truelove, seconded Councillor Dawson and agreed. All were in favour, bar one abstention from the vote.
- c) **Resolved** to write to Bradford Council opposing the proposed budget changes and opposing those that affect Bingley. Proposed Councillor Dawson, seconded Councillor Simpson and agreed. Ten were in favour and there were three abstentions from the vote.

1617/141 Green and Clean Strategy

To approve the Green and Clean Strategy

Councillor Simpson advised that this strategy had come out of the Green and Clean working group and the Finance and General Purposes committee. Many of the items do not have cost implications. The two items that have large cost implications are floral planting and additional litter bins. Councillor Simpson noted that there is to be a Planting roadshow on Saturday 21st January at Cardigan House.

Resolved to approve the Green and Clean strategy. Proposed Councillor Goode, seconded Councillor J Wheatley and agreed. All were in favour.

1617/142 Derelict buildings

- a) **To receive the report on derelict buildings and consider next steps that the council may take**

Councillor Dawson's report had been circulated with the meeting papers.

Station Master's House

Resolved that point 1 in the report be actioned with the alteration that the town council should request information, rather than calling time about the progress on Bradford Council's discussions about a mixed use development. Proposed Councillor Dawson, seconded Councillor Simpson and agreed. All were in favour.

Legal Advice

Resolved that the clerk investigate independent legal advice via NALC to ascertain the powers that Bradford Council and Bingley Town Council have to compel the owner to take responsibility for its appearance. Proposed Councillor Dawson, seconded Councillor Chapman and agreed. All were in favour.

Apply to Valuations office to have property re-registered

There is no cost for this service. **Resolved** to apply to have the property re-registered. Proposed Councillor Simpson, seconded Councillor Goode and agreed. All were in favour.

Petition

Resolved that taking a decision on this be postponed until other areas as listed above are investigated.

Turn into thing of beauty

Resolved that a letter will be written asking whether the town council can access the property to tidy it up. Proposed Councillor Dawson, seconded Councillor J Wheatley and agreed. All were in favour.

Publicise what the council is doing.

Resolved that the council will publicise what it is doing.

Set up a working group/committee to investigate the feasibility of a Compulsory Purchase Order

Resolved that this be postponed whilst other options as listed are investigated. Proposed Councillor M Wheatley, seconded Councillor Chapman and agreed. All were in favour.

To allocate up to £5,000

Resolved to postpone this decision until further options as listed have been investigated. Proposed Councillor J Wheatley, seconded Councillor Quarrie and agreed.

Annexe on Mornington Road

Public Request to Order Disposal

Resolved that the council will continue with the PROD. Proposed Councillor Dawson, seconded Councillor Simpson and agreed. All were in favour

Definite timescale on disposal

Resolved to ask for a definite timescale on disposal. Proposed Councillor M Wheatley, seconded Councillor Beckwith and agreed. All were in favour.

Request that Bradford Council allocate a budget for repairs

Resolved that this decision be put on hold pending other options as listed being investigated. Proposed Councillor Dawson, seconded Councillor M Wheatley and agreed. All were in favour.

Boarding windows

Resolved that this decision be put on hold pending other options as listed being investigated. Proposed Councillor Dawson, seconded Councillor J Wheatley and agreed. All were in favour.

£5,000 for attractive boarding materials

Resolved that this decision be put on hold, pending other options as listed being investigated. Proposed Councillor Dawson, seconded Councillor J Wheatley and agreed. All were in favour.

Request copies of deeds

There is no cost to this. **Resolved** that a letter be sent to the Charities Commission/Land Registry requesting copies of deeds. Proposed Councillor Dawson, seconded Councillor Trulove and agreed. All were in favour.

Meeting with Allan Mirfield

Resolved that Councillor Truelove continue his dialogue with Mr Mirfield. Proposed Councillor Dawson, seconded Councillor Simpson and agreed. All were in favour.

Sainsbury's

Resolved to continue monitoring the site. Proposed Councillor Dawson, seconded Councillor Quarrie and agreed. All were in favour.

Generally

Resolved that a meeting invitation be sent to the ward councillors, Chamber of Trade, interested members of the public etc . Proposed Councillor Dawson, seconded Councillor Truelove and agreed. All were in favour.

Inventory of vacant derelict sites.

Resolved to ask Bradford Council if they have of derelict sites and that Bradford Council be asked to include the derelict sites in Bingley a part of its report into derelict sites across the district. Proposed Councillor Dawson, seconded Councillor J Wheatley and agreed. All were in favour.

1617/143 Assets of Community Value

To approve the application to list the town hall and swimming pool as Assets of Community Value

Resolved to make application to list the town hall, Bingley Pool and Myrtle Park as Assets of Community Value. Proposed Councillor Dawson, seconded Councillor Dearden and agreed. All were in favour, bar one abstention from the vote.

1617/144 Policies

- a) **To approve the recommendation of the Staffing Committee to approve the following policies for Bingley Town Council**

- b) **Disciplinary**
- c) **Grievance**
- d) **Mileage**
- e) **To adopt the Complaints policy for Bingley Town Council**
- f) **To adopt the website privacy policy for Bingley Town Council**
- g) **To adopt the website terms and conditions for usage policy**

Resolved to approve all of the policies listed above. Mileage is approved for council business at the NJC rate. Proposed Councillor Clough, seconded Councillor Chapman and agreed All were in favour.

1617/145 Financial Policies

To approve the recommendation of the Finance and General Purposes Committee to approve:

- a) **Financial Regulations**
- b) **Risk assessment**
- c) **Financial Risk assessment**

Resolved that the financial policies as listed above be approved. Proposed Councillor Dearden, seconded Councillor J Wheatley and agreed. All were in favour.

1617/146 Christmas 2017

- a) **To consider arrangements for Christmas 2017**

Councillor Truelove was thanked for his work on the Christmas lights. He noted that there had been some teething problems with some of the Bingley Town Council owned lights, due to the timer for the lights being set incorrectly. The rope lights are partially lit and these are owned by Bradford Council. There are issues with the electric power sockets on the market square. Councillor Truelove explained that there are options for Christmas lights; they can be hired or re-conditioned lights can be purchased.

Councillor Truelove advised that planning for Christmas 2017 needs to start early.

Resolved that Councillors Truelove, Goode, Chapman and Dawson will meet with Festival of Lights in the New Year. Councillor Truelove will bring a proposal for Christmas 2017 to the March or April 2017 council meeting. Proposed Councillor Truelove, seconded Councillor Dawson and agreed. All were in favour.

1617/147 Meeting with outside organisations

- a) **To consider arrangements for meetings with outside organisations**
- b) **To nominate two councillors to be representatives to work with the Chamber of Trade**

a) **Resolved** that two councillors should be present when meeting with outside organisations. Proposed Councillor Truelove, seconded Councillor Quarrie and agreed.

b) **Resolved** that Councillors Goode, Chapman and Truelove be the nominated representatives to the Bingley Chamber of Trade. Proposed Councillor Beckwith, seconded Councillor Clough and agreed. All were in favour.

1617/148 Bingley Market

- a) **To receive the market update**
- b) **To consider joining the National Association of British Market Authorities for the cost of £150**

Councillor Dawson's market update had been circulated with the meeting papers. **Resolved** that the council should join The National Association of British Market authorities until March 2017 for the cost of £150. Mr Wilson the organisation's Chief Executive is to be invited to a meeting in Bingley where interested councilors are also invited to attend. Proposed Councillor Dawson, seconded Councillor Truelove and

agreed. All were in favour.

1617/149 Consultations

- a) **To consider any comments the town council may wish to make on the consultation for Public footpath 19**
- b) **To consider any comment the council may wish to make on the draft Public Service Ombudsman bill**

- a) The council will make no comment on the public footpath consultation.
- b) The council will make no comment on the draft Public Service Ombudsman bill

1617/150 Meetings of the Council

- a) **To set the date for the Annual Meeting of the Council**
- b) **To set the date for the Annual Town Meeting**

- a) **Resolved** that the date for the Annual Meeting of the Council be set as 23rd May 2017. It will be followed by the ordinary meeting of the council.
- b) **Resolved** that the Annual Town Meeting will be held on Thursday 27th April. Proposed Councillor M Wheatley, seconded Councillor Simpson and agreed. All were in favour.

1617/151 Town Clock

- a) **To consider any action the town council may wish to take on the town clock**

Councillor Quarrie updated the council on the clock. It has not worked for 14 years, is mechanically sound and needs winding up twice a week. There are organisations in Bingley who may be able to contribute to its repair, or the owner may also be willing to contribute. Councillor Quarrie will continue with his enquiries and update a future council meeting. It was noted that a better solution may be to change the clock so that it is electronically operated.

1617/152 Reports

- a) **SCAPG report**
- b) **Clerk report**

Both reports were noted.

1617/153 Correspondence

- **Christmas card from MP Davies**
- **YLCA e-mail re: membership 2017-2018**

1617/154 Finance

Payments

- a) **To approve the following payments:**

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| • Nevis Computers Ltd | Filesure Jan- Feb | £12 |
| • Information Commissioner | Data Controller license | £35 |
| • The Helping Hands Company Ltd | Litter pickers | £358.20 |
| • SBVS | Nov office and room hire | £245 |
| • Full Stop Studio | Logo | £130 |
| • Charlestown Ltd | Xmas lights | £4,404.60 |
| • The Eldwick Church | Room hire | £74.25 |
| • Cottingley Cornerstone Centre | Room hire | £120 |
| • Cottingley Cornerstone Centre | Connexions Article | £27 |

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| • Yorks Water | Beck Lane allotments | £11.27 |
| • Nevis Computers Ltd | Toner (magenta) and envelopes | £67.80 |
| • Bank charges | 4/09/16- 4/12/16 | £25.65 |
| • O2 | Phone handset (Oct) | £5 |
| • O2 | Phone airtime (Oct) | £12.55 |
| • O2 | Phone handset (Nov) | £5 |
| • O2 | Phone airtime (Nov) | £14.07 |
| • John Goode | allotment gate keys | £25.00 |

Receipts

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| • 09/11/16 | Allotment rent | £202.95 |
| • 09/11/16 | Allotment rent | £200.30 |
| • 09/11/16 | Allotment rent | £35.07 |
| • 11/11/16 | YLCA (refund finance course) | £60 |
| • 16/11/16 | Allotment rent | £142.80 |
| • 22/11/16 | Allotment rent | £35.07 |
| • 23/11/16 | Allotment rent | £71.40 |
| • 29/11/16 | BMDC allotment grant | £8,469 |
| • 30/11/16 | Allotment rent | £46.33 |

Resolved to approve the payments as listed above. Proposed Councillor J Wheatley, seconded Councillor Beckwith and agreed. All were in favour.

1617/155 Date and location of next meeting

To note the date of the next meeting as being Tuesday 31st January 2017 at Crossflatts Older People Welfare Association at 6:30pm.