

## BINGLEY TOWN COUNCIL

### MINUTES OF THE MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 29TH AUGUST AT 6:30PM AT ST WILFRID'S CHURCH HALL, GILSTEAD LANE, GILSTEAD, BINGLEY BD16

Start: 6:30pm

Finish: 8:50pm

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

**In attendance:** Ruth Batterley, Town Clerk  
Ward Councillor David Heseltine

**Members of the public:** Seven

#### **1718/70 Chair's Remarks**

1. The Chair welcomed Ward Councillor David Heseltine to the meeting and advised all attending that this meeting, like all other council meetings is open to the public, but is not a public meeting. The Chair further explained about Public Participation
2. The Chair thanked those who had attended the litter pick on 5<sup>th</sup> August and she noted that the Green and Clean Forum will be taking place on 9<sup>th</sup> September
3. She noted that the Town Council had received a clear Annual Return from the external auditor with no comment. The clerk was thanked for her work
4. There have been many positive comments about the Town Council floral displays  
The Christmas light survey is well underway with residents casting their votes to choose a Christmas column light feature, from five possible options, to be displayed on five lamp posts on the main street near the market square via e-mail, Facebook and on the Town Council website
5. The Station Adoption group has arranged a photo call at 6:30pm on Wednesday 30<sup>th</sup> August

#### **1718/71 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.

There no were no disclosures of interest and no written requests for dispensation had been received.

#### **1718/72 Apologies for Absence**

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

**Resolved** to approve the apologies of Councillor M Wheatley (work). Proposed Councillor J Wheatley, seconded Councillor O'Neill and agreed. All were in favour.

#### **1718/73 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 Simpson, seconded Councillor J Wheatley and agreed. All were in favour.

One member of the public advised that the yellow lines at Bradford Old Road don't extend to the gates. The clerk will write to BMDC requesting that the lines be extended as the lack of double yellow lines pose a safety risk.

## **1718/74 Minutes of the Previous Meetings**

To confirm as a correct record the minutes of the meeting held on 25<sup>th</sup> July 2017.

**Resolved** that the minutes of the meeting held on 25<sup>th</sup> July 2017 be confirmed as a correct record. Proposed Councillor Dearden, seconded Councillor O'Neill and agreed. All were in favour.

## **1718/75 To receive Ward Councillor David Heseltine to talk about the work of the Shipley Area committee**

Ward Councillor David Heseltine spoke about the work of the Shipley Area committee; he is the committee's Chair. The aim of the committee is to give the public a say in the local affairs of the Bradford Metropolitan District Council. Various activities are devolved to this committee:

- Highways
- Cleansing
- Youth Service
- Parks, grass cutting, trees, weed spraying
- Toilets
- Cemeteries

The committee makes decisions on Assets of Community Value and receives petitions. The committee also liaises with the police, fire service and other services.

Councillor Heseltine noted that the Shipley Area committee is politically balanced. Councillor Heseltine advised the Town Council of the following budgets that the Shipley Area committee has responsibility for; Highways, £365k, Parks and Green Spaces £540k, Street Cleansing, £708k, Youth Service, £443k and Warden Service £203k. Councillor Heseltine invited Town Councillors to meet with him and the other Bingley ward councilors, suggesting a pre-arranged meeting after one of their public surgeries is preferable.

## **1718/76 Christmas 2017**

- a) To consider the process for allocating the funds to the Bingley Chamber of Trade for Christmas 2017.** Councillor Winnard explained the background to his paper that had been circulated to the council with the meeting papers. He welcomes working with the Bingley Chamber of Trade and his reason for bringing the paper is the good governance of the donation to the Chamber. The Chamber is required to provide receipts for items purchased up to the value of the donation, i.e. £2,000. Councillor Winnard suggested that approval for the items the Chamber is to purchase be agreed by either the Finance and General Purposes committee or full council to ensure that adequate financial controls are maintained and to be accountable for audit purposes. There was wide ranging discussion about this item.

Councillor Winnard proposed the above course of action and Councillor Dawson seconded the motion. Five were in favour and ten were against the motion, which was not carried.

- b) To consider the Town Council risk assessment for Christmas lights **Resolved** to approve the Town Council risk assessment for the Christmas lights 2017. Proposed Councillor Simpson, seconded Councillor J Wheatley and agreed. All were in favour.

To consider the financial appraisal for Christmas Lights. **Resolved** to approve the Financial Appraisal for the Christmas lights, the amount for the lights is to be altered from £6,975 to £6,635 which is the revised cost. There was discussion about the residents' survey to choose the design for the column features. It was agreed that Councillors Beckwith and Varley would work with the Administrative Officer on a street survey offering the same choice as the online/Facebook survey – residents invited to select one from five possible designs.

- c) Proposed Councillor Winnard, seconded Councillor Quarrie and agreed. All were in favour.
- d) To note the revised specification for the Christmas lights for Main Street, Bingley. The new specification was noted, 10 Christmas features for the 5 existing lighting columns @ £150 each = £1500, 45 – LED 24-volt string lights @ £53 each = £2385, 9 - Installation of tree lights @ £252 each = £2268, 9 – Extend electrical power to the new trees @ £55.55 each = £500, totaling £6,653.
- e) To consider arrangements for electricity to the new Christmas lights. The clerk advised that the Town Council is required to fill in an electricity form for the power to the lights but other local councils to date have never been re-charged for the electric
- f) Christmas tree. The clerk advised that Bradford Council will pay for Bingley's Christmas tree this year but will be looking for sponsorship for future years.
- g) To approve the recommendation of the Events, Marketing and Communications committee to postpone the Children's Christmas light competition to a future year. **Resolved** that the Christmas Light competition be postponed to future years. Proposed Councillor Dawson, seconded Councillor Varley and agreed. All were in favour.
- h) To consider next steps

### **1718/77 Priestthorpe Annexe**

- a) **To consider the report on the Priestthorpe Annexe**
- b) **To consider next steps**

Councillor Simpson outlined her report that had been circulated with the meeting papers.

#### **Resolved:**

1 Write to CBMDC (Assistant Director, Estates and Property) requesting it carries out, with urgency, a detailed condition survey and report of the entire site and building. The final report to be made available to those interested in submitting a business case. Suggest, if necessary, some of the funds from the Project Appraisal Group could be used to fund this condition report.

2 Request CBMDC makes available details of any valuation, new or previous, along with any other survey or condition report of the site.

3 Given that applications for feasibility funding require an expert assessment of the viability of the building, request that the six-month window in which to prepare business cases starts not from August 11<sup>th</sup> but from the date that the condition survey is shared with the Town Council.

4 Request CBMDC shares any information received from Government in response to the queries outlined in 4 above and to clarify what would happen to any sale proceeds if the site were to be sold for a purpose that didn't have educational benefit for the people of Bingley.

5 Continue to build a collaborative approach with the trustees/CBMDC and re-request that whilst the site's future is being decided, the trustees should require Bradford Council to put a waterproof roof covering on the building (even if only temporary tarpaulin or sheeting), tidy up the site, attend to the dilapidated hoardings and remove the trees from the building.

6 Continue exploratory conversations with Locality about possible funding sources and organisations that could assist with feasibility and delivery of community-led affordable social housing with a community educational facility.

Proposed Councillor Simpson, seconded Councillor Dawson and agreed. Ten were in favour, one was against and there were four abstentions from the vote.

### **1718/78 Bingley toilets**

#### **a) To consider next steps on Bingley toilets**

Councillor Dearden updated the council.

#### **Resolved to:**

1. Arrange a meeting about the Community Asset Transfer (CAT) with Bradford Council
2. Arrange a further meeting with the architect
3. Obtain costings from a solicitor about a CAT advising and providing legal work on a CAT
4. Look at alternative funding options
5. Arrange a meeting with Healthmatic
6. Clarify with Bradford Council what will happen regarding the toilets in March 2018

Proposed Councillor Dearden, seconded Councillor J Wheatley and agreed. Eleven were in favour, four were against and there was one abstention from the vote.

### **1718/79 Police report**

#### **a) To receive the report on the recent meeting with the police**

#### **b) To consider next steps**

The report had been circulated with the meeting papers. There was discussion about the closure of the police station in Bingley. The council **resolved** to write to the District Police Commander requesting the following:

1. To ask that the same level of policing be allocated to Bingley, despite the closure of the station
2. To request that the police station be disposed of in such a manner as to not allow the building to become derelict
3. That more action is taken on drug dealing at Leonard Street, Bingley and Crossflatts
4. Raise the issue of double yellow lines on Otley Road, Eldwick and also issues of speeding on Otley Road/Park Road and jumping lights on Ferncliffe and Mornington Roads
5. Ask for update on community Speedwatch and Operation Spearside, the anti-speeding initiative
6. Write to Inspector Deacon asking for an update on investigations into RIPA (surveillance) for Myrtle Park and Crossflatts and also an update on statistics on numbers of prosecutions for drug dealing in Bingley over the last year
7. Write to MP to highlight the lack of police, need to take action on this, drug dealing and other police issues
8. Arrange further quarterly meetings with Inspector Deacon

Proposed Councillor Dawson, seconded Councillor Hardman and agreed. All were in favour. Two

members of the public left the meeting at 8:10pm

#### **1718/80 Winter gritting**

- a) **To consider the Town Council audit on grit bins**
- b) **To delegate up to £1,500 to the Finance and General Purposes committee for the purchase of bins and grit**
- c) **To consider next steps**

The Chair thanked Councillor Hardman for her thorough report and all councillors for their work on the grit bin audit.

- a) **Resolved** that all bins on the list 'Audit of Grit Bins' that are highlighted in red be sent through to Mr. Mazurke at Bradford Council to request repairs etc. The six additional grit routes identified be forwarded to Mr. Mazurke for inclusion on the Bradford Council list.

Proposed Councillor Hardman, seconded Councillor Fenton and agreed. All were in favour. Three members of the public left the meeting.

- b) **Resolved** to delegate to the Finance and General Purposes committee £1,500 for additional grit bins and grit for the Bingley civic parish. Proposed Councillor Hardman, seconded Councillor Simpson and agreed. All were in favour.

#### **1718/81 Office**

- a) To approve the lease with Cottingley Cornerstone Centre for office hire. **Resolved** to approve the lease for Cottingley Cornerstone. Proposed Councillor J Wheatley, seconded Councillor Goode and agreed. All were in favour.
- b) To consider the public opening hours of the office. **Resolved** that the office opening hours of noon – 3:00pm Monday-Wednesday be agreed. Proposed Councillor Goode, seconded Councillor Clough and agreed. All were in favour.

#### **1718/82 Neighbourhood Plan**

- a) **To ratify the decision of the Planning committee to appoint Andrew Towlerton as the Neighbourhood Planning Consultant**
  - b) **To consider the contract with Andrew Towlerton Associates for Neighbourhood Planning**
  - c) **To consider next steps**
- a) **Resolved** that the appointment of Andrew Towlerton as Neighbourhood Planning for the cost of £15,000 to produce a Neighbourhood Plan be ratified. The clerk explained that most of the costs for the production of the plan should come from grant funding. Proposed Councillor Truelove, seconded Councillor Quarrie and agreed. All were in favour
  - b) **Resolved** that the contract with Andrew Towlerton Associates be agreed. Proposed Councillor Truelove, seconded Councillor Winnard and agreed. All were in favour.

#### **1718/83 Corporate MultiPay Business Card**

- a) **To consider the council obtaining a MultiPay business card**

**Resolved** that the council obtain a Corporate Multipay Business card for use by the clerk as RFO, that

the defined limit be £500 per calendar month and that the outstanding amount be cleared each month by a Direct Debit from the Town Council bank account. Proposed Councillor J Wheatley, seconded Councillor Truelove and agreed. All were in favour.

#### **1718/84 Policies**

**To approve the recommendation of the Finance and General committee to**

**approve the:**

**a) Asset policy**

**Resolved** to approve the Asset Policy. Proposed Councillor Goode, seconded Councillor Simpson and agreed. All were in favour.

#### **1718/85 Clock**

**a) To receive an update on the repair of the clock at The Mechanics Institute**

Councillor Quarrie updated the council that most of the donations are now in. He personally still needs £352. Councillor Quarrie was thanked for his work on the clock.

#### **1718/86 Minutes of Committee meetings**

**a) Finance and General Purposes Committee**

**b) Planning Committee**

The minutes were noted.

#### **1718/87 Clerk report**

**a) To receive the report**

The report was noted.

#### **1718/88 Finance**

**a) To approve payments (August schedule)**

**b) Budget setting for 2018-2019**

The clerk noted that she had made two payments under 4.5 of the Council's Financial Regulations: Water bill for Beck Lane, total £77.83 and a small increase on the council insurance policy to insure the recently acquired fence, total £4.79. This will be added to the next insurance renewal.

**Resolved** that the August payment schedule be approved. Proposed Councillor Simpson, seconded Councillor Beckwith and approved. All were in favour.

#### **1718/89 To consider any promotional items that the Town Council wishes to publicise from this meeting**

Gritting, the Neighbourhood Plan and Christmas light vote result are all to be publicised.

#### **1718/90 Date and location of next meeting**

**To note the date of the next meeting as being Tuesday 26th September 2017 at St Joseph's Catholic Primary School Nether Moor View, Bingley BD16 4HG at 6:30pm**