

BINGLEY TOWN COUNCIL

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

Date: Wednesday 19 May 2021

To: All Members of Bingley Town Council: (Councillors Taylor, Barton, Clough, Drucquer, Gibbons, Goode, Heseltine, Malik, Miah, Owen, Pennington, Reynard, Truelove, Williams and Winnard)

You are summoned to attend the **Annual Meeting** of BINGLEY TOWN COUNCIL which will be held at St Wilfreds Community Hall, Gilstead Ln, Bingley BD16 4QR on **TUESDAY 25 MAY 2019 AT 6:00PM.**

(This meeting is open to the Press and Public by virtue of the Public Bodies (Administration of Meetings) Act 1950, s1. This meeting may also be viewed by member of the public via zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/84981374000?pwd=M3owVWQycFppMWZQZFpzSIRESEorQT09>

Tracy Predeth BA (Hons) MPA

Locum Clerk

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

townclerk@bingleytowncouncil.gov.uk 07703 188660

AGENDA

1. To receive nominations and elect a Chairman for the forthcoming municipal year.

2. To receive the Chairmans Declaration of Acceptance of Office

3. To receive apologies for absence

4. Declaration 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.

5. Minutes of the Previous Meeting

To agree that the minutes of the previous meetings are true records of the meetings held:

- Full Town Council Meeting held on the 27th April 2021
- Extraordinary Meeting held on the 12th May 2021
- Planning Meeting held on 11th May 2021
- Facilities Management meeting held on 5th May 2021

6. To receive nominations and elect a Vice Chairman of the Council for the forthcoming municipal year.

7. 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.

8. To review the Terms of Reference for the following Committees/ Working Groups

- a) Finance and General Purposes Committee
- b) Planning Committee
- c) Staffing Committee
- d) Facilities Management sub Committee
- e) Neighbourhood Plan Working Group
- f) Changing Places Working Group

9. Election of members to committees and Working Groups of the Town Council

- a) Finance and General Purposes Committee (To be determined) Chair, Vice Chair and councillors
- b) Planning Committee (8 members) Chair, Vice Chair and 6 councillors
- c) Staffing Committee (6 members) Chair, Vice Chair and 4 councillors
- d) Investigating Committee (4 members)
- e) Neighbourhood Plan Working Group (up to 20 members, min 6 councillors)

Election of Chairman and Vice Chairman of Committee will take place at the first meeting of these committees.

10. General Power of Competence.

To consider if Bingley Town Council wishes to adopt and use the General Power of Competence under the Localism Act 2011, sec1-8

11. Appointment of Councillors to Outside Bodies

- a) YLCA (2 members)
- b) Bingley Chamber of Trade (3 members)
- c) SCAPAG (1 member)
- d) Parish Council Liaison (1 member)
- e) Representative to Police Tasking (Bingley Rural, 3 members and Bingley, 1 member)
- f) Armed Forces Covenant
- g) Canal Festival Steering Group
- h) Destination Plan working with the Canal River Trust
- i) Pub Watch
- j) Plastic Free Bingley
- k) Bingley Pool
- l) Bingley Partnership (2 members)
- m) To confirm arrangements for reporting back from meetings with the above organisations

12. To review and confirm

- a) Financial Regulations
- b) Standing Orders
- c) Code of Conduct

13. To agree a schedule of meetings for the forthcoming year.

14. Accounts

- To receive and approve the schedule of payments from April to date.

15. To consider recommendations from the Facilities Management Sub Committee

- To change the cisterns on the Toilets to 9 litres and also a manual flush system
- Agree to the annual maintenance contract from Healthmatic for the maintenance of the doors at a cost of £2,250 plus VAT.
- To consider approval of the Owl system.

16. Play in the Park

- To receive an update on Play in the Park.

17. Community Partnership

- To receive an update on Community partnership

18. Market

- To receive an update on the Market

19. Newsletter

- To approve delivery costs for the newsletter.

20. Christmas Lights

- To receive an update on the Christmas Lights.

21. Playable Spaces Consultation

- To receive an update on the Playable Spaces Consultation and Strategy

22. Changing Places Toilets

- To note the funding letter update
- To agree the recommendation from the Working Group to progress with the Consultation.
- To note the updated Project Plan

23. Toilet Twinning

- To consider twinning the public toilets.

24. Exclusion of the Press and Public

To resolve that members of the press and public be excluded on the following items under the provision of the Public Bodies (Admissions to Meetings Act 1960 s1(2) due to the confidential nature of the business to be transacted.

25. Receive following quotes:

- To consider two quotations for the provision of Portaloo's
- To approval of the addition of radar keys to current toilets.
- To consider a quotation from ElisWhittam to provide professionally qualified HR and Health & Safety guidance for the Council.
- To agree quotes for Allotments

26. Staffing matters

- To receive an update on the recruitment of the Clerk.