

# 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 24th SEPTEMBER 2019 AT  
6:30PM AT ST WILFRID'S CHURCH HALL, GILSTEAD LANE, GILSTEAD**

**Start: 6:30pm  
Finish: 9:00pm**

**Councillors Present: Barton, Brazendale, Drucquer, Goode, Holmes, Heseltine, Miah, Owen, Pennington, Simpson, Truelove and Williams.**

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

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

### **1920/111 Chair's Remarks**

In Councillor Dawson's absence Councillor Owen chaired the meeting.

- It was noted that the annual report had now gone out. There had been small problems with some of the copies and office staff are in contact with the delivery company concerning areas that are yet to be leafleted.
- Councillor Owen thanked all councillors who had been involved in the consultations.
- She noted that the meeting had been held with Friends of Bingley Pool. The meeting was positive and FOBP are making good progress with the CAT and have a strong team of volunteers working on the transfer.

### **1920/112 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 Dawson.

**Resolved** to approve the reasons for absence for Councillor Clough.

**Resolved** to approve the reasons for absence for Councillor Winnard.

Councillor Malik was not present.

### **1920/113 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.**

Councillors Heseltine and Holmes declared their interest in item 1920/116. They are trustees of the Friends of Bingley Pool. Councillors Simpson and Owen declared their interest in this item also, as they are members of the Friends of Bingley Pool.

No written requests for dispensation had been received.

#### **1920/114 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. No member of the public wished to speak.

#### **1920/115 Minutes of previous meetings**

**To confirm as a correct record the minutes of the Ordinary Meeting held on Tuesday 27<sup>th</sup> August.**

**Resolved** to approve the minutes of the Ordinary Meeting held on 27<sup>th</sup> August 2019.

#### **1920/116 Bingley Pool**

##### **a) To consider an update on the discussions with the Friends of Bingley Pool**

It was reported that new trustees to the Friends of Bingley Pool had been appointed. The transition work has begun, meetings held with Bradford Council and grant sources of funding identified. Stage 2 of the CAT should be completed by 23<sup>rd</sup> October. FOBP had made various requests of the town council:

- To work in partnership
- A small annual financial commitment
- To participate in a Bingley Community Share Scheme
- An offer was made of office space to the town council

There will be a written report at the October full council meeting.

#### **1920/117 Market**

- To scope out a Community Engagement/ Events Manager to lead on the market and other events. Resolved** that the Staffing Committee be delegated with scoping out a Community Engagement/ Events Manager on a contract basis.
- To receive the risk and resource assessment for markets in 2020-2021.** The updated risk and resource settlement was tabled at the meeting, along with the notes of the market meeting from the previous Friday. There was discussion about providing more than nine markets.
- To consider markets for Bingley next year. Resolved** that the town council will provide eleven markets next year, starting in February.
- To consider costs of up to £5,000 to provide nine markets next year. Resolved** to agree up to £5,000 for eleven markets next year. The money will be taken from the Tourism and

Regeneration budget and will spread across two financial years. The money is to cover market licence fees, entertainers, marketing and promotion, a marquee and tables and chairs.

- e) **To consider councillors attending first aid training for the cost of £50 per session. Resolved** that Councillors Barton and Miah attend First Aid training with Chris Leleux for the cost of £50 each.

#### **1920/118 Bingley Music Live**

- a) **To receive an update on the meeting with Bradford Council about Bingley Music Live**
- b) **To receive an update on the Bingley Weekender event**

- a) The notes from the meeting with Bradford Council had been circulated with the meeting papers.
- b) An update from the president of the Bingley Rugby Club was included in the meeting papers.  
**Resolved**
- c) that the president of the Bingley Rugby Club be contacted to find out the proposals for next year.

One member of the public left the meeting.

#### **1920/119 Christmas**

- a) **To receive an update on lights for Crossflatts.** It was noted that Bradford Council has advised that Christmas lights cannot be erected in Crossflatts owing to the age and construction of the lampposts. Councillor Pennington advised he will speak with the relevant Bradford Council officer to see if this restriction can be waived. The clerk asked that this information be provided by Friday 4<sup>th</sup> October so that councillors leading on Christmas lights will have enough time to firm up the lights' proposal for the October full council agenda.
- b) **To investigate installing additional lights in Bingley.** It was noted that Bingley has had new lights funded by the town council in the previous three years. A proposal will be brought next year for additional Christmas lights in the centre of Bingley.
- c) **To receive an update on the Christmas tree.** The clerk advised that the Bradford Council notification of Christmas tree costs had come too late for this agenda. There was discussion about the costs of different sized trees and the council agreed that it would consider formally approving the cost for the 25-foot tree at its October meeting. The Chamber of Trade is to be asked to contribute to half of the cost.
- d) **To consider a school Christmas light competition for the cost of £245 plus VAT, plus extra costs of £310 for installing etc.** The clerk noted that the cost should read £250 and the £310 will be required only if a lamppost that has not had a feature is used. **Resolved** that £250 be agreed for a Christmas light provided by Festival Lights and up to £310 for installation etc if needed.
- e) **To consider delegating to the clerk £200 in consultation with the Chair of the council for the school light competition, prizes etc. Resolved** to delegate to the clerk £200 in consultation with the Chair of the council for the school light competition for prizes etc.

#### **1920/120 Audit**

- a) **To receive the externally audited Annual Governance and Accountability Return**
  - b) **To approve the recommendation of the Finance and General purposes committee to appoint the internal auditor, Diane Brown for two visits at the total cost of £330 plus mileage**
- a) The Annual Governance and Accountability Return had been returned by the external auditor PKF Littlejohn. Bingley Town Council has received a clean report.

- b) **Resolved** that Diane Brown be approved as external auditor for two visits for the total cost of £330 plus mileage.

#### **1920/121 Projector**

- a) **To consider the offer of a projector**
- b) **To consider purchasing a bulb for the projector at the cost of £191.48 (plus VAT and delivery)**

This item was withdrawn until a future meeting.

#### **1920/122 Remembrance Parade**

- a) **To consider the purchase of a Remembrance wreath for £25**
- b) **To consider any support that the town council may offer for the Remembrance event**
- a) **Resolved** to purchase a Remembrance Wreath for £25.
- b) **Resolved** that Councillor Drucquer will provide marshalling support and Councillors Simpson, Goode and Holmes will run the litter pick in the market square.

#### **1920/123 Death of senior member of state**

- a) **To approve the recommendation of the Finance and General Purposes Committee to purchase items for up to £500**

**Resolved** that items of total value of up to £500 be purchased. This includes mounted photographs, uploading digital images to the town council website and black arm bands.

#### **1920/124 Town council notice boards**

- a) **To review the use of local notice boards and identify the councillor responsible for updating the town council information around the parish**

**Resolved** that the following councillors be responsible for updating notice boards:

Councillor Truelove- Eldwick

Councillor Drucquer- Crossflatts

Councillor Pennington- Micklethwaite

Councillor Goode, Lidl board, town centre and Arts Centre

Councillor Simpson- Library and Chapel Lane

Councillor Barton- Park Road

Councillor Owen- Gilstead

#### **1920/125 Updates and consultations**

**To receive updates and consider any further action to be taken:**

- a) **Puffin Crossing** - Councillor Heseltine advised that he is awaiting a reply from Bradford Council Highways Department about when the work will start
- b) **Street furniture painting.** The clerk advised that the permission for the project can be given by a senior member of Bradford Council staff. Councillor Heseltine will request an update.
- c) **Consultations.** It was noted that 264 residents had completed the survey. There was discussion about extending the deadline for the survey, but this would not enable the results to be fed into the budget setting process.

- d) **Brexit.** The replies from Bradford and Leeds City Councils had been circulated on the appendix to the meeting and were noted. Councillor Simpson left the meeting at 8:25pm and returned at 8:26pm.
- e) **Consultation on proposed reforms for permitted development rights to support the deployment of 5G and extended mobile coverage. Resolved** to make no comment on this consultation.

The remaining two members of the public left the meeting.

#### **1920/126 Finance**

- a) **To consider the September 2019 Schedule of payments. Resolved** to approve the September schedule of payments.
- b) **To note receipts.** The receipts were noted.
- c) **Survey Monkey.** The clerk advised that the Survey Monkey license was £320 not £300. She also noted that she had used Financial Regulation 4.5 to authorise the purchase of new pad locks for the gate at Beck Lane.

#### **1920/127 Committee Minutes**

**To receive draft minutes for:**

- a) **Planning committee**

The draft minutes were noted.

**1920/128 To resolve that members of the press and public be excluded from item 1920/129 (a), 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)**

**Resolved** that the press and the public be excluded for reasons of commercial pricing information regarding prices for the town council tender for the Council office/toilet.

#### **1920/129 Council office/toilet**

- a) **To receive an update on the Council office/toilet.** The clerk advised of the range of prices from interested contractors for the office toilet project. An alternative layout was discussed.
- b) **To consider the town council allocating some of its reserve for completion of the project**
- c) **To consider a revised design specification for the cost of £675 Resolved** that a revised design specification be arranged with Bowman Riley the town council project manager, for the cost of £675 plus VAT.

**1920/130 To consider any promotional items that the town council wishes to publicise from this meeting**

**Resolved** that the Christmas light competition, The Annual Governance and Accountability Return, thanks to all who had attended the consultations, the plans for the markets next year and supporting the Remembrance Day event, be publicised.

#### **1920/131 Date and location of next meeting**

To note the date of the next meeting as being Tuesday 29th October at Cardigan House, Ferncliffe Road BD16 at 6:30pm