

# BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

## Bingley Town Council Full Council meeting

Date: Thursday 17<sup>th</sup> February 2022

The public and press are invited to attend the Full Council meeting of Bingley Town Council which will be held on Tuesday 22<sup>nd</sup> February 2022 at 6.30pm at St Wilfrid's Church Hall, Gilstead.

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](mailto:townclerk@bingleytowncouncil.gov.uk)

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

## AGENDA

### **2122/214 Election of Chair**

To elect a Chair for the remainder of the municipal year 2021-22.

### **2122/215 Chair's remarks**

To receive remarks from the Chair.

### **2122/216 Apologies for absence**

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

### **2122/217 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.

### **2122/218 Minutes of previous meeting**

To approve the minutes of the previous meeting held on 18<sup>th</sup> January 2022 (attached).

**2122/219 Confidential items to be discussed in confidence after item 2122/241**

To consider if any further items on the agenda need to be discussed in confidence after item 2122/241, following exclusion of the press and public, due to their sensitive nature.

**2122/220 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.

**2122/221 CIL funding application**

To consider the CIL application received from Crossflatts Cricket Club, including to receive representation from them (further information attached).

**2122/222 Ongoing items**

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

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

**2122/223 Finance**

- a) Schedule of payments and bank reconciliation: to receive the schedule of payments to date (to follow) and to agree the bank reconciliation for January 2022 (attached).
- b) Budget:
  - (i) To consider including separate cost centres in the budget for the running costs of the Hub office, Hub toilets and Changing Places toilet (as advised by the Internal Auditor – report attached).
  - (ii) To consider and agree the funding of the Changing Places door lock mechanism.
  - (iii) To agree to vire £2,200 received in donations this financial year to cost centre 4525: Changing Places facility.
- c) Internal controls: to receive a verbal report on the Quarter 3 internal controls procedure (further information attached).

**2122/224 Changing Places Working Group (Councillor Williams)**

To receive an update from the recent Changing Places Working Group meeting (recent draft minutes to follow), including on the following:

- Access arrangements (radar key/keypad).
- Layout of cleaner's store.
- CCTV.
- Fire alarm sounder.
- Recording user usage.
- Contract specification.

**2122/225 Climate Emergency Working Group (Councillor Kirdale)**

To receive an update from the Climate Emergency Working Group (recent draft minutes and actions spreadsheet attached).

**2122/226 Emergency Support Sub Committee (Councillor Williams)**

To receive any updates from the Emergency Support Sub Committee (recent draft minutes to follow).

**2122/227 Facilities Management Sub Committee** (Councillor Truelove)  
To receive any updates from the Neighbourhood Plan Working Group (recent draft minutes to follow).

**2122/228 Finance and General Purposes (F&GP) Committee** (Councillor Williams)  
To receive an update and recommendations from the F&GP Committee (recent draft minutes attached), including recommendations on the cleaning contract for agenda item 2022/243.

**2122/229 Neighbourhood Plan Working Group** (Councillor Gibbons)  
To receive any updates from the Neighbourhood Plan Working Group.

**2122/230 Play in the Park** (Councillor Drucquer)  
To receive any updates on the Play in the Park sessions this year, and to agree the new dates and locations (proposed locations attached).

**2122/231 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, Dawson, Drucquer and Kirdale; vacancies for two further Councillors).
- b) Emergency Support Working Group (current members: Councillors Clough, Drucquer, Williams, Winnard and Lynne Williams; vacancy for one further Councillor).
- c) Neighbourhood Plan Working Group (current members: Councillors Beckwith, Carney, Dawson, Gibbons, Truelove and Williams; minimum of four Councillors, in a group of up to 20 members).

**2122/232 Markets**  
To receive an update on markets (notes from markets' meeting held on 14<sup>th</sup> February 2022 attached).

**2122/233 Community events**  
To consider the following local events, including to agree volunteers and any actions:

- a) Easter event at the Arts Centre (Good Friday, 15<sup>th</sup> April 2022, indoors – volunteers required).
- b) Eldwick Gala (28<sup>th</sup> June 2022 – volunteers required).
- c) Friends of the Prince of Wales Park Carnival (17<sup>th</sup> July 2022, stall/volunteers required for the games on the day).
- d) World Cup and Christmas in Bingley (November/December 2022).

**2122/234 Green and Clean** (Councillor Goode)  
To consider any updates on Green and Clean.

**2122/235 Five Rise Way-marking** (Councillor Gibbons)  
To receive a progress update on the Five Rise Way-marking project.

**2122/236 Allotments**  
To consider any allotments issues.

**2122/237 Compliance with the Equality Duty**  
To consider requesting information and clarification on the compliance with Equality Duty for local councils from YLCA and NALC.

**2122/238 Town Clerk's Report**  
To receive the Town Clerk's Report (attached).

**2122/239 Correspondence**

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

- a) Emails from YLCA re training, White Rose publication, etc.
- b) Email from resident re site of grit bin on Beamsley Gove/Pendle Road.
- c) Email from the Friends of Bingley Pool re request to revisit the status of Asset of Community Value on the pool.
- d) Email from Amplitude Events Solutions Ltd re World Cup and Christmas in Bingley requesting a meeting with Town Council representatives.
- e) Email from Aire Rivers Trust re clean river events.
- f) Email from cleaners of Hub and Ward Officer at Bradford Council re anti-social behaviour.
- g) Email from Beck Lane allotment representative re Freedom of Information request for allotment finances information.
- h) Email from Groundworks re Neighbourhood Plan funding.
- i) Email from the former Chair of the Town Council resigning from the Council.

**2122/240 Promotional items**

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

**2122/241 Exclusion of press and public**

To resolve that members of the press and public be excluded from items 2122/242 and 2122/243 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.

**2122/242 IT contract**

To consider the renewal of the IT contract from March 2022 (further information to follow).

**2122/243 Cleaning contract**

To consider the renewal of the cleaning contract from April 2022, as recommended by the Finance and General Purposes Committee (further information attached).

**2122/244 Date of the next meeting**

To agree the date of the next meeting as Tuesday 29<sup>th</sup> March 2022 at 6.30pm, venue to be confirmed.