

BINGLEY TOWN COUNCIL



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

Minutes of the Full Council meeting of Bingley Town Council held on Tuesday 26th September 2023 at 6.30pm at Eldwick Memorial Hall, Otley Road, Eldwick, Bingley

Councillors present: Beckwith, Clough, Drucquer, Fenton, Forrest, Gentleman, Goode, Heseltine, Malik, Miah, Winnard (Chair of the meeting)

Councillors absent: Carney, Gibbons, Shaw, Truelove, Williams

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

Members of the public: Two (including Michelle Chapman, representative of Bingley Chamber of Trade)

Meeting commenced at 6.30pm.

Agreed that Councillor Winnard to Chair the meeting in the absence of the Chair and Vice Chair.

2324/105 Chair's remarks

Noted the following remark from Councillor Winnard, Chair of the meeting:

- The recent networking event for community groups hosted by the Town Council at Cardigan House was a great success.

2324/106 Apologies for absence

Apologies received, and the reasons for absence approved, from Councillors Carney, Gibbons, Shaw, Truelove and Williams.

2324/107 Disclosures of interest

No disclosures of interest.

No written requests for dispensation had been received.

2324/108 Minutes of previous meetings

Resolved to approve the minutes of the Full Town Council meeting held on 29th August 2023 as a true and accurate record.

2324/109 Confidential items due to be discussed after item 2324/126

Resolved to agree that no further agenda items to be discussed in confidence following the exclusion of the press and public in agenda item 2324/126, due to their sensitive nature.

2324/110 Representation from Bradford Council Youth Service

Item deferred to a future meeting: Town Clerk to contact Bradford Council Youth Service to agree a date.

2324/111 Public Participation

None.

2324/112 Representation from Bradford Ward Councillors

None present: item deferred to the next meeting.

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Chair.....

Date.....

2324/113 Bingley Chamber of Trade grant application

Representation was provided by a member of Bingley Chamber of Trade regarding their grant application for 50% of the costs towards the Christmas lights switch on event. She answered questions from councillors to confirm that the event is publicized as a joint event between Bingley Chamber of Trade and the Town Council, that the input from Pulse Radio is an integral part of the event, which it advertises three weeks prior to the event, attracts crowds etc., that the aim is for the event to be for younger families, hence the need for the Santa's grotto, and for the rides to be free to the public to make the event inclusive. She emphasized that the dwindling number of volunteers at Bingley Chamber of Trade has meant that the Santa's grotto now needs to be hired rather than made by the volunteers, and added that the marketing supports the event, which grows every year.

Resolved to approve the grant application of £4,216.50 for Bingley Chamber of Trade: agreed also that the event will need to be reconsidered next year.

Cllr Malik entered the meeting at 6.38pm.

2324/114 Ongoing items

- a) Bingley Pool: no updates.
- b) Speed Indicator Devices (SIDs): noted that the Town Council are still waiting for Bradford Council to finalize the policy for parish/town councils to place SIDs in their parishes; agreed that the Town Clerk to contact Bradford Council again to request an update and inform them that the Town Council will need to reconsider pursuing the purchase of the SIDs if a response is not received in a timely manner, due to the potential for higher costings.

2324/115 Finance

Resolved the following:

- a) To approve the schedule of payments for September 2023.
- b) To approve the bank reconciliations for August 2023.

2324/116 Events, Marketing and Communications Committee (EMACC)

Noted the minutes and the following update from Councillor Goode from the recent EMACC meeting: Councillor Forrest and lay member Lynne Williams have now joined this Committee; the Committee discussed the events as minuted; the networking event took place, which was a success with lots of people from various community groups represented, who all wished to work together to communicate and improve Bingley. All suggestions will be considered at the next meeting.

2324/117 Finance and General Purposes (F&GP) Committee

Noted the following update from Councillor Winnard from the recent F&GP Committee meeting:

- Amended Business Plan documentation: **Resolved** to approve the new Business Case process.
- Green and Clean: the next litter pick is due to take place on 7th October at Cardigan House area; still investigating a speaker for the next Green and Clean Forum.

2324/118 Neighbourhood Plan Working Group (NPWG)

Noted the following update from notes sent through from Councillor Williams from the recent NPWG meeting:

- Consultation questions and methodology now agreed (Survey Monkey).
- Postcards to residents costed for print and delivery but not yet designed.
- Dates for Consultation events not yet agreed by NPWG (drop-in sessions will need to be staffed).
- Meeting being set up with Bradford Council's Local Plan team prior to Consultation.
- All recommendations to continue to be put before Full Council for agreement prior to issue.

2324/119 Planning Committee

Noted the following update from Councillor Clough from the recent Planning Committee meeting: applications were considered and recommendations made; three members of public attended due to the Heights Lane development application, which the Planning Committee recommended refusal of, and requested that it goes to a Planning Panel.

2324/120 Totally Locally campaign

Resolved to approve the Risk and Resource Assessment form to support the Totally Locally campaign, to approve the support for the Totally Locally campaign and to agree to provide monetary support of up to £500 to assist with the Totally Locally campaign in the financial year 2023-24.

2324/121 Play in the Park

Resolved to agree the Play in the Park events for 2024, and the following dates and locations agreed: Friday 26th July at Gilstead Rec, Friday 2nd August at Myrtle Park, Friday 9th August at Crossflatts Rec, Friday 16th August at Cottingley Rec, Friday 23rd August at Eldwick Rec, Friday 30th August at Myrtle Park; Town Clerk to contact Bradford Council accordingly.

2324/122 Town Clerk's Report

Resolved to accept the Town Clerk's Report.

2324/123 Correspondence

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

- a) Email from Bradford Council's Licensing Team re premises variation at the Engine Room, Bingley: noted, no comment.
- b) Email from Bradford Council re statutory consultation of the proposal for lowering the age range at Hoyle Court Primary School: noted, no comment.
- c) Email from Bingley Business Expo 2023 re event on 27th September 2023 (morning volunteers still required): noted, confirmed that the Town Clerk and Admin Assistant to attend the event in the morning and Councillors Goode and Winnard to attend in the afternoon.
- d) Email from Bradford Council re the future of SCAPAG (Shingley Area Partners Advisory Group): noted, agreed that the Town Clerk to contact Bradford Council to confirm that the Town Council will agree to the SCAPAG meetings being cancelled if this is the feeling of the majority, however to emphasize that interaction/information sharing with local groups still needs to be considered in some form.
- e) Email from resident re parking near Bingley Grammar School: noted, agreed that this to be brought up at the next Ward Partnership meeting.

2324/124 Promotional items

Resolved to promote the following items for publication:

- Agenda item 2324/113: Approval of Bingley Chamber of Trade grant application to support the Christmas event.
- Agenda item 2324/120: Support for the Totally Locally campaign.
- Agenda item 2324/121: Play in the Park events for 2024 agreed, locations and dates confirmed.

2324/125 Date of next meeting

The date of the next Full Council meeting agreed as Tuesday 31st October 2023 at 6.30pm, at Cottingley Town Hall, Main Street, Cottingley; and agreed the dates for Full Council meetings in November and December 2023 and January 2024 as follows: no Full Council meeting in November 2023, subsequent Full Council meetings to be held on Tuesday 5th December 2023 and Tuesday 9th January 2024.

2324/126 Exclusion of press and public

Resolved to exclude the press and public from agenda items 2324/127 and 2324/128 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2324/127 Staff pay rises

Resolved to approve relevant incremental pay rises for the following members of staff:

- Deputy Clerk (following achievement of the CiLCA qualification).
- Town Clerk (following a successful appraisal).

2324/128 Hub electrical work

Resolved to approve the estimate for the necessary electrical work at the Hub.

Meeting closed at 7.31pm.