

# BINGLEY TOWN COUNCIL



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

## Minutes of the Full Council meeting of Bingley Town Council held on Tuesday 6<sup>th</sup> December 2022 at 6.30pm at Bingley Baptist Church, Clyde Street, Bingley

Councillors present: **Barton, Clough, Fenton, Gibbons, Goode, Heseltine, Malik, Truelove, Williams, Winnard**

Councillors absent: Beckwith, Carney, Dawson, Drucquer, Kirdale, Miah

In attendance: Eve Haskins (Town Clerk), Nicola Mansfield Smith (Deputy Clerk)

Members of the public: Three (including Shanaz Gulzar, Creative Director of Bradford Council's City of Culture 2025 Team)

**Meeting commenced at 6.30pm.**

### **2223/159 Chair's remarks**

Noted the following remarks from the Chair:

- Yorkshire Water have now lifted the hosepipe ban.
- The Remembrance Day parade went very well and was well attended: many thanks to Councillor John Goode and all the volunteer litter pickers for the litter pick prior to the parade.
- November and December markets have now taken place, and the Christmas lights switch-on event with a market delivered in conjunction with Bingley Chamber of Trade.
- The Town Council has organised Christmas trees for the town centre, Eldwick and Gilstead.
- Bradford Council's Regulatory and Appeals Committee have taken positive steps forward with the 1887 Alfred Sharp Bingley Educational Trust, having agreed to distribute the funds for this Trust locally in the old Bingley Improvement district. £30,00 to each of the six schools in the area, and a discretionary fund open to all of £40,000. An application process to access the funds is being developed with the application panel being made up of the three Bingley Ward Councillors, one Bingley Rural Ward Councillor and one Bingley Town Councillor. Councillor Winnard reported that £2,500 has been deduced from the fund for legal costs, due to lack of capacity in Bradford Council's Legal Department; however the Trustees have requested that this is refunded.

### **2223/160 Apologies for absence**

Apologies received, and the reasons for absence approved, from Councillors Beckwith, Drucquer, Kirdale and Miah.

### **2223/161 Disclosures of interest**

None received.

No written requests for dispensation had been received.

### **2223/162 Minutes of previous meetings**

**Resolved** to approve the minutes of the Full Town Council meeting held on 25<sup>th</sup> October 2022 as a true and correct record, subject to the correction that 2223/142d should state Bingley Grammar School, not Bradford Grammar School.

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Chair.....

Date.....

**2223/163 Confidential items due to be discussed after item 2223/181**

**Resolved** that no further agenda items to be discussed in confidence following the exclusion of the press and public in agenda item 2223/181, due to their sensitive nature.

**2223/164 Public Participation**

1. Bingley Music Town:

A representative from the local initiative group Bingley Music Town informed the Town Council of their work as a community building exercise to get local people interested in music and musicians, to prepare in part for Bradford City of Culture 2025. Constituted last month, the group has 19 members, all local people who aim to make Bingley a place where music will be celebrated. They would like to see more music in Market Square, and the Myrtle Park bandstand, as well as have more celebration of the music in the local theatre, pubs, etc. It is an initiative to pull together the existing musicians in the town, including the church bell ringers, the Operatic Society, and several choirs. The group meet on second Wednesday of month, with a view to the meetings taking place at different times and at different venues across the district, to get people to network. It is a similar idea to music cities (e.g. Liverpool, Austin, Texas), to take that model and do it on a small local level. The group will be coming to the Town Council for a start up grant at some point.

2. Warm Spaces, markets, planning application:

A member of the public reported that there were now at least three Warm Spaces in Bingley, and noted that the recent monthly Farmers' Market only had around seven stalls, whereas Bradford Council's Artisan Market has 15. The Chair advised that the future of the Town Council Farmers' Market is due to be discussed at this meeting. The member of the public also queried whether the Town Council will be objecting to the application for a 5G mast adjacent to Eldwick roundabout. Councillor Clough, Chair of the Planning Committee, stated that this application has not yet been received by the Town Council, and when it does it will be assessed at the next meeting and a decision taken by the Committee whether to object or not.

**2223/165 Representation from Bradford City of Culture 2025 Team**

Representation was received from Shanaz Gulzar, Creative Director of Bradford Council's City of Culture 2025 Team, as follows:

- Plans for the City of Culture 2025 will be made throughout 2023, 2024 and 2025, to make opportunities for artists to grow skills in time for 2025.
- The granting of the successful bid to Bradford was the first time the City of Culture had been opened out to larger conurbations, and the first time that the leadership team were already part of the district.
- Four themes helped Bradford to win the bid:
  - 'Coming of age': Bradford is the youngest city in UK, where one in three residents is under 20 years of age, which is a significant identity which will drive the future.
  - 'Everything is connected': Including science, technology, engineering, arts and maths; the Team demonstrated that the arts are about critical thinking, imagination etc.
  - 'City of the world': Bradford as a city has welcomed people from all over the world, and also want to celebrate what the city and district has given to the world.
  - 'Welcome Home Sexy': The graffiti near Bradford Interchange shows what Bradford is - imaginative, independent, with a DIY culture and attitude, the Bradford way of doing things.
- UK City of Culture brings attention and positive media, and Bradford won this as it demonstrated the need, the ambition and the imagination.
- Team currently consists of three people, which will be expanding to 70-80 people.
- Next year the Team will be undertaking research and development regarding the community, neighbourhoods, etc. 2024 will be a precursor of what the City of Culture year will be like, and it is planned that activities will take place every weekend in 2025 with the wider community.

- The Town Council asked how they could be involved, to ensure that Bingley takes part in the celebrations and were advised to keep in touch with the Team, inviting them to meetings and joining sessions on how to link. There will also be Neighbourhood Ambassador type roles, to look at embedding artists and fresh talent. Existing groups in Bingley, such as the theatre group, will be connected with to explore opportunities.

**The Chair thanked Shanaz Gulzar for her attendance; Shanaz Gulzar left the meeting at 7.20pm.**

**2223/166 Ongoing items**

- a) Bingley Pool:

No updates received.

- b) Changing Places toilet facility:

Councillor Williams provided the latest update that the workmen still need to carry outstanding snagging work before this facility can be signed off; the facility also needs to be registered with Muscular Dystrophy UK (MDUK) before it can be opened to the public.

- c) Climate Emergency:

**Resolved** to agree to contact Yorkshire Water again regarding the preservation and protection of the peat on Bingley Moor.

- d) Speed Indicator Devices (SIDs):

**Resolved** to agree that Councillor Heseltine to investigate the relevant lamppost numbers in the suggested locations for the SIDs, to send to Bradford Council for their assessment.

**2223/167 Finance**

**Resolved** the following:

- To approve the schedule of payments for December/November 2022.
- To agree the bank reconciliations for November 2022.

**2223/168 Emergency Support Sub Committee**

**Resolved** to receive the following update from the Emergency Support Sub Committee, as reported by Councillor Heseltine: an informal briefing meeting was held with Bradford Council's Emergency Planning Manager to go through a new template of the Emergency Plan and discuss the way forward. A subsequent informal meeting was then held with the Town Clerk, the Emergency Planning Manager, the Ward Officer and Assistant Ward Officer, who stated that they wish to be involved in meetings going forward. The next meeting is planned for 19<sup>th</sup> December.

**2223/169 Events, Marketing and Communications Committee (EMACC)**

No update from EMACC as the last two meetings have not taken place due to a lack of quorum. Discussed whether the EMACC responsibilities should go back to the Finance and General Purposes Committee (F&GP), and also the future of the monthly Farmers' Market.

**Resolved** to agree to continue with EMACC for now, to revisit next May, and agreed in principle that the Town Council should move away from facilitating the monthly Farmers' Market: the Town Clerk to contact both Otley Town Partnership and Bradford Council to understand the contract position and inform them of this decision, and to ask if Bradford Council can continue their Artisan Market on the first Saturday of the month.

Thanks were expressed to Councillor Goode for all his hard work preparing for the markets over the past few years.

**2223/170 Finance and General Purposes (F&GP) Committee**

**Resolved** to receive the following update from the F&GP Committee:

- Allotments: agreed to clear plot 23 and to split plot 12/12A on Beck Lane and to split plot 2 at Stanley Street (when available).

- Grit bins: three new grit bins agreed (including adopting the existing one on Lode Pit Lane).
- Grants: grant approved for Bingley Chamber of Trade for the Christmas lights switch-on; agreed the Town Council need to be more involved in the organisation of these events going forward.
- CIL funding: Councillor Goode reported that he is working on two projects to spend CIL money, including Myrtle Park bandstand, for which quotes are awaited, and the raised beds in Cottingley, also awaiting further quotes. To be discussed again at the next F&GP Committee meeting.

#### **2223/171 Neighbourhood Plan Working Group (NPWG)**

**Resolved** to receive the following update and recommendations from the NPWG from Councillor Williams:

- Undertaking informal consultations regarding Green Space and Buildings/Structures: two letters have been sent out, and all responses will be taken on board.
- Liaising with designer who won the tender, regarding putting the Plan into PDF, hopefully by the end of the financial year.
- AECOM overinterpreted a phrase in correspondence, therefore an urgent phone call will be taking place with them tomorrow, to have a more correct Masterplan (including Bingley, Gilstead, Eldwick, Micklethwaite and Crossflatts (not Cottingley, as that was not included initially), and to remove the gateways to Gilstead due to potential development there.

#### **2223/172 Planning Committee**

**Resolved** to receive an update from the recent Planning Committee meeting from Councillor Clough: recommendations on applications decided, nothing outstanding to report, except one application which will be discussed again at the next Planning Committee meeting as it was decided using new criteria/information that had not come back to the Town Council.

#### **2223/173 Community Events**

No upcoming local community events that the Town Council is involved in the organisation of.

#### **2223/174 Green and Clean**

Councillor Goode reported the following on Green and Clean:

- Litter picks:
  - Next litter pick is due to take place this Saturday, 10<sup>th</sup> December, near Bingley cemetery.
- Planting:
  - Winter bedding plants have all gone out, and local groups have been canvassed regarding summer bedding, the order for which has been submitted to Bradford Council.
- Green and Clean Forum will be taking place on Saturday 28<sup>th</sup> January 2022: staff are finalising arrangements and will publicise this further when more information is available.

#### **2223/175 Five Rise Way-marking (pavement signs)**

Councillor Gibbons reported that there was a map circulated prior to the meeting which shows the movement of the brown signs around Bingley to direct people from the by-pass through the town centre to the carpark on Main Street. Bradford Council have asked for a contribution of £850 towards the new signs: Councillor Gibbons to submit a revised the Risk & Resource Assessment form for the next Full Council meeting.

**2223/176 Bradford Council Highways Consultation**

**Resolved** to agree the following regarding the proposed extended 20mph zone for Bingley town centre: Town Clerk to contact Highways at Bradford Council for further details on these plans, including whether there would need to be speed measures and new signs on the roads.

**2223/177 Town Clerk's Report**

**Resolved** to accept and approve the Town Clerk's Report.

**2223/178 Correspondence**

**Resolved** to receive the following correspondence and agree necessary actions as follows:

- a) Email from resident re Freedom of Information request re public participation at meetings: acknowledged.
- b) Email from Markets at Bradford Council re request for trader to use Market Square on non-market days: acknowledged, agreed that the Town Council has no objection to this request, with the condition that nothing is to be left there overnight.
- c) Emails from MDUK re advice re Changing Places registering requirements and plaque: acknowledged, see item 2223/166b.
- d) Email from Bradford Council re revised Register of Interest forms: acknowledged.
- e) Email from resident re concerns over street cleaning in Bingley town centre: acknowledged, Councillor Goode reported that he has liaised with Bradford Council's Bingley Ambassador regarding this. All agreed that the Bingley Ambassador is doing a great job keeping the town clean.
- f) Email from Highways at Bradford Council re proposed highway improvements along B6265 Bradford Road, Bingley: noted.
- g) Email from the Group for Action on Leeds Bradford Airport re night flights: acknowledged, no response agreed.
- h) Email from West Yorkshire Combined Authority re consultation on the West Yorkshire Mass Transit Vision 2040: noted.
- i) Email from resident re positive feedback re the water filling station at the Changing Places facility: acknowledged.
- j) Email from Cleaning Company re request to write a review: acknowledged, agreed that a positive review to be provided outlining the great job the cleaners do on the Hub toilets.
- k) Emails from YLCA on various, including request for local photos: acknowledged, Town Clerk to arrange for the Admin Assistant to find some appropriate photos to send to them.

**2223/179 Promotional items**

**Resolved** to promote the following items for publication:

- Agenda item 2223/165: City of Culture presentation.
- Agenda item 2223/166b: Update on Changing Places facility.
- Agenda item 2223/ 174: Litter picks, bedding plants, Green and Clean Forum.

**2223/180 Date of next meeting**

The date of the next Full Council meeting agreed as Tuesday 17<sup>th</sup> January 2023 at 6.30pm at Cottingley Town Hall, Main Street, Cottingley.

**2223/181 Exclusion of press and public**

**Resolved** to agree that members of the press and public be excluded from items 2223/182, 2223/183 and 2223/184 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.

**2223/182 Budget**

**Resolved** to agree the following regarding the Budget for 2023-24:

- All projects need to provide a Risk and Resource Assessment form for the next Full Council meeting budget discussions (including Five Rise way-marking, Christmas lights, Play in the Park).
- Cost Centres 4192/4193: Running costs of building – discussed whether this is sufficient due to rising energy costs, the Chair highlighted that the outturn for Quarter 3 will be included by the time of the next meeting so discussions will be more informed.
- Cost Centre 4566: Changing Places – highlighted at present as the figure is an unknown, will not be highlighted for final budget discussions/decisions.
- Cost Centre 4440: Neighbourhood Plan – need to amend this to include delegation to Full Council, not Planning.
- Cost Centre 4460: £5000 added for the Community Gift Card.
- Cost Centre 4526: £5000 added for solar panels.
- Reserves: CIL 2018-2019 must be spent next year, Councillor Goode confirmed that he is currently organising two projects to spend this funding.

**2223/183 Councillor meeting attendance**

**Resolved** to agree the following regarding publicising Councillor meeting attendance: agreed to defer decisions on this issue until the new municipal year in May 2023.

**2223/184 Staff member pay rise**

**Resolved** to approve an incremental pay rise for a staff member, following a successful annual appraisal.

**Meeting closed at 8.50pm.**