

BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

Minutes of the meeting of the Finance and General Purposes Committee held on Wednesday 8th May 2024 at 6.30pm at the Hub, Myrtle Place, Bingley, BD16 2LF

Councillors present: Fenton, Gentleman, Gibbons, Goode, Heseltine, Truelove, Williams, Winnard
Member Councillors absent: None
In attendance: Eve Haskins (Town Clerk)
Members of the public: None

Start time: 6.30pm

End time: 7.40pm

Apologies to residents:
due to technical reasons, this meeting was not recorded
and therefore it has not been possible to place it on YouTube

2324/197 Apologies for absence

No apologies received.

2324/198 Disclosures of interest

None received.

No written requests for dispensation had been received.

2324/199 Minutes

Resolved to confirm the minutes of the Finance and General Purposes (F&GP) Committee meeting held on 10th April 2024 as a correct record.

2324/200 Confidential items to be discussed under item 2324/211

No further items to be discussed in confidence after item 2324/211, following exclusion of the press and public, due to their sensitive nature.

2324/201 Public Participation

None.

2324/202 Allotments

Resolved to agree the following update regarding the allotments:

- Vacancies/plot splitting: at Beck Lane, plots 10D and 20A have been let; available plots 20B and 20C at Beck Lane are in good condition and ready to be let – Admin Assistant is currently working down the waiting list; plot 4A has been cleared of rubbish and key returned, waiting to be split before being let; plot 6A: waiting for gardener to quote on the removal of bricks/breeze blocks and then that will be available, also waiting for quote from gardener for removal of shed

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on plot 5, removal of rubbish left by plot 20 and for compost bins; plot 6B is still available but no one is keen due to the condition/large metal poles; plot 1B1 has been let, free for 12 months.

- Rent payments: rents overdue from Beck Lane plots 16, 16A and 21.
- Padlocks: Councillor Goode has purchased the new padlocks for both allotment sites.
- Annual inspections: Admin Assistant has already organized all the paperwork for the inspections, which will be taking place on Saturday 25th May.
- Correspondence re lack of water at Stanley Street: agreed that the price for the allotments to remain the same for all plots, irrespective of size or water availability.
- Asbestos: shed needs to be emptied on plot 19 before the asbestos removal can take place.

2324/203 Speed Indicator Device (SID)

Noted that the SID has now been received sited in Cottingley and discussed the need to agree who is to be responsible for the SID deployment; still awaiting response from Highways at Bradford Council Highways to determine exactly what is required to obtain the data from the SID, how often it needs to be done, etc. – agreed that the Town Clerk to chase this response, as well as asking Highways what they do with the data from the Park Road SID and whether they would like the Cottingley SID data shared with them also.

2324/204 Bank reconciliation, statement, balances, budget monitor, internal controls

- a) **Resolved** to approve the bank reconciliations for April 2024.
- b) **Resolved** to approve the bank statements for April 2024.
- c) **Noted** the balances to date as follows: Unity Bank: £73,305.85, Public Sector Deposit Fund: £313,334.
- d) **Noted** the year end budget monitor for 2024-25.
- e) **Noted** the internal controls' report for Quarter 4 2023-24.

2324/205 Standing Orders

Resolved to recommend to Full Council to agree the Standing Orders, subject to the following amendments:

- 1g: amend to state "An amendment shall not be considered unless it is requested by the chairman of the meeting, and at the discretion of the chair it should be expressed in writing."
- 1n: amend to state "Where amendment(s) to an original motion are carried, the mover of the original motion shall have a right of reply either at the end of debate on each amendment or at the very end of debate on the final substantive motion before it is put to the vote."
- 3g: amend to add "at the discretion of the chairman."
- 3i: amend to state "A person shall raise his hand when requesting to speak."
- 4dvi: remove this order (as committees appoint the chairs at the Town Council).
- 13f: remove this order.

2324/206 Insurance

Resolved to agree to recommend Hiscox for the annual insurance to the Full Council for agreement.

2324/207 Green and Clean

Noted the update on Green and Clean from Councillor Goode as follows:

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- Litter picks: liaising with Crossflatts Village Society regarding organising a litter pick on 22nd June.
- Green and Clean Forum: next Forum due to take place on 10th August.
- Plants: the two three-year contracts for supply and watering of plants are due to expire this year, agreed the Town Clerk to arrange for more quotes to be obtained.

2324/208 CIL funding

Resolved to confirm that the following CIL reserves have been allocated to the bandstand project: 2018-2019: £2,948; 2019-2020: £2,731; 2020-2021: £4,219; 2021-2022: £1,833; 2022-2023: £953.

2324/209 Risk Management

No new risks to the Council identified.

2324/210 Date of next meeting

Noted the provisional date for the next Finance and General Purposes Committee meeting on Wednesday 12th June 2024 at 6.30pm at the Hub, Myrtle Place, Bingley (to be ratified at the Annual Meeting of the Council on 28th May 2024).

2324/211 Exclusion of the press and public

Resolved to exclude the press and public from agenda item 2324/212, 2324/213 and 2324/214 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

2324/212 Annual Report for 2023-24

Resolved to agree the quote of £1,250 for delivery of the Annual Report for 2023-24.

2324/213 The Hub

Resolved to receive the following updates on the issues associated with the Hub and to agree the following actions:

- a) Electrical work: agreed the quote of £2,404.79 for the electrical work.

2324/214 Allotments' costs

Resolved to agree the quote from Safe Environment for the asbestos work at the allotment sites; to arrange for soil testing to be carried out again once the asbestos has been removed.

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