

BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

Minutes of the meeting of the Finance and General Purposes Committee held on
Wednesday 9th October 2024 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF

Councillors present: Carney, Fenton, Gibbons, Goode, Heseltine
Member Councillors absent: Gentleman, Miah, Truelove
In attendance: Eve Haskins (Town Clerk)
Members of the public: None

Start time: 6.32pm
End time: 7.48pm

2425/65 Apologies for absence

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

2425/66 Disclosures of interest

None received.

No written requests for dispensation had been received.

2425/67 Minutes

Resolved to confirm the minutes of the F&GP Committee meeting held on 11th September 2024 as a correct record.

2425/68 Confidential items to be discussed under item 2425/78

Resolved to agree that no further agenda items to be discussed in confidence after item 2425/78, following exclusion of the press and public, due to their sensitive nature.

2425/69 Public Participation

None.

2425/70 Grants

Resolved to approve a grant of £3,392 to Bingley Chamber of Trade, for 50% of the costs towards the Christmas lights switch on event this year; also agreed that the Christmas event for next year needs to be discussed at the next Events, Marketing and Communications Committee (EMACC) meeting.

2425/71 Bank reconciliation, statement, balances, budget monitor

- a) **Resolved** to approve the bank reconciliations for September 2024.
- b) **Resolved** to approve the bank statements for September 2024.
- c) **Noted** the balances to date as follows: Unity Bank: £9,632.39, Public Sector Deposit Fund: £263,334.
- d) **Noted** the year end budget monitor for 2024-25; agreed that approximate Christmas costs for next year to be determined to include in the draft budget for 2025-26, and that the draft budget for 2025-26 to be included on the next agenda.

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- e) **Resolved** to agree to recommend to Full Council the transfer of £70,000 from the Public Sector Deposit Fund to Unity Bank.

2425/72 Allotments

Resolved to agree the following regarding the allotments:

- Plot vacancies: one vacancy at plot 12.1, Beck Lane – Admin Assistant is working down the waiting list to fill this.
- Apple tree on plot 6, Beck Lane: agreed that the Admin Assistant to organise for the permission to be sought from Bradford Council for the pruning of this tree.
- Request for shed/greenhouse/seating area on plot 6A, Beck Lane: Councillors Fenton and Heseltine to assess this area on Saturday this week.
- Autumn clear-up, Saturday 12th October at 10am-12pm at Beck Lane: Councillors Carney, Fenton and Heseltine to attend to help plot holders dispose of debris, baths etc.

2425/73 Green and Clean

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

- Litter picks: successful litter pick last week, with 20 bags of litter collected – many thanks to Councillors Carney and Drucquer for attending also; next litter pick to be organised for prior to the Remembrance Day event on 10th November, to clear leaves/litter around Market Square and the area round the town centre, on Saturday 9th November and then again on Sunday morning 8-8.30am to clear any more then have a walk round the route to check there is no litter; agreed the request from a member of the Friends of Myrtle Park/Green and Clean Officer for Crossflatts Village Society for litter picking kits, on the completion of Green and Clean Champion forms.
- Plants: recently put out call for community groups regarding bulb orders, will be ordered next Monday; agreed that the request from a resident of Southway, Eldwick, for pole baskets should come from a community group rather than an individual.
- Councillor Carney reported that there has been graffiti on the cenotaph in Myrtle Park for a few years, which is still slightly visible despite being cleaned and that Bradford Council's Assistant Ward Officer is currently looking into funding to have this war memorial cleaned/refurbished: agreed that the Town Clerk to investigate whether the cenotaph is listed, which may help with the restoration costs.

2425/74 Grit bins

Resolved to agree the following regarding grit bins:

- To delegate to the Town Clerk the filling of any empty bins at a cost of £50 per bin, if less than 50% full.
- To circulate to the Full Council the full database of grit bins (including those owned by both the Town Council and Bradford Council) for councillors to check all the grit bins in their ward, to inform which of the both the Town Council and Bradford Council bins need refilling, for the information to be sent onto Bradford Council, with a deadline of the end of October this year; councillors also to be asked to check whether the Town Council owned bins have the Bingley

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Town Council stickers on; the Bradford Council grit bin at Sty Lane to be included on this list (needs a new lid).

- To publicise to residents how to let the Town Council know that grit bins in the parish need filling, via all social media, notably Facebook; it was noted that the Admin Assistant has organized for the Town Council app to display this information already.

2425/75 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.

2425/76 Risk Management

No new risks to the Council identified.

2425/77 Date of next meeting

Noted the date for the next Finance and General Purposes Committee meeting on Wednesday 13th November 2024 at 6.30pm at the Hub, Myrtle Place, Bingley.

2425/78 Exclusion of the press and public

Resolved to exclude the press and public from agenda items 2425/79 and 2425/80 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2425/79 The Hub

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

- a) Parking permit for staff members agreed, on the proviso that staff members share this.

2425/80 Planting contracts

Resolved to agree the following regarding the planting and watering contracts:

- Prior to putting out an invitation to tender for these contracts, the Town Clerk to contact the local community groups who currently receive plants to let them know that the planting contracts are up for renewal and ask if they have suggestions for what does/does not work/any improvements/suggestions for planting, with a deadline of the end of October, with a view to amending the planting list accordingly at the next meeting.
- Need to consider how the criteria for the tenders received are to be evaluated, following the consultation.

Actions

- **Agenda item 2425/70:** Town Clerk to arrange for the grant to be paid to Bingley Chamber of Trade; and to include the Christmas event in 2025 on the next EMACC agenda.
- **Agenda item 2425/71d:** Town Clerk to determine the approximate Christmas costs for next year, to be included in the draft budget for 2025-26, which will be on the next agenda.
- **Agenda item 2425/71e:** Town Clerk to include the approval of the recommendation to transfer £70,000 from the Public Sector Deposit Fund to Unity Bank on the next Full Council agenda.

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- **Agenda item 2425/72:** Town Clerk to arrange for the Admin Assistant to organize for the permission to be sought from Bradford Council for the pruning of the apple tree at plot 6, Beck Lane; Councillors Carney, Fenton and Heseltine to attend the autumn clear-up at Beck Lane on Saturday 12th October at 10am-12pm, to help plot-holders get rid of debris, baths, etc.
- **Agenda item 2425/73:** Town Clerk to investigate whether the cenotaph in Myrtle Park is listed, which may help with the restoration costs.
- **Agenda item 2425/74:** Town Clerk to arrange for the full database of grit bins (including those owned by the Town Council as well as Bradford Council) to be circulated to the Full Council for councillors to check all the grit bins in their ward, to inform which of the Town Council bins need refilling, as well as those that belong to Bradford Council for the information to be sent onto them, with a deadline of the end of October this year - councillors also to be asked to check whether the Town Council owned bins have the Bingley Town Council stickers on (the Bradford Council grit bin at Sty Lane to be included on this list as it needs a new lid); and to organise for it to be publicised to residents how to let the Town Council know that grit bins in the parish need filling, via all social media, notably Facebook.
- **Agenda item 2425/79:** Town Clerk to arrange for the parking permit to be obtained from Bradford Council.
- **Agenda item 2425/80:** Prior to putting out an invitation to tender for the planting and watering contracts, the Town Clerk to contact the local community groups who currently receive plants to let them know that the planting contracts are up for renewal and ask if they have suggestions for what does/does not work/any improvements/suggestions for planting, with a deadline of the end of October, to amend the list accordingly at the next meeting; also need to consider how the criteria for the tenders received are to be evaluated, following the consultation.

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