

# BINGLEY TOWN COUNCIL



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

## MINUTES OF THE MEETING OF BINGLEY TOWN COUNCIL HELD AT BINGLEY METHODIST CHURCH, HERBERT STREET, BINGLEY ON TUESDAY 21ST JANUARY 2020

Start: 6:30PM  
Finish: 8:50PM

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

**In attendance:** Ruth Batterley, Town Clerk, Paul Sullivan Bingley Rural Councillor

**Members of the public:** three

### 1920/198 Chair's remarks

- The Chair thanked Councillors Goode and Truelove for their involvement in the Christmas lights and Tree Festival at the parish church
- She noted that the next litter pick is on 8<sup>th</sup> February and the first market of the year is on the 1<sup>st</sup> February
- The Environmental Warden, Lee Matthews, will start on 3<sup>rd</sup> February
- The Chair thanked all councillors who had attended meetings with outside organisations on behalf of the council

### 1920/199 Apologies for absence

- a) To note apologies for absence
- b) To receive and consider apologies for absence
- c) To approve reasons for absence

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

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

### 1920/200 Disclosures of interest

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary interest
- c) To grant any requests for dispensation as appropriate.

None.

### 1920/201 Minutes

**To approve the minutes of the meeting held on Tuesday 17<sup>th</sup> December 2019**

**Resolved** to approve the minutes of the meeting held on 17th December 2019.

### 1920/202 Public Participation

Members of the public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the council. However, they may not speak during the rest of the meeting unless specifically invited to do so by the Chairman.

A member of the public advised that he's been in contact with the responsible police inspector about burglaries in Eldwick. The local Neighbourhood Watch Group is involved.

### 1920/203 Budget 2020-2021

- a) **To consider suspending Standing Order 7- previous resolutions. Resolved** to suspend Standing Order 7.
- b) **Depending on the resolution of the committee to re-open discussions into the to the draft budget.** The council discussed the revised budget which had been altered to allow the extra items to be included in the council office/toilet. The overall budget had not been increased.
- c) **To agree the budget for Bingley Town Council 2020-2021. Resolved** to agree the Bingley Town Council budget for 2020-2021 as £259,150. This contains the ear marked reserves of £12,071 for the allotments, £17,801 for elections, £20,000 for the new building reserve and £46,749 contingency.
- d) **To set the precept for Bingley Town Council for 2020-2021. Resolved** to set the precept for Bingley Town Council as £173,158. This is £20.13 per Band D property.

### 1920/204 Priorities/funding

- a) **To consider the report on priorities for the Town Council and Bingley parish.** The report had been circulated prior to the meeting. **Resolved** to:
  1. Communicate the breadth of the town council's planned work to Bradford Council, WYCA and the local MP
  2. To explain in this communication the issues at the top of resident priorities are; keeping open Bingley pool, improving green spaces, particularly Myrtle Park
  3. Requests all organisations and individuals inform the Town Council of any pots of funding which the Town Council could apply for or suggest that an application is made by other organisations in the parish.
  4. Write to the Communities Secretary, copying in the Shipley MP, to ask if Bingley can be one of those to receive support from the Town Fund.

### 1920/205 Warden

- a) **To consider initial arrangements for the Warden to meet with Town Councillors.** Councillor Winnard advised the Town Council that the warden, Lee Matthews is due to start with the council on 3<sup>rd</sup> February. A ward visit form for councillors had been circulated with the meeting papers. Councillors were asked to contact the Clerk with suitable times for joint visits with the warden.
  - **Resolved** to approve the setting up of the e-mail address for £18 and First Aid training for £50.

### 1920/206 Climate Emergency Working Group

- a) **To receive the latest set of draft minutes from the Working Group.** The minutes were noted.
- b) **To consider appointing Lewis Kirdale to the Working Group. Resolved** to appoint Lewis Kirdale to the Working Group.
- c) **To consider the recommendation of the Working Group to:**
  - **Write to the MP about Climate Emergency. Resolved** to write to the MP about climate emergency.
  - **Write to Bradford Council requesting that it promotes the anti- idling campaign,**

**requesting that the two local secondary schools share their anti-idling campaigns.**

**Resolved** to write to Bradford Council requesting that it promote the anti-idling campaign and to the local secondary schools requesting information about their anti-idling campaigns

- **To receive the risk and resource assessment for a Climate Conversation.** The risk and resource assessment was noted.
- **To consider agreeing a Climate Conversation in principle. Resolved** to agree a Climate Conversation in principle. The Clerk advised that the Town Council has the General Power of Competence for this activity.
- **To consider supporting the Local Energy Bill. Resolved** to support the Local Electricity bill.

#### **1920/207 Police issues**

- a) **To consider information about issues in Bingley.** Councillor Holmes updated the council on issues at the Five Rise Shopping Centre with local youths.
- b) **Resolved** that the Chief Superintendent be invited to the February full council meeting to discuss concerns, the two local secondary schools advising that the problem still continues and request the Library Service to take firmer action against offenders.

#### **1920/208 District Councillor update**

- a) **To receive an update from District Councillors.** Bradford Councillor Paul Sullivan spoke of death and injury on roads, the Sun Inn being an Asset of Community Value and the March Cote Lane planning application leading to further congestion on Cottingley roads. The Bingley ward councillors updated the council on Lidl being required to install adequate drainage and other measures, improved tree planting across the district, speed checks in Eldwick and virtual parking permits.

#### **1920/209 Meeting dates**

**To consider dates for the:**

- a) **Annual Meeting of the Council. Resolved** to hold this meeting at 6:00pm on Tuesday May 26<sup>th</sup> at 6:00pm
- b) Annual Town Meeting. **Resolved** to hold this meeting on 18<sup>th</sup> May at 6:00pm
- c) June full council meeting. **Resolved** to hold this meeting on Tuesday 23<sup>rd</sup> June 2020.
- d) Frequency of meetings. **Resolved** that Councillor Owen will draft a short report.

#### **1920/210 Traffic issues**

- a) **To consider the e-mail from a local resident about speeding. Resolved** that the resident be replied to advising that the Town Council has allocated monies for road safety in the budget for 2020-2021 and certain information from CBMDC is still required. The Town Council will also request that the police arrange more speeding patrols near Beckfoot School.
- b) **Resolved** the Town Council will request that a 30-mph zone be implemented from Cottingley Bridge to Cottingley Bar
- c) **Traffic issues on Millgate.** Councillors Holmes and Heseltine updated the meeting. There have been no serious accidents here.

#### **1920/211 Policies**

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

- a) **The Financial risk assessment. Resolved** to approve the financial risk assessment policy.
- b) **Procurement policy. Resolved** to approve the procurement policy.

#### **1920/212 Market**

- a) **To approve the licence for the market at £100 for the initial licence cost and £25 per market**

**Resolved** to approve the £100 initial licence cost and £25 per market thereafter.

#### **1920/213 Play in Park**

- a) **To consider the risk assessment for the suspension of the financial regulation requiring that three quotations for the Play in the Park Scheme are obtained.**
  - b) **To consider the reason for the recommendation being that Bradford Council provide the full service. There are no other providers of this full service**
  - c) **To consider the cost of six Play in the Park events as being £3,600**
  - d) **To consider the cost of a mobile Changing Places facility for £395.00**
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- a) The risk assessment for the suspension of financial regulation 11h requiring that three quotations be obtained had been circulated prior to the meeting. **Resolved** to suspend financial regulation 11h for the reason that Bradford Council provides the full service and there is no comparable supplier.
  - b) **Resolved** to agree that Bradford Council provide the Play in the Park events for 2020.
  - c) **Resolved** to approve the cost of £3,600 for six Play in the Park events
  - d) **Resolved** to approve £395 to Mobiloo for a mobile Changing Places facility

**1920/214 To receive updates together with information about consultations, events and correspondence. To consider any further action to be taken:**

- a) **CBMDC Regulatory and Appeals Committee. Resolved** that Councillors Dawson and Owen will attend the meeting.
- b) **Street Furniture Painting. To request an urgent meeting with responsible Bradford Council Officers and Councillor Ross Shaw. Resolved** that a meeting will be requested with CBMDC. Councillors Owen, Truelove and the Clerk are to attend, together with Councillors Dawson and Winnard,
- c) if they're available.
- d) **Discussions with Bradford Council about events in lieu of Bingley Music Live.** The meeting is yet to be held.
- e) **Friends of Bingley Pool.** Councillor Heseltine advised that a meeting is being held between FOBP and CBMDC on 22/01.
- f) **Letter from Leeds Bradford Airport. Resolved** to delegate the letter to the Climate Emergency Working Group.

#### **1920/215 Reference books**

**To consider the purchase of the revised Local Council Administration and The Clerks' Manual for the total cost of £151.49, plus postage.**

**Resolved** to purchase the reference books from SLCC for the total cost of £151.49, plus postage.

#### **1920/216 Minutes**

**To receive draft minutes for:**

- a) **The Planning committee**
- b) **The Finance and General Purposes committee**

Both sets of minutes were noted.

### 1920/217 Finance

- a) **To consider the January schedule of payments.** The Clerk noted that an additional payment of £336 had been included to CBMDC for rates for Jubilee Gardens. **Resolved** to approve the January schedule of payments.
- b) **To note receipts.** Receipts were noted.
- c) **To consider the monthly budget monitoring report.** The monthly budget monitoring report had been circulated, along with explanations of material variances. There were no questions on either. **Resolved** to approve the monthly budget monitoring report.
- d) To consider the purchase of additional grit bin stickers for the cost of £30. **Resolved** to approve the purchase of additional grit bin stickers for the cost of £30.
- e) **To consider the direct debits for the photo copier for the cost of £225 per quarter, plus VAT for the lease of the machine and variable amount for the service charge, depending on the number of copies.** **Resolved** to approve both direct debits. The Clerk noted that there is a one-off service charge of £169, plus VAT as a facility fee.
- f) **To consider anti-virus for three council laptops for the cost of £30 set up charge, plus £6 per month, plus VAT.** **Resolved** to approve the provision of anti-virus by Nevis for £6 per month, plus a setup fee of £30

### 1920/218 Clerk report

- a) **To receive the Clerk report.** The report was noted.

### 1920/219 To consider any promotional items that the Town Council wishes to publicise from this meeting

**Resolved** to promote the budget and precept for next year, the warden, dates of annual meetings, anti-idling campaign, climate conversation, Play in the Park, grit bins and street furniture.

### 1920/220 To resolve that members of the press and public be excluded from items 1920/221/222 Under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature. (Commercially sensitive pricing information)

**Resolved** to approve that members of the press and public be excluded from the meeting for items 1920/221 /222 due to confidential pricing information about a contract to be awarded and the quotations for the provision of portable toilets.

### 1920/221 Council office/toilet

- a) **To consider the tender analysis and tender reports from Bowman Riley.** Councillor Holmes advised the council that the revised tender had been sent to four contractors; one had declined to re-tender, resulting in three bids. The lowest price came from Building Projects Group but further costs are still awaited from them. **Resolved** to approve the tender reports and analysis.
- b) **To consider which contractor to appoint in principle.** **Resolved** to appoint Building Projects Group in principle, pending clarification of some items of small expenditure.

### 1920/222 Toilets- Play in Park

- a) **To consider the cost of portable toilets at Play in Park events for the cost of up to £1110, plus VAT.** **Resolved** to appoint Retrac for the provision of portable toilets at the Play in the Park events for the cost of £1,080, plus VAT.

### 1920/223 Future meetings

**To note the date of the next meeting as being Tuesday 25<sup>th</sup> February at St Wilfrid's Church, Gilstead.**