

BINGLEY TOWN COUNCIL

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



Bingley Town Council Full Council meeting

Date: Thursday 29th September 2022

The public and press are invited to attend the Full Council meeting of Bingley Town Council which will be held on Tuesday 4th October 2022 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
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07529 222679

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

AGENDA

2223/111 Chair's remarks

To receive remarks from the Chair.

2223/112 Minute's silence for Her Late Majesty Queen Elizabeth II

To hold a minute's silence as a mark of respect for Her Late Majesty Queen Elizabeth II.

2223/113 Apologies for absence

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

2223/114 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.

2223/115 Minutes of previous meeting

To approve the minutes of the previous meeting held on 30th August 2022 (attached).

2223/116 Confidential items to be discussed in confidence after item 2223/133

To consider if any further items on the agenda need to be discussed in confidence after item 2223/133, following exclusion of the press and public, due to their sensitive nature.

2223/117 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.

2223/118 Ongoing items

To receive updates on the following ongoing issues and to agree further actions where necessary:

- a) Bingley Pool.
- b) Changing Places toilet facility.
- c) Climate Emergency: to consider writing to Yorkshire Water to determine their plans for peat restoration on the area of Ilkley Moor in the Bingley area.

2223/119 Finance

- a) To receive the schedule of payments for September (to follow prior to the meeting).
- b) To agree the bank reconciliations for August 2022 (attached).
- c) To agree to vire £1,500 from the Allotments Reserve in the budget to general reserves (to cover the cost of recent allotment work).

2223/120 Policies

To approve the following policies (all attached):

- a) Councillor Induction and Access Policy.
- b) Dispensation Policy.
- c) Document Retention Policy.
- d) Procedure for the Co-option of Candidates.

2223/121 Finance and General Purposes (F&GP) Committee (Councillor Gibbons)

To receive an update and recommendations from the F&GP Committee (draft minutes attached) and to agree further actions, including on the following:

- a) Allotments' issues (to be discussed in item 2223/122 below).
- b) Grit bins: recommendation that two councillors to assess each proposed site for new grit bins on its own merits, using the Bradford Council assessment checklist, to provide recommendations to the F&GP Committee.
- c) Community Gift Card: recommendation that a vote to take place whether to pursue this scheme by the Full Council.
- d) Speed Indicator Devices (SIDs): recommendation that two solar powered SIDs be purchased: Town Clerk to liaise with Highways at Bradford Council to determine the total cost.
- e) Green and Clean Forums: recommendation to reinstate the Green and Clean Forums.
- f) Internal auditor: recommendation to approve Account-Ant as the internal auditor for 2022-23.

2223/122 Allotments (Councillors Goode and Fenton)

To consider any allotments issues, including to approve any recommendations from the F&GP Committee on the following:

- a) Recommendations on volunteer working/insurance cover:
 - The Admin Officer to liaise with the insurance company to determine whether holding an annual list of volunteers, who could undertake voluntary work, such as strimming, at the allotment site at their own leisure after agreeing to all the Council's risk assessments/policies/procedures, would be covered by the Council's insurance; if so, this to be administered by the Admin Officer annually at the time of renewing tenancy agreements.
 - The Volunteer Policy to be amended accordingly following the advice of the insurance company.

- Plot holders to continue to undertake voluntary work at the allotment site mindful that they are not currently covered by the Council's insurance for this work.
- b) Recommendation that boundary markers be placed within the wooded area between the canal and allotment fence to mark land ownership at the Beck Lane allotment sites, and that Councillors Goode and Williams to undertake this work.
- c) Recommendation to not have a living security hedge at the boundary of plots 1a and 1b.
- d) Recommendation that the decision of plot splitting is to be made by the F&GP Committee, following recommendations from Councillors Goode and Fenton and the Allotments Officer; to follow the general policy of moving towards quarter plots where possible; all plots to have a standard price irrespective of size; and plot 8a to be considered for splitting as soon as it is available.
- e) Recommendation that the F&GP Committee to assess each plot individually on its own merits.

2223/123 Planning Committee (Councillor Clough)

To receive any updates from the Planning Committee (draft minutes attached).

2223/124 Traffic consultation

To consider the consultation from Highways at Bradford Council regarding the Park Road Casualty Reduction Scheme, part of the Safer Roads Programme, comprising of the following three main features:

1. Existing Zebra-crossing near Charles Street to become raised speed-table type - existing footways around tactile paving to be taken up and re-laid (plan attached: THN/105375/CS-1A).
2. New mini-roundabout at the junction with Priestthorpe Lane and Beck Lane – existing pedestrian refuge island on Priestthorpe Lane to be relocated, new pedestrian island and new traffic island on Park Road (plan attached: THN/105375/PL-1A).
3. New mini-roundabout at the junction with Lady Lane (plan attached: THN/105375/LL-1A).

2223/125 Community events

To consider the following local events, including to receive updates and to agree any actions:

- a) Remembrance Day (Sunday 13th November 2022, including to approve the cost of a wreath).
- b) Christmas in Bingley (November 2022).

2223/126 Green and Clean (Councillor Goode)

To consider any updates on Green and Clean.

2223/127 Five Rise Way-marking (Councillor Gibbons)

To receive a progress update on the Five Rise Way-marking project.

2223/128 Play in the Park 2023 (Councillor Drucquer)

To consider booking the Play in the Park events for summer 2023 (all Fridays: 28th July, 4th August, 11th August, 18th August, 25th August, 1st September), including consideration of the increase in price (from £600 to £700 per session) and whether to organise portaloo.

2223/129 Town Clerk's Report

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

2223/130 Correspondence

To note any correspondence received by the Council and to agree any actions if necessary, including on the following:

- a) Emails from resident re Priestthorpe Annexe update.
- b) Email from Councillor Sullivan, Bingley Rural, re 'Warm Spaces' (email attached).
- c) Email from YLCA re White Rose publication, training, NOCA protocols for Queen's death etc.

- d) Emails from Amplitude re update on World Cup event in November/December 2022.
- e) Email from Jerr Wood Action Group and local Ward Councillor re concerns re the area.
- f) Email from representative of BCB Radio re proposal for a local council radio show.
- g) Email from resident re concerns over parking on grass verges etc. near Beckfoot School.

2223/131 Promotional items

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

2223/132 Date of the next meeting

To agree the date of the next Full Council meeting as Tuesday 25th October 2022 at 6.30pm at The Eldwick Church, Otley Road, Eldwick.

2223/133 Exclusion of press and public

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

2223/134 Staffing

To receive feedback from the Town Clerk's annual appraisal and to agree any actions, including on the following:

1. To approve the cost for the Town Clerk to undertake the Financial Introduction to Local Council Administration (FILCA, facilitated by the Society of Council Clerks, SLCC).
2. To approve the incremental pay rise.

2223/135 Councillor meeting attendance

To note the Councillor meeting attendance spreadsheet (to follow), and to agree how this should be presented on the website.