

BINGLEY TOWN COUNCIL



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

Minutes of the Full Council meeting of Bingley Town Council held on Tuesday 25th April 2023 at 6.30pm at Bingley Baptist Church, Clyde Street, Bingley

Councillors present: Beckwith, Clough, Fenton, Gibbons (Chair), Goode, Heseltine, Kirdale, Miah, Truelove

Councillors absent: Carney, Drucquer, Malik, Williams, Winnard

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

Members of the public: One

Meeting commenced at 6.30pm.

2223/253 Chair's remarks

Noted the following remarks from the Councillor Gibbons, the Chair of the Town Council:

- Welcome to the last meeting of the civic year.
- At the last meeting, a councillor used some ill-chosen words in relation to the behaviour of the former Site Representative at Beck Lane allotments, which need to be corrected: we confirm that there have never been any official complaints received regarding the former Site Rep.
- The Annual Town Meeting was held on 19th April, attended by several councillors and a few representatives of local community groups who gave presentations, however not many members of the public were in attendance. The presentations illustrated the great work the groups have achieved with their Town Council grants; these grant funds have now been replenished so we would like to invite other community groups to apply for one for any projects which benefit the parish.
- Local elections, for Bradford Council and the Town Council, are due to be held on 4th May: all nominated candidates for the Town Council are already deemed elected as the seats were uncontested therefore no elections need take place. Many thanks were expressed to Councillors Barton and Kirdale, who have chosen not to stand again, for all their hard work and commitment to the Town Council.
- The first meeting of the new Town Council will be held on Tuesday 16th May, at Bingley Baptist Church, and this will be the Annual Meeting of the Council 2023.
- The first of the concerts commissioned by the Town Council for Myrtle Park bandstand will take place this Sunday, 29th April, from 2pm-4pm.
- The Town Council has not planned any event to commemorate the coronation, due to lack of time and capacity, however we are publicising any local event that is brought to our notice, and Bradford Council will be putting up bunting in Market Square.

2223/254 Apologies for absence

Apologies received, and the reasons for absence approved, from Councillors Carney, Williams and Winnard.

2223/255 Disclosures of interest

No disclosures of interest. No written requests for dispensation had been received.

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Chair.....

Date.....

2223/256 Minutes of previous meetings

Resolved to approve the minutes of the Full Town Council meeting held on 28th March 2023 as a true and accurate record.

2223/257 Confidential items due to be discussed after item 2223/272

Resolved that no further agenda items to be discussed in confidence following the exclusion of the press and public in agenda item 2223/272, due to their sensitive nature.

2223/258 Public Participation

1. New councillor

William Gentleman, who will be a new Town Councillor next month, was welcomed to the meeting.

2223/259 Ongoing items

- a) Bingley Pool: Councillor Heseltine reported that the next public meeting of the Friends of Bingley Pool is due to be held on Wednesday 10th May, 7pm -8.30pm, at Bingley Grammar School (N.B. this meeting has now been postponed).
- b) Climate Emergency: No updates, solar panels to be discussed under agenda item 2223/263.
- c) Speed Indicator Devices (SIDs): Response received from Highways at Bradford Council, querying one location; Councillor Miah to send photos of the queried posts to send on. Agreed that the Town Clerk to continue to liaise with Highways at Bradford Council to circulate the photos requested, and to compile a consolidated document indicating all the potential sites, which can then be assessed by the Finance and General Purposes (F&GP) Committee.

2223/260 Finance

Resolved the following:

- a) Annual Governance and Accountability Return (AGAR) for 2022-23:
 - (i) To note the Annual Internal Audit Report 2022-23.
 - (ii) To complete and approve Section 1: Annual Governance Statement for 2022-23.
 - (iii) To approve Section 2: Accounting Statements for 2022-23.
 - (iv) To note the period for the exercise of public rights as being 5th June to 14th July 2023.
 - (v) To note the Internal Auditor's year end audit supplementary report, and to agree this to be deferred to the F&GP Committee for further consideration.
- b) To receive and approve the schedule of payments for April: Town Clerk/Deputy Clerk to investigate the water bill for Beck Lane allotments from December to March as the water is closed off during this period.
- c) To agree the bank reconciliations for March.
- d) To agree to ratify the Asset Register; to be reviewed quarterly going forward, and following staff training on this issue in June.
- e) To receive an update on the bandstand electricity supply (CIL expenditure) from Councillor Goode, as follows: Email received from Bradford Council, agreeing to this and requesting to see the specification/more information on the power supply etc., which the Town Council have not seen as it was arranged by Bradford Council originally; agreed that the Town Clerk to contact the relevant Bradford Council representative to request this information, and confirm that a comprehensive SLA between Bradford Council and the Town Council would be required for this project. Thanks were expressed to Councillor Goode for pursuing this project.

2223/261 Emergency Support Sub Committee

Noted the following update from Councillor Heseltine on the Emergency Support Sub Committee: staffing team are monitoring all contacts on the Emergency Plan; still awaiting information from Bradford Council's Emergency Team on hand out cards and training; and awaiting the outcome of the

funding applied for; agreed that the Town Clerk to contact the Emergency Planning Team at Bradford Council again to determine the progress on the training and funding.

2223/262 Events, Marketing and Communications (EMAC) Committee

Noted the following update from Councillor Gibbons on the recent EMAC Committee meeting: it was agreed that it was too late to organize any coronation events due to lack of time and manpower, however agreed to publicise the events of other groups; and will meet again after the new Town Council has been elected in May. Councillor Goode provided an update on the bandstand concerts in Myrtle Park: nine bands have now been booked, six of which will be paid for by the Town Council; Bradford Council and the Friends of Myrtle Park are also involved in the organisation of these concerts.

2223/263 Finance and General Purposes (F&GP) Committee

Noted the following update from Councillor Gibbons from the recent F&GP Committee meeting:

- First grant of the financial year approved for Bradford and Bingley Cricket Club.
- Reviewed the Asset Register.
- Work on Hub discussed: Councillor Truelove to investigate alternative suppliers for the potential solar panel project.

2223/264 Neighbourhood Plan Working Group (NPWG)

Noted the following update from Councillor Gibbons from the recent NPWG meeting:

- Neighbourhood Plan mostly completed by the designer including the main body of the text, however a significant number of photographs are still required: Councillor Williams had a meeting with Bingley Camera Club to provide them with more information on this project and request more photos.
- Major work to do still on the policies map, which is a map of the whole parish illustrating the various areas/curtilages of properties that have been highlighted.
- Plan will come back to the Full Council in June, ready to go to Schedule 14 Consultation, and should be completed during the next civic year.

2223/265 Planning Committee

Noted the update from Councillor Clough from the recent Planning Committee meeting: recommendations on applications decided, there have already been seven applications received for the next meeting on 23rd May and extensions granted.

2223/266 Green and Clean

Noted the following update from Councillor Goode on Green and Clean:

- Litter picks:
 - The most recent litter pick was held last Saturday 22nd April, with 16 volunteers collecting 21 bags of rubbish at Crossflatts; a further four bags were collected at Dowley Gap by couple who collected there at the last litter pick.
 - Please let Councillor Goode know of any areas that need litter picking.
- Green and Clean Forums:
 - Next Forum has been arranged for a speaker on the Clean Air Zone on Saturday 27th May, Cardigan House, 10am-12pm.

2223/267 Five Rise Way-marking (pavement signs)

Noted the following update from Councillor Gibbons on the Five Rise way-marking scheme: still awaiting responses from Bradford Council regarding the plan for the brown signs being moved; did liaise with Canal and Rivers Trust to reinvigorate them in the project, however they need to check their current available finances, noted that they plan to remove the litter bins from the canal side for financial

reasons. A joint approach to Bradford City of Culture 2025 for funding is planned; may have to opt for cheaper alternatives if this is unsuccessful (e.g. painted stones on the footway).

2223/268 Town Clerk's Report

Resolved to accept the Town Clerk's Report.

2223/269 Correspondence

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

- a) Email from Bradford Council's Grow and Enabling Team re the future of Bingley: Councillor Gibbons reported that a meeting was held between with her, the Team's consultants and the Town Clerk, for the consultants to find out more about Bingley; Councillor Gibbons highlighted it was neglected, due to lack of investment by Bradford Council.
- b) Email from Post Office re consultation re the closure of Gilstead Post Office: noted.
- c) Email from Eldwick Church re increase in room rent for microphone set-up at meetings: noted, agreed to look for alternative smaller locations for future meetings.
- d) Email from Bradford Council Highways Department re locations for SIDs: see item 2223/259c.
- e) Email from Canal and Rivers Trust re litter bins on the canal: noted, agreed that the Town Clerk to liaise with Bradford Council to determine whether they have plans to take on these bins.
- f) Notifications from Bradford Council on the following:
 - Development of a new 20-year Development Framework for Shipley and Bingley: see item 2223/269a above.
 - Consultation on the first draft of the Bradford District Design Code for new homes and streets: noted, already been discussed by the Planning Committee.
 - Notice of uncontested elections: noted, see item 2223/253.
- g) Email expressing thanks from Cottingley Community Association for the CIL money granted to pay for the new flower beds: noted.

2223/270 Promotional items

Resolved to promote the following items for publication:

- Agenda item 2223/253: Uncontested elections, there will be two vacancies (news will follow).
- Agenda item 2223/260a: Completion/approval of the AGAR.
- Agenda item 2223/262: Bandstand concerts starting this Friday.
- Agenda item 2223/263: Grant to Bradford and Bingley Cricket Club.
- Agenda item 2223/266: Litter picks, thanks to Crossflatts residents, and Green and Clean Forum.

Councillor Goode expressed his thanks to Councillor Gibbons for the excellent job in the role of Chair of the Town Council over the past year and asked for it to be included in the minutes.

2223/271 Date of next meeting

The date of the next Full Council meeting agreed as Tuesday 16th May 2023 at 6.30pm at Bingley Baptist Church, Clyde Street, Bingley, and to confirm this meeting as the Annual Meeting of the Council 2023.

2223/272 Exclusion of press and public

Resolved to agree that members of the press and public be excluded from item 2223/273 under provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of an item of a confidential nature.

2223/273 Staffing

Resolved to agree the incremental pay rise for a member of staff following a successful annual appraisal.

Meeting closed at 7.40pm.