

BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

Bingley Town Council Full Council meeting

Date: Wednesday 20th October 2021

The public and press are invited to attend the Full Council meeting of Bingley Town Council which will be held on Tuesday 26th October 2021 at 6.30pm at The Eldwick Church, Otley Road, Eldwick, BD16 3EQ.

Yours sincerely,

A handwritten signature in black ink that reads 'E. Haskins'.

Eve Haskins, Town Clerk
Bingley Town Council, Myrtle Place, Bingley, BD16 2LF
townclerk@bingleytowncouncil.gov.uk
07529 222679

This meeting is open to the press and public by virtue of the Public Bodies (Administration of Meetings) Act 1960, s1

AGENDA

2122/123 Chair's remarks

To receive remarks from the Chair.

2122/124 Apologies for absence

- a) To note apologies for absence.
- b) To receive and consider apologies for absence.
- c) To approve reasons for absence.

2122/125 Disclosures 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.

2122/126 Minutes of previous meeting

To approve the minutes of the meetings held on Tuesday 28th September 2021 (attached).

2122/127 Confidential items to be discussed in confidence after item 2122/149

To consider if any items on the agenda need to be discussed in confidence after item 2122/149, following exclusion of the press and public, due to their sensitive nature.

2122/128 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 Chair.

2122/129 Ongoing items

To receive information/updates on the following ongoing issues and agree further action where necessary:

- a) Bingley Pool: to include representation from the Friends of Bingley Pool (Marcus Dearden and Andrew Morris).
- b) Hub building: to receive updates.

2122/130 Co-option of new Town Council member

To agree the dates for a co-option application deadline and extraordinary meeting to co-opt a new member onto the Town Council (deadline of 9th November and extraordinary meeting date of 23rd November suggested).

2122/131 Finance

- a) Schedule of payments and bank reconciliation: to receive the schedule of payments to date and agree the bank reconciliation for September 2021 (to follow prior to meeting).
- b) Internal Auditor: to agree the appointment of the Internal Auditor for this financial year, including mid year and end of year audits.

2122/132 Finance and General Purposes (F&GP) Committee

To receive an update and recommendations from the F&GP Committee, including on the following:

- a) To consider items for the Budget 2022-23, including the priority list (attached – Councillor Williams).
- b) To consider the sale of Priestthorpe Annexe and agree any actions, including corresponding with both Bradford Council and the developers (further information attached).
- c) To agree an Internal Controls member.
- d) To ratify the policies agreed (CCTV Privacy Impact Assessment, Internal Controls Policy and checklist).

2122/133 Changing Places Working Group (Councillor Williams)

To receive recommendations and updates from the Changing Places Working Group, including on the following:

- a) To review the tenders received for the Changing Places toilet facility (further information attached).
- b) To agree to enter into open discussions with the two lowest tenderers to enable the Council to fully understand the information received, including: confirmation of compliance to the Customer Requirements documents, costs of options/choices, timescales, quote validity, best and final price, etc., in order to be ready to proceed once the grant and budget issues have been resolved.

2122/134 Speed Indicator Devises (SIDs) (Councillors Heseltine and Miah)

- a) To receive and approve the Risk and Resource Assessment form for SIDs (to follow).
- b) To consider the future purchase of SIDs.

2122/135 Membership of Committees and Working Groups

To agree new members onto the following Committees and Working Groups:

- a) Changing Places Working Group (current members: Councillors Malik, Owen, Truelove and Williams; up to six members, minimum of three Councillors and ideally three members of the public).
- b) Climate Emergency Working Group (current members: Councillors Barton, Drucquer and Owen; currently inactive, need to appoint a minimum of one further Councillor).
- c) Emergency Support Working Group (current members: Councillors Clough, Owen and Williams; need to appoint a minimum of one further Councillor).
- d) Finance and General Purposes Committee (current members: Councillors Beckwith, Clough, Goode, Gibbons, Miah, Owen, Williams; one Councillor vacancy).
- e) Neighbourhood Plan Working Group (current members: Councillors Gibbons, Owen, Truelove and Williams; minimum of four Councillors, in a group of up to 20 members).
- f) Planning Committee (current members: Barton, Clough, Drucquer, Heseltine, Owen, Williams; two Councillor vacancies).

2122/136 Policies

To review and adopt the following policy (attached):

- a) Publication of Supporting Documents Policy.

2122/137 Green and Clean

To consider any updates, and to consider reinstating the Green and Clean forums.

2122/138 Five Rise Way-marking (Councillor Gibbons)

To receive a progress update on the project.

2122/139 Play in the Park (Councillor Drucquer)

To receive an update on Play in the Park.

2122/140 Markets (Councillor Owen)

To receive an update on markets (attached), including the upcoming meeting with Otley Town Partnership on 6th November 2021, and to consider the suggestion to provide a market covering on Market Square.

2122/141 Allotments

To consider any allotments issues.

2122/142 Remembrance Day 2021

To receive an update on the Bingley Remembrance Day service on Sunday 14th November 2021 and to agree litter picking prior to the service.

2122/143 Christmas lights switch-on

To receive an update on the Christmas lights' switch-on event and agree volunteers for the day.

2122/144 Town and Country Planning Association

To consider subscribing for membership to the Town and Country Planning Association (£90 annually).

2122/145 Town Clerk's Report

To receive the Town Clerk's Report (attached).

2122/146 Correspondence

To consider any correspondence received by the Council, including the following:

- a) Email from local police re garages by St Joseph's Primary School.
- b) Email from Bradford Council re Sports Chest funding (£1000, deadline of 19th November 2021).
- c) Email/letter from Jason Longhurst at Bradford Council re Bingley Pool update.
- d) Email on behalf of Micklethwaite Village Society re request for Christmas tree.
- e) Email from Internal Auditor re half yearly audit review.
- f) Email from Town and Country Planning Association.

2122/147 Promotional items

To consider any promotional items that the Town Council wishes to publicise from this meeting.

2122/148 Exclusion of press and public

To resolve that members of the press and public be excluded from item 2122/149 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature (quotes).

2122/149 Confidential matter

To receive an update from the Chair on a confidential matter.

2122/150 Date of the next meeting

To agree the date of the next meeting as Tuesday 7th December 2021 at 6.30pm, venue to be confirmed.