

# BINGLEY TOWN COUNCIL



Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

## MINUTES OF THE REMOTE MEETING OF BINGLEY TOWN COUNCIL HELD ON TUESDAY 27th OCTOBER 2020

Start: 6:30PM

Finish: 8:45PM

**Councillors present:** Barton, Clough, Dawson, Drucquer, Goode, Heseltine, Malik, Owen, Pennington, Simpson, Truelove Williams and Winnard.

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

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

### 2021/143 Chair's remarks

- The Chair thanked councillors, staff and former councillors who had worked on the Hub. Particular mention was made of Councillors Simpson, Williams, Goode and Truelove and former councillor, Richard Holmes
- The temporary Administrative Officer appointment will be made at the November Staffing committee meeting.
- The next market is being held on November 7<sup>th</sup>. Councillors Simpson, Dawson, Goode and Winnard were thanked for their support with the market.
- The Chair informed the council she will be the Town Council representative at the Remembrance Service being held at All Saints Church on 8<sup>th</sup> November

### 2021/144 Apologies for absence

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

Councillor Miah was not present.

### 2021/145 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.

There were none.

### 2021/146 Minutes

**To approve the minutes of the meeting held on Tuesday 29<sup>th</sup> September 2020**

Minute 2021/139 should read that the order is to be placed with Ison Harrison and item 2021/130 should read 'its' in the second sentence. Subject to this:

**Resolved** to approve the minutes of the meeting held on 29<sup>th</sup> September 2020.

### **2021/147 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 who is a trustee of the Friends of Bingley Pool advised that he was not speaking on behalf of the Friends of Bingley Pool and commented that the Town Council should dismiss the option of putting a Changing Places facility into the pool as it may not be possible to site the facility there.

Councillor Heseltine joined the meeting at 18.42.

### **2021/148 Council Hub**

- a) **To form a Facilities Management subcommittee for the management of the Hub.** It was noted that a Facilities Management subcommittee to run the Hub needs to be formed. Terms of reference will be brought to a future meeting. **Resolved** to appoint Councillors Goode, Truelove and Williams to the subcommittee.
- b) **To nominate named councillors to respond to CCTV incidents.** **Resolved** that Councillors Drucquer, Owen and Winnard be the named councillors.
- c) **To update the CCTV policy with information about named councillors.** **Resolved** Councillor Owen will update the policy. Councillor Heseltine left the meeting at 18:49.
- d) **To consider an update on the Hub/public toilet opening.** The public toilets are now open. Cost is 20p, they are being cleaned three times a day and are Covid secure. The fire risk assessment is awaited, an issue with the legionella risk assessment has been raised with CBMDC and Building Projects Group. Carlton Nursery is still to fill the planters outside the Hub
- e) **To ratify the decision to purchase CCTV signs from Jess Wright Graphics for the Hub for the cost of £68, plus VAT.** **Resolved** to ratify the decision to purchase the signs.
- f) **To ratify the purchase made by Councillor Pennington of the safe for the Hub for the cost of £250.** **Resolved** to ratify the purchase of the safe by Councillor Pennington for the cost of £250.
- g) **To purchase a microwave for the cost of up to £60.** **Resolved** to purchase a microwave for up to £60.

### **2021/149 Council committee appointments**

- a) **To elect a councillor to the Finance and General Purposes committee.** **Resolved** that Councillor Winnard be appointed to this committee.
- b) **To elect a councillor to the Staffing committee.** **Resolved** Councillor Clough be appointed to this committee.

### **2021/150 Updates**

**To consider updates on:**

- a) **The market.** An update was received. A substantive item will be brought to a future meeting about markets for next year.
- b) **The Community Partnership meeting.** The update was noted.
- c) **Meetings with the Police.** Meetings are to be resumed with the police liaison group.
- d) **Staff appointment.** An appointment has been made and will be ratified at the Staffing committee meeting on 2<sup>nd</sup> November.
- e) **Co-option.** Five expressions of interest have been received. The co-option meeting will take place on 17<sup>th</sup> November.
- f) **The newsletter.** Councillors Heseltine, Dawson and Owen didn't receive a newsletter.

### **2021/151 Planning White Paper consultation**

- a) **To adopt the Baildon Town Council response to the White Paper**
- b) **To endorse the Keighley Town Council response to the White Paper**

**c) To nominate councillors to meet with the MP about the consultation**

**Resolved** that an extension for comment until after the November full council meeting be requested from MCHLG.

**2021/152 Correspondence**

**To consider the following items of correspondence**

- a) **E-mail from a resident about Ireland Bridge. Resolved** to write to the Highways Department raising concerns.
- b) **E-mail from Rev Weaver about Trinity Community Kitchen. Resolved** that a response will be sent asking for evidence of need that is supplied by the kitchen, the suggestion to develop a Facebook page and if a charitable trust is created, whether a councillor representative be useful.

**2021/153 Remembrance Sunday**

- a) **To receive the e-mail from The Bingley Remembrance Group. Resolved** to write to the group, thanking them for their work and noting that the poppy appeal is still being run and will be included in the council's publicity from this meeting.
- b) **To consider the purchase of a wreath for the cost of £25. Resolved** to purchase a wreath for £25.

**2021/154 Proposed base station installation at Cottingley Cliffe Farm**

- a) **To consider any comment the Town Council may wish to make on the proposed installation. Resolved** to make no comment on this application.

**2021/155 Covid response (Councillor Dawson)**

- a) **To receive an update on support for the community during the pandemic.** The update had been provided as part of the item on the Community Partnership. **Resolved** that Councillor Owen will speak with the Bingley Ward Officer about cards with contact details for support during the pandemic to be distributed throughout the parish.

**2021/156 Funds from sale of Priestthorpe Annexe**

- a) **To consider the report on the funds from the sale of the Annexe**

**Resolved**

- a) To request the accounts from the trustees (Bradford Council's Regulatory and Appeals Committee), also information about how and when groups in Bingley can apply in 2021 for funds, how much they can apply for, an update on the amalgamation of the funds with two other funds administered by Bradford Council, update on progress with Charities Commission for permission to expand the geographical area to include Bingley Grammar School and other schools in Bingley parish.
- b) To contact the developers for an update on the timetable for the site development and when a time capsule could be buried
- c) The Town Council to make public the contents of the time capsule.

**2021/157 Finance**

- a) **To consider the October schedule of payments. Resolved** to approve the October schedule of payments.

- b) **To note the payments made under contract to Building Projects Group, Bowman Riley and Bradford Community Payroll.** The payments made under contract to the following organisations were noted: Building Projects Group- £33,432.31, Bowman Riley, £3,300 and Bradford Community payroll, £8,265.35
- c) **To note receipts.** The receipts were noted.
- d) **Monthly budget monitoring report. Resolved** to approve the report. There were no questions on the report.
- e) **To review the direct debit for the Clerk phone.** The direct debit with O2 was reviewed. It was noted that bills are generally between £13 and £17.
- f) **To close the Unity Bank savings Account. Resolved** to close this account.

**2021/158 Clerk report**

- a) **To receive the Clerk report.** There were no questions on the report which was noted.

**2021/159 Committee minutes**

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

- a) **Planning committee – October draft minutes attached**
- b) **Finance and General Purposes committee- October draft minutes attached**

The minutes were noted.

**2021/160 To consider any promotional items that the Town Council wishes to publicise from this meeting**

**Resolved** to publicise arrangements for Remembrance, the Poppy Appeal, market, opening of toilets and working with the community partnership group. All were in favour.

**2021/161 To resolve that members of the press and public be excluded from items 2021/162 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature. (Commercial sensitivity for furniture costs)**

**Resolved** to exclude members of the public from item 2021/162 due to commercially sensitive pricing information.

**2021/162 Purchase of office furniture**

- a) **To consider the purchase of office furniture for up to £3,000**

**Resolved** to purchase furniture from Corporate Office Furniture Ltd for the cost of up to £3,000, plus VAT. The clerk noted that the monies for the furniture would come from the CBMDC 5K.

**2021/163 Date of the next meeting**

**To note the date of the next meeting as being Tuesday 17th November at 6:30pm**