**Minutes of the Full Council Meeting held on**

**Monday 5th December 2022 at 7pm**

# Present:

Cllrs G Dixon, J Ashton, D Reed, A Foster, P Sharkey, G Jennison, & W Wyatt-Millington, S. Hewitson, Ward. Cllr. M. Pollard

**Apologies:**

Cllrs AM Dooley, J Kean, L Oakley, Ward. Cllrs, D Davies & A Coates

# FC2223/39 Chair’s opening remarks

The Chair praised the Christmas lights switch on and thanked Cllr G. Jennison and Deputy Clerk James for their hard work. The chair also reminded councillors of the Christmas Lunch.

# FC2223/40 Presentation from Dan Bates, Executive Director for City of Culture Bradford 2025

Dan explained he was currently in a recruitment phase to build the staff up to approx.70 people. The year is planned to have approx.1,000 performances; commissioning 365 artists with 24 Festivals. Dan promised to keep BTC appraised as the offer develops.

During 2023 there will be a series of test events following the start of commissioning. Anyone wishing to get involved can submit ideas via the website.

Bradford anticipates giving out small scale grants and will focus on the post 2025 legacy and the creative industries.

## It was agreed that BTC Economy committee will lead on the Bradford City of Culture 2025 with Cllr William Wyatt Millington as lead councillor.

**FC2223/41 Cost of Living Fund/ Donations**

(Item 15 on agenda rearranged at chair’s request)

A presentation was given by Mrs Sarah Baxter regarding the growing need in Baildon, with a focus on children and the levels of eligibility for free school meals at each school. Sarah emphasised that the rising cost of living was having a real impact in Baildon.

**Resolved** To create a fund of up to £10,000 from general reserves to support families who are suffering financial pressures resulting from the cost of living crisis. Agreed that this fund be delegated to the Clerk in consultation with the Chair of council and Chair of the Community Committee to be used as soon as detailed proposals were agreed with the four primary schools in Baildon.

**FC2223/42.** **Co-option of Councillor**

**Resolved** to co-opt Richard Knowles onto BTC serving the Charlestown and Tong Park ( South East) Ward

# FC2223/43 Approve reasons for absence

**Resolved** to approve

**FC2223/44 Disclosures of interest**

None

**FC2223/45 Minutes of the previous meeting**

Cllr Dixon tabled an amendment to FC2223/28 which was accepted.

**Resolved** to approve the minutes, as amended, of Monday 10th October 2022

# FC2223/46 Clerks’ report

Update on Emergency Planning the Clerk advised that Cllr J Kean had been appointed as lead councillor by Governance Committee and the Deputy Clerk would be lead officer. Cllrs A Foster, AM Dooley and P Sharkey were nominated as alternates if Cllr Kean is away. Cllr Kean is to call a meeting of the Emergency Planning Group.

The electricity supply to Ian Clough Hall has now been disconnected so call out arrangements should no longer require involvement by BTC.

Councillors were asked to note the Fire Brigade may use ICH for training exercises.

**Update on new office and library building**

* The Clerk reported that CBMDC had conducted a Fire Risk Assessment of the new office and library building and recommended that the external Fire Doors have new locks fitted to enable exit without using a key. The external stairs to the patio are to have safety strips put on the nose of each step.
* The EP planning cupboard cannot be relocated to the corridor as all emergency exit routes need to be kept clear.
* A BTC Risk Assessment will need to be undertaken in line with BTC policy once the Bradford Fire Risk Assessment recommendations have been implemented.
* Non-Staff access outside library hours will be via the middle door to the rear carpark once a video doorbell has been installed.

Bracken Hall CC - The RPA grant has been received for Bracken Hall, Thanks were expressed to Adrian and staff involved for ensuring this was completed satisfactorily

Cllrs have been circulated with the updated Cushman & Wakefield Planning Appraisal for the Ian Clough Hall site

The RFO has been asked to bring a proposal for an appropriate interest-bearing account for some of the Council funds as recommended by our auditor,

# FC2223/47 Appointment of new Councillors to Committees

# Cllr R Knowles appointed to the Economy Committee

# FC2223/48 Public participation

Ward Cllr Pollard commented on the lack of communication from the Environment Agency regarding the recent conviction of a fly tipper.

He also reported that there will be a site visit of Baildon Mills with the watch commander to assess the fire risk.

# FC2223/49 Important information from Councillors and staff

Cllr G. Jennison provided a verbal report on the Christmas lights. There have been many challenges arising from staff illness, but thanks to the efforts of councillors and staff, together with our contractors, Christmas Plus Limited, difficulties have been overcome and the switch on event had been a great success.

Cllr Jennison will convene the usual review process early in the New Year and councillors are invited to submit any comments to her

Cllr J Ashton raised the idea of a business gift card. He reported that Shipley Town Council have declined to be involved. Bingley Town Council will but only if Baildon TC agrees to join the scheme i This will be discussed at the Economy Committee on 2nd February 2023

# FC2223/50 Member’s Code of Conduct - Based on the LGA Model Councillor Code of Conduct 2020

**Resolved** to Adopt

# FC2223/51 New Model Councillor-Officer Protocol

**Resolved** to Adopt.

**FC2223/52 Budget Monitor 2022 -2023**

**13.1 Bank Statement 31-10-2022**

Received and noted

**13.2 Bank Reconciliation 31-10-2022**

Received and noted

# FC2223/53 Budget for 2023-24 and Precept for 2023-24

The Chair introduced the report and commented that Governance committee had considered the report from the RFO very carefully. Her advice was that the Council currently has above average levels of reserves, some of which should be applied and used in the near future. With a modest use of reserves, the RFO was able to present a balanced budget and did not recommend raising the precept.

**14.1** **Received and noted** the 2023-24 budget for precept report from the RFO.

**14.2** **Received and noted** the following recommendation from the Governance Committee:

**GOV2223/42 Budget for 2023 - 2024**

The committee **resolved** to recommend the budget and to maintain the precept recommendation of £306,990 (£48.83) to the Full Council.

**14.3** To recommend that council agree the budget and precept of Baildon Town Council for 2023 – 2024.

**Resolved** **to accept** and agree the budget and precept of £306,990 (£48.83)

.

# FC2223/54 Promotional opportunities

 Christmas Lights

**FC2223/55**  **To notify the Clerk of any item for future agenda**

 **None**

# FC2223/56 Next meeting date

The next meeting date of the Full Council will be on Monday the 20th March 2023 at 7pm. The meeting finished at 9.15pm.

Town Clerk Tel: 01274 593 169 Email: enquires@baildontowncouncil.gov.uk