

BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

Minutes of the meeting of the Finance and General Purposes Committee held on
Wednesday 11th September 2024 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF

Councillors present: Carney, Fenton, Gibbons, Goode, Heseltine, Truelove
Member Councillors absent: Gentleman, Miah
In attendance: Eve Haskins (Town Clerk)
Members of the public: Four

Start time: 6.30pm
End time: 7.30pm

2425/48 Apologies for absence

Apologies received, and the reasons for absence approved, from Councillors Gentleman and Miah.

2425/49 Disclosures of interest

None received.

No written requests for dispensation had been received.

2425/50 Minutes

Resolved to confirm the minutes of the F&GP Committee meeting held on 14th August 2024 as a correct record.

2425/51 Confidential items to be discussed under item 2425/60

Resolved to agree that no further agenda items to be discussed in confidence after item 2425/60, following exclusion of the press and public, due to their sensitive nature.

2425/52 Public Participation

None.

2425/53 Grants

Representatives of the Friends of Prince of Wales Park outlined that they are requesting funding to help towards the cost of pre project expenses, which will allow the creation of a detailed, full costed proposal for the regeneration of the park. They answered questions from councillors to confirm that their plans will include improving the paths/surface/drainage in the park, to make it more accessible, and that they have not yet engaged with Bradford Council, who are responsible for maintaining the park, on these plans.

Resolved to approve a grant of £2,000 to the Friends of Prince of Wales Park, subject to them engaging with Bradford Council as soon as possible to obtain written approval (evidence of the approval to be sent to the Town Council prior to the grant money being released).

Chairman Date

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2425/54 Bank reconciliation, statement, balances, budget monitor

- a) **Resolved** to approve the bank reconciliations for August 2024.
- b) **Resolved** to approve the bank statements for August 2024.
- c) **Noted** the balances to date as follows: Unity Bank: £53,966.37, Public Sector Deposit Fund: £263,334.
- d) **Noted** the year end budget monitor for 2024-25.

2425/55 Allotments

Resolved to agree the following regarding the allotments:

- Plot vacancies: one vacancy at plot 12.1, Beck Lane, plot holders vacating at the end of September.
- Apple tree on plot 6, Beck Lane: agreed that Councillors Fenton and Heseltine to assess this tree, prior to potential pruning; Town Clerk to verify with Bradford Council whether permission would be required to do this due to it being in a conservation area.
- Shed on plot 5, Beck Lane: now dismantled.
- Autumn clear up at Beck Lane: agreed to get another skip to allow plot-holders to remove all rubbish/debris, including metal baths etc.; Town Clerk to arrange for the skip, and for a letter to be sent to all plot-holders to let them know that the skip will be on site on Saturday 12th October, including that councillor volunteers will be present on the day to help with items that are difficult to move (Councillors Carney, Fenton, Goode and Heseltine to attend).
- Gardener: agreed to recommend to Full Council to move money from the Allotments Reserve to Unity Bank to cover the recent shed dismantling work (£1,170); also agreed that Councillors Fenton and Heseltine and the Admin Assistant and Town Clerk to meet with the gardener on site at Beck Lane allotments to agree what work needs doing prior to/over winter, with a view to obtaining a quote (this amount can then be included in committed expenditure in the budget monitor and any further movement from reserves subsequently agreed).

2425/56 Green and Clean

Noted the update on Green and Clean from Councillor Goode as follows:

- Litter picks: next one organised for Saturday 28th September 2024, to meet at Britannia Street, Bingley, near the canal bridge, at 10am.

2425/57 CIL funding

Resolved to agree the following:

- To confirm that the following CIL reserves have been allocated to the bandstand project: 2018-2019: £2,948; 2019-2020: £2,731; 2020-2021: £4,219; 2021-2022: £1,833; 2022-2023: £953.

2425/58 Risk Management

No new risks to the Council identified.

2425/59 Date of next meeting

Noted the date for the next Finance and General Purposes Committee meeting on Wednesday 9th October 2024 at 6.30pm at the Hub, Myrtle Place, Bingley.

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2425/60 Exclusion of the press and public

Resolved to exclude the press and public from agenda items 2425/61, 2425/62, 2425/63 and 2425/64 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2425/61 The Hub

Resolved to receive the following updates on the issues associated with the Hub and to agree the following actions:

- a) Joinery work: quote for £410 approved.
- b) Legionella risk assessment: quote for £175 approved; Town Clerk to check the previous report to identify any outstanding work that may need undertaking prior to the visit.
- c) Fire extinguisher/fire blanket service: quote for £50 approved.
- d) Hub lobby carpet cleaning: this was done today, at a cost of £30 agreed under the Chair/Town Clerk's delegated powers.
- e) Use of Hub meeting room by Bradford Council Youth Service: agreed that it is not practical for the Youth Service to use the building for meetings, due to the need for staff presence, cost of electricity and DBS checks etc.; agreed that the Town Clerk to respond to them accordingly, and to also write to Bradford Council to request that the Youth Café is kept open, considering how much work has recently been done to the building, until the building is sold.

2425/62 Christmas trees 2024

Resolved to approve the quote for £2,545 for the Christmas trees for 2024.

2425/63 Planting contracts

Resolved to agree that further clarification is required on the locations of the planters/barrier baskets prior to looking for other quotes for the planting and watering contracts: Councillor Goode, Deputy Clerk and Town Clerk to have a drive round to identify their exact locations using the information already received from Bradford Council and Carlton Nurseries, as well as historic maps/information.

2425/64 Purchase of folding chairs

Resolved to agree the following regarding the purchase of ten folding chairs for the bandstand concerts at a cost of £197.40, to be stored in the Myrtle Park lock-up:

- a) To approve the Risk and Resource Assessment form for the purchase of ten folding chairs for the bandstand concerts.
- b) To approve the purchase of ten folding chairs for the bandstand concerts.

Chairman Date