**All members of the Council, you are hereby summoned to attend an Ordinary Full Council Meeting of Baildon Town Council, to be held at Upper Fold, Wesleys Methodist Church**

 **7.00pm on Monday the 18th March 2024.**

Members of the press and public are entitled by law to attend all meetings of the Council and to record and film the proceedings of those meetings in accordance with the Council’s policy on the effective management of recording at Council meetings. However, under the provisions of the Public Bodies (Admissions to Meetings) Act 1960 S1(2), members of the public and the press will be excluded during consideration of business of a confidential nature.

**Helen Thornton** , Helen Thornton, Town Clerk 12th March 2024

**AGENDA**

**1.Chair’s opening remarks**

**2. Receive and approve reasons for absence**

**3. Disclosures of interest**

To receive disclosures of interest from members on matters to be considered at the meeting.

**4. Minutes of the previous meeting**

To approve the minutes of the meeting of the Full Council held on the 4th December 2024.

**5. Clerks’ report**

**6. Public participation**

**7.** **Important information from Councillors and staff**

**8. To consider current Planning applications on CBMDC website and to agree actions (see planning4Bradford.com).**

 To consider (and comment if necessary) on the following applications:

See Appendix 1

**9. Neighbourhood Development Plan**

To receive a verbal update report from the Clerk on the progress being made on the Neighbourhood Development Plan.

The consultant Kirkwells are supporting the development of the Plan and each year there is the opportunity to apply for a funding grant from The Groundwork Trust.

In order to manage the grant process effectively (including paying unspent grant back and reapplication) it is recommended that Council delegates to the Clerk the management of the Planning Earmarked Reserve.

# **10. Baildon Town Council Action Plan 2023/2024 – Mid Term (Six Month) Progress Report**

The Baildon Town Council Action Plan, approved by Council in July 2023, represents the Council’s top priorities for the current year. *(A new Action Plan for 2024/25 will be considered at the second Council meeting of the new municipal year.)*

* To note and approve the 6-month mid-term Action Plan Progress report 23/24

**11. Update on Jenny Lane Playground refurbishment.**

Jenny Lane playground is owned and managed by Bradford Council. BTC has approved a financial contribution of £20k to this project, which is due to commence before May 2024. To receive and note an update on this project.

**12. Application for Local Council Award Scheme Foundation Level**

* To receive a report on the progress made in collating the portfolio of evidence for this application.

# To resolve that the council confirms that all documentation and information is in place for the Foundation award and where applicable, is published on its website.

* To delegate to the Clerk the making of the application.

**13. Proposal from the Baildon Civic and Historical Society (BCHS) on Yorkshire Day on Saturday 3rd August 2024**

Although the Environment Committee includes BCHS in their Terms of Reference the Society has been asked to present their report to Full Council as their plans are cross cutting across Committees.

- To receive a progress report from BCHS on planning Yorkshire Day

- To consider an application from BCHS for £1,000 to assist with the implementation of Yorkshire Day.

**14. The future of 1-3 Northgate, vision and options for the future of the Baildon Library and Town Council Offices.**

Bradford Council are the owners of 1 – 3 Northgate, which is intended to be the location for Baildon Library and BTC Offices. Bradford Council have requested that BTC consider options for the way forward**.** To receive a report from the Clerk and consider the issues raised.

**Recommended that Council**:

1. agrees a Vision for 1-3 Northgate
2. delegates to the Clerk the research, development and submission of external funding applications to support this Vision in liaison with the Chair.
3. agrees a preferred option for progressing this project in partnership with Bradford Council, and delegates to the Clerk, liaising with the Governance Committee, to negotiate details of this with Bradford Council

**15. Planning Consultation Process Review**

To receive a report from the Clerk which summarises the outcome of the Planning review the process for commenting on planning applications.

**Recommended that council approves:**

1. the creation of a Planning Committee and Terms of Reference
2. the Scheme of Delegation to the Clerk for Planning
3. the implementation of this new approach starting in May 2024 for a year (to April 2025) with a further review in Oct/Nov 2024.

**16. To consider and agree a date for a visit/presentation from the Lieutenancy Office.**

**17. Schedule of Council Meetings 2023 / 2024**

To review and consider the proposed 2024/2025 schedule of meetings from the Governance Committee. **Council is asked** to make any necessary amendments and approve the schedule of meetings for 2024/2025.

**18. Promotional opportunities**

**19. To notify the Clerk of any item for future agenda. Next meeting date**

 The next meeting of the full council (Annual and First Council meetings) will be on 13th May 2024

 Town Clerk Tel. 01274 593169 Email: clerk@baildontowncouncil.gov.uk

*The council welcome public participation at their meetings. Under Standing Orders 1 (c) (d) (e) & (f) the members will determine whether to refer matters arising to in this session to be referred to a future ordinary council meeting, committee or Clerk. There is no requirement in law for an immediate response to be made at the meeting. Under Public Participation, no member of the public, councillor or officer, may speak for more than three minutes on one item unless agreed by the Chair.*