

# BINGLEY TOWN COUNCIL



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

## Minutes of the Full Council meeting of Bingley Town Council held on Tuesday 27<sup>th</sup> June 2023 at 6.30pm at Cardigan House, Ferncliffe Road, Bingley

Councillors present: **Beckwith, Carney, Clough, Drucquer, Gentleman, Gibbons (Chair), Goode, Heseltine, Miah, Truelove, Williams, Winnard**

Councillors absent: Fenton, Malik

In attendance: Eve Haskins (Town Clerk)

Members of the public: Three (including Ward Councillor Susan Fricker)

**Meeting commenced at 6.30pm.**

### **2324/31 Chair's remarks**

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

- Hope everyone been enjoying the good weather in June.
- It has been a quiet June as a council, however there has been the usual litter pick and concerts in Myrtle Park; there have also been successful local events organised externally including Eldwick Gala.
- Looking forward to July, with the free concerts in the park on the 9<sup>th</sup>, 16<sup>th</sup> and 30<sup>th</sup>, at 2pm, and the Play in the Park events also start at end of July.

### **2324/32 Apologies for absence**

Apologies received, and the reasons for absence approved, from Councillor Fenton.

### **2324/33 Disclosures of interest**

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

### **2324/34 Minutes of previous meetings**

**Resolved** to approve the minutes of the Annual Meeting of the Council held on 16<sup>th</sup> May 2023 as a true and accurate record.

### **2324/35 Confidential items due to be discussed after item 2324/51**

**Resolved** to agree that no further agenda items to be discussed in confidence following the exclusion of the press and public in agenda item 2324/51, due to their sensitive nature.

### **2324/36 Public Participation**

1. Events, Marketing and Communications Committee (EMACC) meeting, ongoing projects, councillor attendance at local events

A member of the public queried whether the EMACC meeting planned for tomorrow evening will be quorate, due to the vacancies that need to be filled: the Chair responded that this meeting will be quorate due to existing members.

The member of the public also queried the lack of progress with several Town Council projects which have been on agenda for a long time, including the way marking posts scheme for Five Rise Locks and

1

Chair.....

Date.....

the Speed Indicator Devices (SIDs): the Chair explained that the Town Council is doing all it can to progress these projects, however is reliant on other organisations from whom response is awaited.

The member of the public also asked expressed disappointment that there had not been a Town Council presence at the recent Eldwick Gala and highlighted the need to improve communications with the public. Councillor response included that previous attendance at this Gala has shown a lack of interest in the work of the Town Council; confirmed also that greater communication with the public is due to be discussed at the EMACC meeting tomorrow evening.

**2324/37 Ongoing items**

- a) BCB Radio request: agreed that Councillors Carney, Gibbons, Goode, Heseltine, Williams and Winnard to take part in this radio programme about the Town Council; Town Clerk to contact everyone to agree a mutually convenient date then liaise with the BCB representative.
- b) Bingley Pool: no updates.
- c) Climate Emergency: no updates.
- d) Speed Indicator Devices (SIDs): Councillor Miah reported that no response has yet been received on this issue by Bradford Council; agreed that the Town Clerk to write to Simon D'Vali, Principal Engineer of Highways at Bradford Council to invite him to a Town Council meeting to discuss this further, copying in both the Chief Executive and Leader of Bradford Council.

**2324/38 Councillor vacancies**

Noted that there are two councillor vacancies, and that the co-option deadline date was extended to 11<sup>th</sup> July; one potential candidate who wrote to the Town Council expressing an interest has been invited to the next Finance and General Purposes (F&GP) on 12<sup>th</sup> July with a view to co-option taking place at the Full Council meeting at the end of July.

**2324/39 Election of members to Committees and Working Group**

- a) A discussion took place regarding a fair distribution of committee positions for councillor membership: no actions agreed.
- b) **Resolved** to elect the following members onto the following committees/working groups:
  - (i) EMACC: none.
  - (ii) Neighbourhood Plan Working Group: Councillor Heseltine.
  - (iii) Staffing Committee: Councillor Gentleman.

**Agreed to take agenda item 2324/40 after agenda item 2324/42.**

**2324/41 Policy review**

**Resolved** to agree the following:

- a) Complaints Procedure.
- b) Equality Policy.
- c) Health and Safety Policy.
- d) Model Publication Scheme.

**2324/42 Finance and General Purposes (F&GP) Committee**

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

- Adoption of the new business case process, deferred from last month's meeting: discussion took place regarding whether such a rigorous process was necessary; agreed to defer the issue back to the F&GP Committee meeting for further consideration of specific issues relating to the methodology used for the costing of projects (e.g. trigger points and lifetimes).
- Grant: Bradford and Bingley Tennis Club grant application for £2000 was approved, grant for £5000 for Bingley Congs Cricket Club was approved and Cottingley Community Centre grant

application was not approved. **Resolved** to ratify the grant to Bingley Congs Cricket Club for £5000.

- Allotments updates: making progress with allotments, and there are currently several that need to be let.
- Website update: agreed need to update the website to make it easier to navigate, to be discussed again at the next meeting.
- Unsung Community Heroes awards: more work to be undertaken on this idea prior to bringing it to the Full Council.

#### **2324/40 Finance**

**Resolved** the following:

- a) To approve the schedule of payments for June 2023.
- b) To approve the bank reconciliations for May 2023.

#### **2324/43 Neighbourhood Plan Working Group (NPWG)**

Noted the following update from Councillor Williams from the recent NPWG meeting: Neighbourhood Plan almost complete, including an effective policies map (a pictorial view which planners will use to drill down into the parish to see where the policies lie), which will be brought to the Full Council for approval in August; the consultation survey is currently being investigated with a view to going to Regulation 14 consultation in October/November, the questions for which have been agreed.

#### **2324/44 Planning Committee**

Noted the following update from Councillor Clough from the recent Planning Committee meeting: two meetings have taken place since the last Full Council meeting, where applications were considered and Councillor Clough was re-elected as Chair and Councillor Heseltine was re-elected as Vice-Chair.

#### **2324/45 Green and Clean**

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

- Green and Clean Forum was held with an interesting and informative presentation on the Clean Air Zone; not very well attended however discussion following the presentation highlighted the littering around Beckfoot School.
- Litter pick held on 10<sup>th</sup> June at Three Rise Locks, Bingley and 10 bags of rubbish were collected.
- Bedding plants now delivered and are currently finalising lists for the autumn bedding.
- New brackets have been ordered for the lampposts in Crossflatts due to the lampposts being changed.

#### **2324/46 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; the Canal and River Trust have confirmed that they can cover the cost for an information board in the car-park and still waiting for them to have the Bradford City of Culture 2025 in post to make more progress on way marking and hope they can increase. Agreed that the Town Clerk to incorporate the same concerns regarding the lack of response from Bradford Council on this issue in the letter to Simon D'Vali (agreed in agenda item 2324/37d above).

#### **2324/47 Town Clerk's Report**

**Resolved** to accept the Town Clerk's Report.

#### **2324/48 Correspondence**

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

- a) Email from resident re concerns re Bingley Town Hall and Bingley Pool: noted.

- b) Emails from YLCA re White Rose publications, training, D-Day 80<sup>th</sup> Anniversary etc.: noted, D-D 80<sup>th</sup> Anniversary event to be raised by Councillor Carney at the EMACC meeting tomorrow.
- c) Email from resident re concerns re roundabout at A650/B6265: noted, advised to contact Bradford Council.
- d) Email from resident re concerns re cutting down of trees in Myrtle Park: noted, advised to contact Bradford Council.
- e) Email from resident re noise concerns re emptying of bins at Bingley Grammar School: noted, Councillor Carney reported that she has liaised with the school's Operations Manager regarding these concerns, which have now been resolved.
- f) Email from Post Office Ltd re Gilstead Post Office: noted.
- g) Email from Bradford and Bingley Cricket Club re invite to their opening on 15<sup>th</sup> July: noted, three councillors are attending.
- h) Email from the Department of Transport re stopping up of highway at Crosley Wood Road, Bingley: noted.
- i) Email from potential candidate for co-option onto Town Council: noted, see agenda item 2324/38.
- j) Email from resident re request for road markings on Bradford Road, Bingley: noted, advised to contact Bradford Council.

**2324/49 Promotional items**

**Resolved** to promote the following items for publication:

- Agenda item 2324/31: Bandstand concerts and Play in the Park events.
- Agenda item 2324/38: Town Council vacancies/co-option notice.
- Agenda item 2324/39: New members appointed to committees.
- Agenda item 2324/42: Grants awarded.

**2324/50 Date of next meeting**

The date of the next Full Council meeting agreed as Tuesday 25<sup>th</sup> July 2023 at 6.30pm at Cottingley Town Hall, Main Street, Cottingley.

**2324/51 Exclusion of press and public**

**Resolved** to exclude the press and public from item 2324/52 under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.

**2324/52 Staffing issues**

A discussion took place regarding the number of hours the staffing team work in the office; agreed that this issue to be discussed at the next Staffing Committee meeting (Town Clerk to contact all members to agree a date).

**Meeting closed at 8.27pm.**