

BINGLEY TOWN COUNCIL



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

Minutes of the Full Council meeting of Bingley Town Council held on Tuesday 30th August 2022 at 6.30pm at Bingley Baptist Church, Clyde Street, Bingley

Councillors present: **Beckwith, Carney, Drucquer, Fenton, Gibbons, Goode, Heseltine, Malik, Truelove, Williams**

In attendance: Eve Haskins (Town Clerk), Nicola Mansfield Smith (Deputy Clerk)

Members of the public: Three

Meeting commenced at 6.32pm.

RD entered meeting at 6.34pm.

2223/85 Chair's remarks

Resolved to receive the following remarks from the Chair:

- The Play in the Park events over the summer have been successful as ever; the last one is this coming Friday in Myrtle Park.
- The monthly Farmers' Market was held at the beginning of August, where footfall was slightly improved.
- Bradford Council have submitted their bid to the Levelling Up fund; the Town Council have not been formally informed of the contents of this bid however understand from the local Ward Councillors that it focuses of the refurbishment of the pool, including a café and to partially cover Market Square.
- The Charity Commission have now set up the 'The 1887 Alfred Sharp Bingley Educational Trust', so will hopefully soon be in a position to move forward to distribute the funds from the old Priestthorpe Annexe building towards good causes in Bingley.
- Damart in Bingley is putting up a mural of the canal with six different panels; many thanks to the company for making Bingley look better.
- As we go into autumn and winter, with electricity and gas prices rising, there will be some residents who will struggle financially, and there is talk in the press of people setting up 'Warm Spaces', which the Town Council may need to consider going forward.

2223/86 Apologies for absence

Apologies received, and the reasons for absence approved, from Councillors Barton, Clough, Dawson, Kirdale, Miah and Winnard.

2223/87 Disclosures of interest

None.

No written requests for dispensation had been received.

2223/88 Minutes of previous meetings

Resolved to approve the minutes of the Full Town Council meeting held on 26th July 2022 as a true and correct record.

Chair..... 1

Date.....

2223/89 Confidential items due to be discussed after item 2223/110

Resolved that no agenda items to be discussed in confidence following the exclusion of the press and public in agenda item 2223/110, due to their sensitive nature.

2223/90 Public Participation

None.

2223/91 Presentation from Community Action Bradford and District

Resolved to receive information from Community Action Bradford and District (CABAD) Development Worker for the Shipley constituency, Chris Hancox, as follows:

- Community Action Bradford and District have launched a new project to support community groups and organisations, called Here4BDCC (Here for Bradford District and Craven Communities), where organisations can get free support on a whole range of issues that they may be facing in these challenging times, such as developing projects, fundraising, volunteering, enterprise and training, marketing and social media and monitoring impact assessment etc.
- This is an action project between different community groups so organisations do not need to go to different places for advice.
- Project will undertake capacity building, volunteering, citizens' engagement etc. by supporting organisations or individuals wanting to set up organisations, in order to play a more active role in the community, and share information and experience.
- Will also help people set up the right kind of structures within the organisation to support volunteering, to ensure they receive right training, ongoing support etc.
- Will also provide safeguarding support, showing how organisations can operate to have the right structures in place to protect vulnerable people and volunteers.
- Will help any local group that needs any kind of support, including informal groups (older persons' social group), to large organisations, community businesses/charities, and will also support relatively new start businesses and anyone working to set up such an organisation.
- Try to work in inclusive way, go out to see people to talk through the processes and help them to raise money.
- More information can be found online soon with the launch of a new website, and the CABAD's Briefing Bradford online newsletter provides further information on training, funding etc.

Mr Hancox answered councillors' questions on the project, including the following:

- How can the Council work together with CABAD to help this project?
The Council could refer groups who are looking for support, and publicise the project via Council media dissemination: agreed that the Town Clerk to organise for a brief article on the project to be included in the upcoming monthly mailing.
- Are there a team of people working on this project?
Yes, significant numbers of staff have been recruited.
- Could the project help the Council with our Youth Involvement Working Group?
No, the project is not intended to support Councils: the main reason for coming here was to make the Council aware of this project in case there are any local organisations that the Council feels would benefit from the support, as councillors come into contact with the public on a regular basis.
- Who funds this project?
Bradford Council and Children's Services, among others; it is funded by a contract rather than grants.
- How long is this project contracted for?
Initially three years.

The Chair thanked Mr Hancox for attending the meeting.

2223/92 Ongoing items

a) Bingley Pool:

Councillor Carney confirmed that the Levelling Up bid has been submitted by Bradford Council for a major refurbishment of the pool, the outcome of which should be known in autumn. The Chair confirmed that the Council's application to nominate Bingley Pool as an Asset of Community Value (ACV) has been accepted by Bradford Council.

b) Changing Places toilet facility:

Councillor Williams reported that the pod for the Changing Places facility is still being prepared, and is reportedly of high quality. Agreed that the Changing Places Working Group members to liaise regarding an opening ceremony for the facility.

c) Climate Emergency:

Agreed to defer this item to be deferred to the September meeting, due to the absence of Councillor Barton, who will be investigating who owns this land in the interim period.

2223/93 Finance

Resolved to receive and approve the schedule of payments for August and to agree the bank reconciliations for July 2022.

2223/94 Policies

Resolved to approve the following policies:

- a) Freedom of Information Policy.
- b) General Privacy Notice.
- c) Information and Data Protection Policy.
- d) Model Publication Scheme.
- e) Security Incident Policy, subject to the following amendments: the email addresses of the Town Clerk, Chair and Vice Chair of the Council all to be included.
- f) Staff, Councillors and Role Holders Privacy Notice.

Town Clerk to arrange for the reviewed policies to be placed on the website.

2223/95 Events, Marketing and Communications (EMAC) Committee

Resolved to receive an update and to agree the following recommendations from the EMAC Committee:

- a) Terms of Reference approved: Town Clerk to arrange for them to be placed on the website.
- b) Markets update: discussed how to improve footfall via advertising, how to encourage greater councillor presence at markets and approved the recommendation to increase the entertainers' fee to a maximum of £150. The Chair also reported back from a markets' meeting held last week and confirmed that Bradford Council will be improving the electrics in Market Square; Councillor Goode confirmed that there is a separate floor box adjacent to where Christmas tree goes that supplies it: Town Clerk to liaise with the Markets' Manager at Bradford Council to inform them of confirmation of the electricity supply for the Christmas tree.
- c) Communication: Admin Assistant is publicising the markets via social media; and approved the recommendation to investigate potential article/adverts in the Bingley Directory.
- d) Hub opening times: approved the recommendation to change these to 10am to 12pm on Mondays and Wednesdays.

2223/96 Finance and General Purposes (F&GP) Committee

Resolved to receive the following update and recommendations from the F&GP Committee, and to agree the following:

- a) Allotments' issues (to be discussed in item 2223/97 below).

- b) Agreed the recommendation to opt into the Smaller Authorities' Audit Appointments Ltd (SAAA) central external auditor appointment arrangements.
- c) Agreed the recommendation that Councillor volunteers to attend training with Keighley Town Council to gain further understanding of the maintenance process of Speed Indicator Devices (SIDs), and to agree volunteers as follows: Councillors Carney, Goode, Malik and Miah. Town Clerk to contact Highways at Bradford Council accordingly.
- d) To approve the Volunteer Policy (attached) and recommended approach to risk assessments, to undertake an appropriate risk assessment as each opportunity arises.

2223/97 Allotments

Resolved to consider allotments issues, including to approve some of the recommendations from the F&GP Committee meeting on the following:

- a) Recommendation to apply for planning permission for works on 10 trees on New Mill Gill (south of allotments), 4 to be thinned/crown lifted, 6 to be felled, 4 of which have current planning permission as part of b) below.
- b) Recommendation not to pursue at this time the felling of 9 trees to the west of the allotments adjacent to Five Rise Locks, for which planning permission has been previously obtained.
- c) Recommendation to commission tree and ivy clearance work, pending outcome of planning permission.

2223/98 Neighbourhood Plan

Resolved to receive an update on progress with the Neighbourhood Plan from Councillor Williams and to agree the following:

- a) Recommendation to pursue potential further funding options with Locality to update the Design Codes and Masterplan supplied by Aecom.

2223/99 Planning Committee

Resolved to receive an update from the recent Planning Committee meeting from Councillor Heseltine as Vice Chair, including to ratify the reviewed Terms of Reference.

2223/100 Community Events

Resolved to agree the following regarding community events:

- a) Bingley Weekender (5th August – 7th August 2022): not to liaise with the promoters regarding gender balance in the line ups.
- b) Event at Market Square (10th September 2022, 12pm – 9pm): to receive an update on the request to keep the Hub toilets open until 10pm on this day: the Hb cleaners are being flexible to ensure this happens.
- c) World Cup and Christmas in Bingley (November/December 2022): to receive an update that the application for this event has not yet been submitted to Bradford Council from Amplitude.

2223/101 Green and Clean

Councillor Goode reported the following on Green and Clean:

- Next litter pick due to be held on Saturday 10th September at Britannia Bridge, Bingley.
- Agreed that revitalising the Green and Clean Forum to be added to the next F&GP Committee meeting for consideration.
- Agreed that the Deputy Clerk to continue to liaise with Bradford Council regarding the watering contract, in light of the recent hosepipe ban.

2223/102 Five Rise Way-marking (pavement signs)

Councillor Gibbons reported that she has now viewed a plan from Bradford Council where the brown signs are proposed to be moved to however this is unreadable, and she has also asked again who is going to pay for this sign work.

2223/103 Grit bins

Resolved to agree the following regarding grit bin allocation for this year:

- a) Reminder email and spreadsheet to be circulated to all regarding the grit bin audit: item deferred to the next meeting.
- b) Determination on how it will be decided where to provide new bins (being mindful that Bradford Council do not have the capacity to carry out a thorough assessment of all the bins in the area) to be discussed at the next F&GP Committee meeting: item deferred to the next meeting.
- c) Bradford Council's policy of not providing new bins on unadopted roads not to be adhered to by Bingley Town Council as long as appropriate criteria is met.
- d) To not place stickers on the grit bins discouraging littering within them.

2223/104 Civility and Respect Pledge

Resolved to agree the following:

- a) To sign up to the Civility and Respect Pledge, subject to the Town Clerk verifying the typos within the pledge.
- b) To adopt the recommended Dignity at Work Policy.

2223/105 Town Clerk's Report

Resolved to accept and approve the Town Clerk's Report.

2223/106 Correspondence

Resolved to receive the following correspondence and agree necessary actions as follows:

- a) Emails from resident re concerns re fireworks: acknowledged.
- b) Emails from Bradford Council re successful ACV nomination for Bingley Pool: acknowledged.
- c) Email from resident re concerns re nuisance noise from Bingley pub: acknowledged, agreed that if residents raise concerns regarding local pubs to direct them to Pub Watch.
- d) Email from Bradford Council re consultation on Alcohol Public Space Protection Order consultation (deadline of 25th August 2022): acknowledged.
- e) Email from Community Action Bradford and District re support for community groups in the Bingley area: acknowledged.
- f) Emails from YLCA, including the signing of the Civility and Respect Pledge: acknowledged.
- g) Email from SAAA re 2022 opt out communication: acknowledged.
- h) Anonymous note from resident requesting that the Council arrange for the pruning of trees in Eldwick owned by Bradford Council: acknowledged, agreed to advise residents to contact Bradford Council directly, however Town Clerk to put in the request for Bradford Council to prune these trees.
- i) Email from cleaning company re rising costs: acknowledged.
- j) Email from Better Buses for West Yorkshire Coalition re cuts to services: acknowledged, agreed to send a letter to the Mayor of West Yorkshire re request for improved public transport.
- k) Email from Bradford Council re City of Culture 2025 bid request, and agreement that Director to attend the Full Council meeting in December: acknowledged.
- l) Message from City Solicitor re Priestthorpe Annexe: acknowledged.
- m) NALC briefing on analysis of Council Tax levels of local precepting authorities 2022-23: acknowledged.
- n) Emails from the Yorkshire Ambulance Service re defibrillators in Bingley: acknowledged.

- o) Email from resident complimenting Councillor Fenton on trees/horticultural knowledge at latest F&GP Committee meeting: acknowledged.
- p) Letter from Keighley Town Council requesting support re allocation of precept: acknowledged, agreed to support Keighley Town Council on this issue.
- q) Email from company who employ the security at Five Rise Shopping Centre received by Councillor Carney re racism/anti social behaviour etc.: forwarded to Ward Councillors for advice.

2223/107 Promotional items

Resolved to promote the following items for publication:

- Agenda item 2223/91: CABAD project.
- Agenda item 2223/92a: ACV approved for Bingley Pool.
- Agenda item 2223/94: Policies reviewed.
- Agenda item 2223/95d: Hub opening hours to be changed to Monday/Wednesday 10am to 12pm.
- Agenda item 2223/103a: Suggestions invited for locations for new grit bins.
- Agenda item 2223/104: Civility and Respect Pledge, and adoption of Dignity at Work Policy.
- Agenda item 2223/108: Meeting dates for November/December 2022 and January 2023.

2223/108 Meeting dates for November/December 2022 and January 2023

Resolved to agree the following meeting dates for November and December 2022 and January 2023, as suggested to fit in with the deadline for the precept demand: no Full Council meeting in November 2022 – to be rearranged to 6th December 2022; subsequent Full Council meeting to take place on 17th January 2023; December Planning Committee and F&GP Committee meetings to take place as originally agreed (Planning Committee on 13th December, and F&GP Committee on 14th December 2022).

2223/109 Date of next meeting

The date of the next Full Council meeting agreed as Tuesday 27th September 2022 at 6.30pm at Bingley Baptist Church, Clyde Street, Bingley.

2223/110 Exclusion of press and public

No items of a confidential nature.

The meeting closed at 8.45pm.