

# BINGLEY TOWN COUNCIL



Cottingley Community Centre, Littlelands, Cottingley, Bingley, BD16 1AL

## BINGLEY TOWN COUNCIL

MINUTES OF THE MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 26th MARCH 2019 AT  
6:30PM AT ST WILFRID'S CHURCH HALL, GILSTEAD LANE, GILSTEAD, BINGLEY, BD16

Start: 6:30pm

Finish: 8:40pm

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

**In attendance:** Ruth Batterley, Town Clerk

**Members of the public:** Three

### 1819/248 Chair's Remarks

The Chair thanked:

1. Plastic Free Bingley for their mass unwrap
2. All who attended the litter picks on 22<sup>nd</sup> and 23<sup>rd</sup> March including Year 7 from Beckfoot School.
3. Richard Holmes for all his work in assisting with the CAT
4. All non councillors who had been members of sub committees
5. Councillor Quarrie for painting the Ferrands pub sign

### 1819/249 Apologies for Absence

1. To note apologies for Members' absence (if applicable).
2. To receive and consider apologies for absence
3. To approve reasons for absence

**Resolved** to approve the reasons for absence for Councillor Dearden

**Resolved** to approve the reasons for absence for Councillor Owen

**Resolved** to approve the reasons for absence for Councillor M Wheatley

Councillor Brazendale was not present.

### 1819/250 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.

None received

### **1819/251 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:

### **1819/252 Minutes of previous meeting**

**To confirm as a correct record the minutes of the meeting held on 26<sup>th</sup> February 2019.**

#### **Subject to the following:**

- Councillor Simpson was present.
- 1819/225 should read to approve the reasons for absence of Councillor Truelove
- 1819/229. The consultation on the slight changes to the plans is to go ahead and the planning application is to be submitted subject to this.
- 1819/236 c) Data breach form. The item should read resolved to approve the data breach form with slight amendments

**Resolved** to approve the minutes of the meeting held on 26<sup>th</sup> February 2019.

### **1819/253 Strategic Housing Market Assessment (SHMA)**

#### **a) To receive an update on the SHMA consultation**

#### **b) To consider any comment the council may wish to make on the SHMA consultation**

- a) Councillor Truelove updated the council on his attendance at the SHMA presentation. **Resolved** that Councillors Hardman, Truelove, Quarrie and Winnard subject to their availability, meet with Arc 4 to discuss the SHMA from Bingley's perspective.
- b) **Resolved** that the draft comment circulated to the council with the meeting papers be submitted to Bradford Council as the Town Council comment.

### **1819/254 New council**

#### **a) To consider the report on committees and sub committees**

#### **b) To consider the report on arrangements for Bingley Town Council May 2019 onwards**

#### **c) To consider allocating up to £150 for the provision of printed material for the new council)**

#### **a) Resolved**

1. That the work and achievements of all committees and sub committees be noted and all who had served on the committees be thanked for their contributions
2. Meetings of sub committees be paused with immediate effect and no sub committee meeting will be held until the new council is elected unless there's a need to convene a meeting of the Emergency Planning sub committee
3. Projects started, commissioned or budgeted for will be continued

4. The new council will decide if it wishes to reconvene any of the sub committees. It can do this at any point following the elections in May but must make a decision about each sub committee by the end of 2019.
5. The Neighbourhood Plan Working Group is to continue.
- b) **Resolved** to included the report on arrangements for Bingley Town Council from May 2019 in the councillor induction pack.
- c) **Resolved** to allocate up to £150 for the purchase of NALC publications for the new council.

#### **1819/255 Climate Change**

- a) **To consider whether Bingley Town Council wishes to make a resolution about Climate Change**
- b) **To consider if the new council will raise Climate Change at the earliest possible opportunity and will commit to take an active role.**

Councillor Simpson noted that the motion should read emergency, rather than change.

- a) **Resolved** to acknowledge that Bradford Council has declared a Climate Emergency.
- b) **Resolved** to urge the new council to address the emergency at the earliest opportunity and commit to take an active role.

#### **1819/256 To receive information on the following ongoing issues and decide further action where necessary**

- a) **Market.**
  1. **To consider the cost for the banner and other publicity for Cottingley Cornerstone Centre of up to £150. Resolved** to agree up to £150 subject to attempting to negotiate a lower cost with the community centre for advertising.
  2. **To consider stalls for young people going to Tanzania. Resolved** that Beckfoot School is advised to get in touch with Otley Town Partnership
- b) **Office/toilets:**
  1. **To consider the risk assessment for the toilet building. Resolved** to approve the risk assessment for the toilet.
  2. **To consider the lease and Heads of Terms for the Community Asset transfer for the toilet. Resolved** to approve an amended motion. To consider the lease for the community asset transfer of the Bingley public toilet building from Bradford Council to Bingley Town Council.  
**Resolved** to approve the lease for the community asset transfer of the Bingley public toilet building from Bradford Council to Bingley Town Council. Councillors Goode and Trulove will sign the lease.
  3. **To delegate up to £1,000 to the Clerk for the insurance for the public toilets. Resolved** to delegate up to £1,000 to the clerk for the insurance of the toilet.
  4. **To agree the business rates for the public toilets of up to £6,000. Resolved** to approve the business rates for up to £6,000. It was noted that business rate relief may be available to the town council and the clerk will investigate.
- c) **IT contract.** Councillor Gibbons updated the council. Quotations have been sought and appointment of the IT contractor will be an item on the April agenda.

#### **1819/257 Policies and reviews**

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

- a) **The review of internal control. Resolved** to approve the review of internal control.

- b) **The review of the Town Council's banking arrangements. Resolved** to approve the review of the council's banking arrangements.
- c) **Reserves policy. Resolved** to approve the review of the council's reserves policy.
- d) **Model Publication scheme. Resolved** to approve the revised Model Publication Scheme.

**To approve the recommendation of the Staffing committee to approve:**

- a) **Training policy. Resolved** to approve the Training policy.
- b) **Lone working policy. To consider up to £50 for the provision of alarms/torches for staff. Resolved** to approve the Lone Working policy. Resolved to approve up to £50 for torches and alarms for staff.

**To consider the review of internal audit. Resolved** to approve the review of internal audit.

#### **1819/258 Fire recruitment campaign**

- a) **To consider the Town Council promoting the fire recruitment campaign**

**Resolved** to note the response from District Commander Bush that fire fighting provision is not lacking in Bingley. The council will put a link on its Facebook page and mention the need for more retained firefighters in the next monthly mailing.

One member of the public left at 8:00pm.

#### **1819/259 Advertising on the road side**

- a) **To consider any comment the Town Council may wish to make on road side advertising**

Road side advertising has appeared adjacent to some roads in the parish. **Resolved** that a copy of the policy about road side advertising be requested from Bradford Council.

#### **1819/260 Bingley Rural Plan**

- a) **To consider any comments the Town Council may wish to make on The Bingley Rural Ward Plan**

**Resolved** that any of the Cottingley councillors may bring an item to the next full council meeting with comments on the Bingley Rural Ward Plan.

#### **1819/261 Consultations**

- a) **To consider any comment the council wishes to make on the Prevention and Early Help strategy. Resolved** that the clerk will work with Councillor Winnard on the town council response
- b) **To consider any comment the Council wishes to make on the Send sufficiency of specialist places for young people and children. Resolved** that this will be an item in the March e-mail newsletter advising of the consultation.

#### **1819/262 Correspondence and reports**

**To receive the following and decide any further action if needed:**

- a) **E-mail from All Saints parish church re Civic Service. Resolved** that this will be an item for the new council to consider.

- b) Youth café report and police meeting re: Five Rise Locks shopping centre. Resolved** that the clerk will write to the Youth Café and ask for feedback on the impact that cafe afternoon opening is having on the anti-social behaviour at the Five Rise Locks Shopping Centre. The Bingley Ward Officer is also to be contacted regarding progress on the situation with Bingley Grammar School.
- c) Police Liaison meeting minutes.** The minutes were noted. Craig Stothers is the new Inspector for Shipley.
- d) E-mail from Lidl re: noticeboard. Resolved** that the Town Council will accept the gift of the notice board from Lidl.

#### **1819/263 Clerk Report (Attached)**

##### **a) To receive the report**

The report was noted. The clerk drew attention to the choice of two induction sessions for all councillors in the new council, Thursday 9th May at 6:00pm or Friday 10<sup>th</sup> May at 1:30pm.

#### **1819/264 Committee minutes**

**To receive draft minutes from the following committees:**

- a) Planning- March 2019**
- b) Finance and General Purposes- March 2019**

Both sets of minutes were noted.

#### **1819/265 Finance**

##### **a) To consider the March schedule of payments**

**Resolved** to approve the March Schedule of payments.

The clerk reported that she had used Financial Regulation 4.5 to authorise the expenditure of £231 for the planning application for the toilet block to be submitted by Bowman Riley.

#### **1819/266 To consider any promotional items that the Town Council wishes to publicise from this meeting**

**Resolved** to promote the request to highlight the need for retained firefighters and also the Send consultation.

#### **1819/267 Date and location of next meeting**

To note the date of the next meeting as being Tuesday 30th April 2019 at Bingley Scout Hut, Sycamore Avenue, Bingley, BD16 at 6:30pm