

# 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 25th JUNE 2019 AT  
6:30PM AT THE SMALL HALL BINGLEY METHODIST CHURCH, BINGLEY BD16**

**Start: 6:30pm**

**Finish: 8:30pm**

**Councillors Present: Barton, Brazendale, Clough, Dawson, Drucquer, Goode, Heseltine, Holmes, Malik, Miah, Owen, Pennington, Simpson, Williams and Winnard**

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

**Members of the public: Five, part of meeting**

**Two representatives from Incommunities Housing Association**

### **1920/39 Chair's Remarks**

The Chair:

- thanked all of the councillors and members of the public who had attended the recent litter pick and noted that the next one will take place on 10/08/2019.
- noted that the next market is on 6<sup>th</sup> July.
- the Eldwick and Gilstead Village Gala is on 29<sup>th</sup> June
- Cottingley Fun Day is on 13<sup>th</sup> July
- the Bingley Show is on 20<sup>th</sup> July
- she, along with Councillors Heseltine and Owen had attended the Neighbourhood Forum where there had been positive feedback about the town council
- she will be attending the opening of Trinity Kitchen
- reminded the council about the upcoming Civic Service on 7<sup>th</sup> July
- commented on the photographs of the restored benches in the town centre, completed by the Bingley and Airedale Rotary Club. The club was thanked for restoring the benches.
- noted the Play in the Park scheme. Councillors were encouraged to take flyers and posters to circulate and promote the events

### **1920/40 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 of Councillor Truelove.

### **1920/41 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 were no declarations of interest and no requests for dispensation had been received.

### **1920/42 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.

**Resolved** to adjourn the meeting.

#### **Public Participation**

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

No member of the public wished to speak.

### **1920/43 To receive representatives from and consider any action that the Town Council may wish to take:**

- a) **Incommunities to talk about plans for Crosley Woods**
- b) **President of Bingley Rugby Club to talk about the Bingley Weekender event**

- a) Rupert Pometsey and Hussain Brook from Incommunities attended the meeting. Mr Pometsey gave a short presentation advising that 93 properties will be built on the site once demolition of the three high rise flats has taken place. 46 properties will be used for affordable rented housing and the rest a mixture of shared ownership and full ownership. Councillors asked questions and the representatives offered to attend future meetings if required.
- b) Glen Shaw, president of Bingley Rugby Club updated the council on the Bingley Weekender event. He noted that SSD are managing the event, dealing with road closures, permissions etc. A resident meeting had been well attended. Beckfoot School is to be used for car parking and the event will have 1,000 people camping and up to 8,000 per day attending the event. Mr Shaw was asked to come to a full council meeting after the event to update the council on how the event had gone.

### **1920/44 Tender and lease for conversion of Myrtle Place public toilets**

The Chair welcomed Councillor Holmes as the newly co-opted councillor for Bingley Central.

- a) **To consider the format of tender for the conversion works including the addition regarding sustainability. Resolved** to approve the JCT minor works (underhand) contract with the sustainability additions, following clarification to be obtained from Bowman Riley:

The location of the bin store, that the staff toilet will be of M specification for disabilities and car parking arrangements for the contractors.

- b) **To consider the Principal Designer Appointment letter. Resolved to** approve the Principal Designer Appointment letter and attached pre construction information.
- c) **To consider the invitation to tender document. Resolved to** approve the invitation to tender document. The clerk, Daniel Green and Councillor Holmes will open the submitted tenders.
- d) **To consider allocating up to £500 for the appointment of a Structural Engineer.** It was noted that until the building work commences it will not be known if a Structural Engineer is needed. **Resolved to** allocate up to £500 for a Structural Engineer should one be needed.
- e) **To consider allocating up to £400 to place the tender advert in the Telegraph and Argus. Resolved that** up to £400 be approved for placing the advert in the Telegraph and Argus newspaper for the cost of up to £400.
- f) **To consider the revised lease for the Community Asset Transfer of Myrtle Place public toilets from Bradford Council to Bingley Town Council. Resolved to** approve the revised lease.

#### **1920/45 Town Council sub committees**

**To consider the revival of:**

- a) **Events, Marketing and Communications. Resolved** that the subcommittee be revived
- b) **Green and Clean**
- c) **Town Centre and Regeneration Resolved** that the council revisit the need for the Green and Clean and Town Centre and Regeneration sub committees in three months' time.
- d) **To appoint two further councillors to the Emergency Planning subcommittee. Resolved to** appoint Councillors Barton and Brazendale to the Emergency Planning subcommittee.

#### **1920/46 Christmas lights**

- a) **To nominate councillors to deal with Christmas lights**

**Resolved** that Councillors Goode, Owen and Truelove be appointed as the project managers for the Christmas lights.

#### **1920/47 Risk and resource assessment document**

- a) **To consider the recommendation of the Finance and General Purposes committee to approve the risk and resource assessment document**

**Resolved** to approve the risk and resource document for Bingley Town Council. Councillors were asked to complete the document for new projects.

#### **1920/48 Updates**

**To receive updates on the following issues and consider next steps**

- a) **Changing Places.** Councillor Simpson updated the council that Bradford Council had advised that there may be a cheaper way of dealing with the electrical issues. The estimated cost for this is £23k. Currently a second opinion is being obtained on this reduced cost. There was discussion about possible sources of funding for Bingley Pool. Councillor Heseltine declared his interest at this point as he is a trustee of Bingley Pool. **Resolved** that Councillor Simpson arrange a meeting with the Friends of Bingley Pool to further discuss the installation of the Changing Places facility into Bingley Pool and for a progress report on the CAT.

- b) Consider delegating to the clerk in conjunction with the Chair of the Finance and General Purposes committee expenditure of up to £300 for additional promotional material for the market.**

**Resolved** to delegate to the Clerk in conjunction with the Chair of the Finance and General Purposes committee up to £300 for additional promotional market material.

#### **1920/49 Consultations**

- a) To consider the consultation survey document**
- b) To delegate consideration of consultations that the council may wish to run and expenditure of up to £1,500 to the Finance and General Purposes committee**
- a) The draft consultation document was discussed. **Resolved** to approve the consultation document.
- b) The consultation will need room bookings, survey monkey licence, materials printing etc. **Resolved** that expenditure of up to £1,500 be delegated to the Finance and General Purposes committee for the consultations, which will cover a consultation about council priorities to inform next years' budget, CIL priorities and the Neighbourhood Plan.

#### **1920/50 Neighbourhood Plan**

- a) To consider the cost of £200 for additional attendance of the Neighbourhood Planning consultant at meetings**
- a) **Resolved** to approve the cost of £200 (plus VAT) for consultant attendance at meetings.

#### **1920/51 Correspondence**

**To receive the following items of correspondence and decide on any action to be taken**

- a) E-mail about data protection fee.** The e-mail was noted.
- b) E-mail reply from Bradford Council about Bingley Music Live.** **Resolved** that the council was disappointed with the incomplete answers provided in the e-mail response and to invite Phil Barker from Bradford Council to the next full council meeting.
- c) Remembrance Sunday.** **Resolved** that the town council will carry out a litter pick before the parade and that the group be sent the grant application forms to apply for a grant. The request for a grant can be considered outside of the normal schedule of meetings for grants.
- d) Accessibility regulation e-mail.** The e-mail was noted. The clerk advised she had been in touch with the website provider about next steps.
- e) YLCA conference.** **Resolved** that Councillor Dawson will attend the conference.
- f) Philip Davies letter.** **Resolved** that the clerk will reply to the letter.

#### **1920/52 Committee minutes**

**To receive the following draft minutes:**

- a) Planning committee- June 2019**
- b) Finance and General Purposes committee- June 2019**

Both sets of minutes were noted.

#### **1920/53 Finance**

- a) **To receive the quarterly budget monitoring report. Resolved** to vire £500 from Regeneration and Tourism to IT Support.
- b) **To consider the June Schedule of payments. Resolved** to approve the June schedule of payments.
- c) **To consider whether the Administrative Officer be added to the bank mandate to view accounts. Resolved** that the Administrative Officer be added to the bank mandate to be able to view accounts.
- d) **To consider PAT testing for the cost of £35 plus VAT. Resolved** to approve PAT testing for the cost of £5 plus VAT.
- e) **To consider renewing the contract for laptop hardware support with Nevis at the cost of £75 per laptop. Resolved** to renew the contract with Nevis for hardware support for £75 per two council owned laptops.
- f) **To consider adding to the insurance the portable toilets for the Play in the Park events for the cost of £28. Resolved** to insure the portable toilets for £28.

The clerk noted that she had authorised emergency expenditure of £70.80 for replacement brackets for the floral display hardware.

**1920/54 To consider any promotional items that the Town Council wishes to publicise from this meeting**

**Resolved** to promote Play in the Park and the July market.

**1920/55 Date and location of next meeting**

To note the date of the next meeting as being Tuesday 30<sup>th</sup> July 2019 at Bingley Baptist Church.