

BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

Bingley Town Council Full Council meeting

Date: Wednesday 1st December 2021

The public and press are invited to attend the Full Council meeting of Bingley Town Council which will be held on Tuesday 7th December 2021 at 6.30pm at Bingley Baptist Church, Clyde Street, Bingley.

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

2122/161 Chair's remarks

To receive remarks from the Chair.

2122/162 Apologies for absence

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

2122/163 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.

2122/164 Minutes of previous meeting

To approve the minutes of the previous meetings held on 26th October 2021 and 23rd November 2021 (attached).

2122/165 Confidential items to be discussed in confidence after item 2122/182

To consider if any further items on the agenda need to be discussed in confidence after item 2122/182, following exclusion of the press and public, due to their sensitive nature.

2122/166 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.

2122/167 Ongoing items

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

- a) Bingley Pool.
- b) Hub building.

2122/168 Finance

- a) Schedule of payments and bank reconciliation: to receive the schedule of payments to date and agree the bank reconciliation for November 2021 (to follow prior to meeting).
- b) Mid year audit: to consider the mid year audit report and to agree any actions, including to agree a further Internal Controls' member (attached).
- c) Financial Regulations: to consider and approve the following amendment to the Council's Financial Regulations – to add 'broadband internet' to Section 11.1a.i. (attached).

2122/169 Staffing Committee

To receive recommendations and updates from the Staffing Committee, including on the following:

- a) To ratify the reviewed policies (Performance Appraisal Policy, Lone Working Policy, Training and Development Policy – all attached).

2122/170 Changing Places Working Group (Councillor Williams)

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

1. To accept a) the Case for a Changing Places Toilet; and b) The Tender Report from the CPWG* (*discussion on the latter may need to be in confidence);
2. To agree the funding proposals of option 1;
3. To agree that if funding proposal option 1 fails to materialise due to the non-delivery of Government funding by the end of December 2021, the project will be funded as per option 2 or option 3 and to agree which option is to be applied;
4. To resolve that, in accordance with Financial Regulation 4.6, the Council has satisfied itself that it has the necessary funds available to enter into a contract for the delivery of the CP project;
5. To resolve to enter into a contract with the preferred contractor for the supply of the CP toilet;
6. To resolve the delegation of the work to progress this project to the Clerk;
7. To resolve to halt all other discretionary funded projects that may be placed before the Council until either the outcome of the Government funding is known or until the Council determine that the anticipated funding will not be forthcoming within a timeframe that would be considered reasonable and the Council do not thereby incur additional costs resulting from a pricing increase from the preferred contractor due to our delay.

2122/171 Sports Bottle Filler for Changing Places toilet (Councillor Williams)

- a) To receive and approve the Risk and Resource Assessment form for the addition of a sports bottle filler to the exterior wall of the Changing Places toilet (Risk and Resource Assessment form and further information attached).
- b) To consider the future purchase of a sports bottle filler.

2122/172 Finance and General Purposes (F&GP) Committee

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

- a) Draft Budget 2022-23 (draft budget and amended priority list to follow prior to the meeting): discussion to incorporate consideration of the following proposal to refurbish/paint metal railings on riverside footpath between Myrtle Park and Ireland Bridge:
 - (i) To receive and approve the Risk and Resource Assessment form for the refurbishment/painting of the metal railings (attached).
 - (ii) To consider and agree to the refurbishment/painting of the railings as a project for 2022-23 (further information to follow prior to the meeting).

2122/173 Membership of Committees and Working Groups

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

- a) Climate Emergency Working Group (current members: Councillors Barton, Drucquer, Kirdale and Owen; vacancies for two further Councillors).
- b) Emergency Support Working Group (current members: Councillors Clough, Owen and Williams and Lynne Williams; vacancy for one further Councillor).
- c) Neighbourhood Plan Working Group (current members: Councillors Carney, Gibbons, Owen, Truelove and Williams; minimum of four Councillors, in a group of up to 20 members).
- d) Planning Committee (current members: Barton, Clough, Drucquer, Heseltine, Kirdale, Owen, Williams; one Councillor vacancy).

2122/174 Green and Clean

To consider any updates.

2122/175 Five Rise Way-marking (Councillor Gibbons)

To receive a progress update on the project.

2122/176 Play in the Park (Councillor Drucquer)

- a) To receive and approve the Risk and Resource Assessment form for the Play in the Park sessions in 2022 (attached).
- b) To consider and agree the Play in the Park sessions for next year.

2122/177 Allotments

To consider any allotments issues.

2122/178 Newsletter

To consider the next issue of the newsletter, including input from all councillor-led projects (150 words and photos required).

2122/179 Town Clerk's Report

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

2122/180 Correspondence

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

- a) Email from Bradford Council re Gambling Policy Review.
- b) Email from representative of local Soroptimists group re tree planting in town.
- c) Emails from residents, police and local Ward Officer re anti-social behaviour near Bingley Arts Centre and in Myrtle Park, Bingley.
- d) Email from the Information Commissioner's Office (ICO) re annual subscription.
- e) Email from Department of Transport re proposed stopping up of highway at Crosley Wood Road, Bingley, BD16 4QB.
- f) Emails from residents regarding the planning application at Five Rise Locks Hotel.
- g) Email from resident re debris in the river Aire.

h) Email from City Solicitor at Bradford Council re Priestthorpe Annexe funds.

2122/181 Promotional items

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

2122/182 Exclusion of press and public

To resolve that members of the press and public be excluded from items 2122/183, 2122/184 and 2122/185 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.

2122/183 Neighbourhood Plan Working Group (Councillor Gibbons)

To receive recommendations and updates from the Neighbourhood Plan Working Group, including on the following:

- a) To agree to setting up a Working Group to focus upon Milner Field.
- b) To consider and approve a consultant to take the Plan forward (one quote attached, further information to follow prior to the meeting).

2122/184 Markets (Councillor Owen)

To receive an update on markets (market report to follow prior to the meeting), including to consider the Market Agreement with Otley Town Partnership (current one ends in December 2021), and to agree to accept the quote received regarding necessary publicity (attached).

2122/185 Approval of pay rise

To approve the pay rise for a member of staff following a successful appraisal.

2122/186 Date of the next meeting

To agree the date of the next meeting as Tuesday 18th January 2022 at 6.30pm, venue to be confirmed.