

BINGLEY TOWN COUNCIL



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

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**MINUTES OF THE MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 30th JULY 2019 AT
6:30PM AT BINGLEY BAPTIST CHURCH, CLYDE STREET, BINGLEY, BD16 4LJ**

Start: 6:30pm

Finish: 9:10pm

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

In attendance: Ruth Batterley, Town Clerk

Members of the public: Seven, part of meeting

1920/56 Chair's Remarks

The Chair:

- Noted that there is a market on Saturday 03/08/2019
- A litter pick is taking place at Healey Lane on 10th August
- Thanked the councillors who had reported the overflowing bins to Bradford Council
- Noted the dates for the next Play in the Park events, 2nd 3rd August, 16th August and 23rd August
- Thanked the Bingley Rotary Club for the restoration of the benches in the town centre

1920/57 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 Malik.

Councillor Miah was not present.

1920/58 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 Heseltine declared his interest in item 1920/64 (e). He is a trustee of Friends of Bingley Pool. Councillors Dawson, Simpson, Holmes and Owen also declared their interest in this item, as they are members of the Friends of Bingley Pool.

1920/59 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.

1920/60 Minutes of previous meetings

- To confirm as a correct record the minutes of the Extraordinary Meeting held on 18th June 2019**
- To confirm as a correct record the minutes of the Ordinary Meeting held on 25th June 2019**
 - Resolved** to approve the minutes of the Extraordinary Meeting held on 18th June 2019.
 - Item 1920/39 should read that the Rotary Club were thanked for restoring the benches. Subject to this amendment **resolved** to approve the minutes of the Ordinary Meeting held on 25th June 2019.

1920/61 Previous agenda items

To receive information on the following ongoing issues and decide further action where necessary

- Play in the park**
- Dates for community consultations**
 - The success of the recent event was noted.
 - Resolved** to approve the following dates for the consultations:
 - **Saturday 07/09/19 – Bingley Market**
 - **Saturday 07/09/19- Arts Centre**
 - **Monday 09/09/19 – Eldwick Church, café area**
 - **Thursday 12/09/19 – COPWA**
 - **Monday 16/09/19 - Methodist Church**
 - **Tuesday 17/09/19 - St Wilfrid's, Gilstead,**
 - **Friday 20/09/19 – Cottingley Community Centre**
 - **Wednesday 25/09/18 Bingley Business Expo**

1920/62 Climate Emergency

- To consider the Climate Emergency Working Group Terms of Reference**
- To appoint councillors to the Climate Emergency Working Group, minimum of four**
- To elect the Chair of the Climate Emergency Working Group**
- To consider the non-councillors to be appointed to the Working Group**

- a) **Resolved** to approve the terms of reference for the Climate Emergency Working Group.
- b) **Resolved** to appoint Councillors Simpson, Williams, Drucquer and Brazendale to this Working Group and Councillor Dawson, should a fourth non councillor not be available.
- c) **Resolved** to appoint Councillor Simpson as Chair of the Climate Emergency Working Group
- d) **Resolved** to appoint Chris Dickerson, James Hinchcliffe and Ruth Quinn to the Climate Emergency Working group, subject to their being formally interested and not being subject to any of the statutory restrictions preventing non councillors from sitting on local council committees etc.

1920/63 Priestthorpe Annexe

a) To consider the report on the Priestthorpe Annexe

The report was considered.

Resolved

- Bingley Town Council writes to the trustees and solicitor dealing with this matter and asks the trustees to provide all the following information about the Trust and grant scheme within the next three months:
 - the name of the Trust and the grant scheme
 - the registration number of the trust with the Charity Commission and/or other appropriate bodies
 - what criteria will be used to award grants
 - how big an individual grant can be
 - the Trust's investment strategy, taking into account ESG criteria (environment and social impacts and governance)
 - where the sale proceeds from the Annex are invested
 - the Trust's governance arrangements
 - where and when the Trust's accounts will be published
 - what indemnity insurance has been purchased and at what cost
 - what will happen to the money if HM Treasury asks for reimbursement
 - who the members of the trust board are, why they're appointed, their term of office and their register of interests.
- **To make the following amendments:**
 - the £2000 granted to FOBP can be used to help with the process of asset transfer of the pool.
 - the trustees should not only be Bradford councillors but should include in their number representatives from Bingley (perhaps town councillors but not necessarily) who are not connected with Bradford Council to enable more diverse representation.
 - ensure that a deserving project with clear support from local people can receive a substantial grant from the capital as well as interest accrued.
 - to use 21st century boundaries to define Bingley and to consult on whether people wish the grant area to be Bingley centre, excluding Gilstead, Eldwick, Crossflatts, Micklethwaite and Cottingley, or for the grant area to mirror that of Bingley parish created in 2016.
 - the Trust will convene in Bingley, not Bradford City Hall, making the Trust more accessible.

- **To consider having discussions with Bingley Town Council about transferring the sale proceeds to the Town Council's stewardship.**
- there are considerable resource implications for the Town Council in managing a sum such as this, however if the Trustees indicated they would be prepared to have discussions about transferring the funds, the Town Council could decide whether or not to proceed and a full scoping exercise could be carried out.

1920/64 Toilets/office/Changing Places update

- To receive an update on the application for borrowing approval**
 - To consider any further requests for information from the Ministry of Housing, Communities and Local Government**
 - To receive an update on the tender process and take any appropriate action**
 - To consider allocating funds of up to £5,000 for a further electrical inspection of Bingley Pool**
 - To note reports of meetings held with the Friends of Bingley Pool and Changing Place campaigners
 - To consider contacting Bradford Council about the process of the pool CAT
 - To consider investigating possible funding opportunities for a modular Changing Places facility
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- The clerk advised that the application for borrowing approval had been made and there had been a request from Ministry of Housing Communities and Local Government for some supplementary information.
 - MHCLG asked the town council how it would afford to pay the loan should the town council in the future get into financial difficulty. **Resolved** that the town council reply advising that it would consider a combination of approaches should this situation arise. This would include cutting back on non-essential expenditure, using some of its reserves, exploring opportunities for grant funding and increasing the precept.
 - It was noted that the contract is out to tender and the closing date is 12th August. Four contractors have visited the site so far.
 - Item e was taken next. Councillor Simpson's report had been circulated prior to the meeting. It was noted that a meeting had been held with IHUS about a modular Changing Places facility as a possible option, should the site at Bingley pool prove unsuccessful. The reports of the meetings with Friends of Bingley pool and Changing Places were noted.
 - Resolved** that up to £5,000 be allocated from the Tourism and Regeneration budget for an electrical inspection at Bingley Pool. The Co-Chair of Friends of Bingley Pool updated the town council on progress with the CAT of the pool from Bradford Council to the Friends of Bingley Pool. She noted that Bradford Council had not provided the financial information they had committed to send, which had delayed the progress of the CAT and the whole project could collapse. She explained that Bradford Council had failed to understand that they were transferring both an asset and a service for the Friends of Bingley Pool were caught between two Bradford Council departments. The Co-Chair advised that the Friends of Bingley Pool will be writing formally to the town council requesting a meeting about a different approach to CATs in Bingley.

- f) **Resolved** that the town council write to Bradford Council asking that the Bingley Pool CAT be prioritised to enable completion and that an extension of the pool be funded by Bradford Council for one year to enable the transition from Bradford Council to the Friends of Bingley Pool to take place. It was further **resolved** to write to Bradford Council's Chief Executive requesting a meeting about the Bingley Pool CAT.
- g) **Resolved** that investigations will continue into possible funding opportunities for a Changing Place facility.

1920/65 Parish Online

- a) **To consider the report on Parish Online**
- b) **To nominate 3- 4 councillors to work on developing Parish Online**

Councillor Williams explained his paper and some of the ways in which Parish Online can be used to support and enhance the work of the town council. Councillor Dawson noted the powerful nature of this online tool and that a first step should be drawing up a protocol for its use.

Resolved that Councillors Owen and Brazendale will work with Councillor Williams developing the use of Parish Online for Bingley Town Council.

1920/66 Meeting Alex Ross Shaw

- a) **To receive notes of the meeting held with Alex Ross Shaw**
- b) **To receive the update about disabled parking 1920/66**
 - a) The meeting notes were noted.
 - b) **Resolved** to ask Bradford Council for more information about disabled parking in Bingley, notably usage of the disabled parking spaces and sufficiency of places.

1920/67 Public Space Protection Order Extension 2019

- a) **To consider any comment the town council may wish to make**

Resolved that the town council will make the comment that the order is to continue and the provisions are reasonable.

1920/68 Documents

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

- a) **Standing Orders Resolved** that the revised Standing Orders be approved.
- b) **Financial Regulations Resolved** that the revised Financial Regulations be approved.
- c) **Complaints policy Resolved** that the revised Complaints policy be approved.
- d) **To consider the revised Councillor Expenses policy. Resolved** that the revised Councillor Expenses policy be approved.

1920/69 Committee terms of reference and delegations to Staffing committee

- a) **To consider that all terms of refence for committees be amended to include delegations to the clerk. Resolved** that all committee terms of reference be amended to include delegations to the Clerk.

- a) **To consider the revised terms of reference for the Staffing committee. Resolved** to agree the revised terms of reference for the Staffing committee.
- b) **To delegate to the Staffing committee £1,200 from the training budget for matters concerning councillor access issues. Resolved** to delegate to the Staffing committee £1,200 for councillor access issues.

1920/70 Toadwatch

- a) **To consider if the town council will consider placing an item in the newsletter inviting expressions of interest to form a Toadwatch group**

Resolved that Councillor Barton will write an article to go into the upcoming town council newsletter. The Toadwatch group will be independent of the town council.

1920/71 Representation at meetings

- a) **To consider appointing a councillor as the Armed Forces representative for the town council**
- b) **To consider two additional councillors to attend the September Parish Council Liaison Meeting**
- a) **Resolved** that Councillor Winnard will be the Armed Forces representative for the town council.
- b) **Resolved** that Councillor Simpson will also attend the September Parish Council Liaison meeting.

1920/72 Correspondence

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

- a) **E mail from Bradford Council regarding street furniture painting. Resolved** that the town council will write to Simon Dvali requesting permission from the Shipley Area Committee to paint black the street furniture in Bingley and asking that this request be considered at the next Shipley Area Committee meeting in September. This painting of the street furniture black is to tidy the existing street furniture, for it to match the new street furniture and for it to identify and be more appropriate in the conservation area.
- b) **E-mail from Phil Barker about meeting to discuss Bingley Music Live.** It is not possible for Mr Barker to attend a town council meeting. **Resolved** that Councillors Dawson, Truelove and Winnard meet with Mr Barker.
- c) **Forest of Bradford e-mail.** Resolved that any suggestions for tree planting be forwarded to Councillor Simpson.
- d) **Air quality monitoring e-mails from Bradford Council and Leeds University. Resolved** that the e-mails be considered by the Climate Emergency Working Group and, that in the meantime, Leeds University be asked to provide suggested contacts.
- e) **Reply from Philip Davies about Climate Change. Resolved** that the letter be delegated to the Climate Emergency Working Group.

1920/73 Strategic Housing Market Assessment (SHMA)

- a) **To consider if Bingley Town Council should contact Bradford Council for an update on the SHMA**

This item was withdrawn as the SHMA has now been issued.

1920/74 Committee minutes

To receive the following draft minutes:

- a) Planning committee- July 2019
- b) Finance and General Purposes committee- July 2019

The minutes were noted.

1920/75 Finance

- a) To consider the refund of the bill from Councillor Truelove for electric plugs in the market square. Resolved to approve the payment for £50.09
- b) To consider the July Schedule of payments and receipts Resolved to approve the July payment schedule.
- c) To vire funds from the tourism and regeneration budget into the insurance budget The clerk explained that there is an overspend on the insurance budget. Resolved to vire £500 from the Tourism and Regeneration budget to the insurance budget.

1920/76 Exclusion of the press and public

To resolve that members of the press and public be excluded from item 1920/77, 1920/78 and 1920/79 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), during consideration of items of a confidential nature.

(Commercial pricing information- items 1920/77 and 1920/78, 1920/79- confidential support required from Bingley Town Council)

Resolved to exclude the press and public from items 1920/77 and 1920/78

1920/77 Gazebo

- a) To approve the recommendation of the Finance and General Purposes committee to purchase a 3m x 6m gazebo, with sides, from the Gazebo Shop for up to £890 and £23 for the weights.

Resolved to purchase a gazebo for up to £913 from the Gazebo Shop.

1920/78 Consultations

- a) To approve expenditure for the following items:

Councillor Heseltine declared an interest in this item as two of the printers who had provided quotations are his customers.

- Up to £834 plus VAT to hire display boards. Resolved to hire display boards from Main Event for £716 plus VAT.
- Wipe Clean board £80 plus VAT. Resolved to purchase a wipe clean board from Full Stop Studios for £80.
- Up to £1,190 for printing. Resolved that the order for printing of items for the consultation be placed with Richard Aldred for £1,006.40.
- Subscription to Survey Monkey - £300 plus VAT Resolved that a subscription to Survey Monkey be obtained for £300 plus VAT.
- Translating into Braille £116 plus VAT Resolved that an order be place with RNIB to translate the consultation document into braille for £116 plus VAT.

- **Feature in Bingley Directory £118. Resolved** that a feature about the consultation be placed in the Bingley Directory for the cost of £118.
- **Additional NALC leaflets £35 plus VAT. Resolved** that additional copies of the NALC Good Councillor Guide to Neighbourhood Planning be purchased up to the value of £35.
- **Room hire £423. Resolved** that rooms be hired for the consultations for up to £423.

The clerk noted that some of the costs for the consultation will come from the application for a Locality grant, should it be successful.

1920/79 Support from Bingley Town Council

- To ratify a letter of support from Bingley Town Council to Bradford Council**

Resolved to ratify a letter of support from Bingley Town Council to Bradford Council.

1920/80 To consider any promotional items that the Town Council wishes to publicise from this meeting

Resolved to promote the Climate Emergency Working Group, Priestthorpe Annex, Bingley Pool, the markets and Play in the Park.

1920/81 Date and location of next meeting

To note the date of the next meeting as being Tuesday 27th August 2019 at Crossflatts Community Centre, St Aidan's Square, Crossflatts, BD16 at 6:30pm