

**Minutes of the Meeting of the Governance Committee held on**

**Monday 26th June 2023 at 7pm**

**Present:** Cllrs G Dixon, G Jennison, A Foster, P Sharkey

**In attendance:** Clerk

**In the Chair:** Cllr G Dixon

# GOV2324/12 Chair’s opening remarks

The Chair welcomed Cllr Foster to Governance in her role as chair of Community Committee.

The Council Stall at the June Farmer’s Market had been a huge success and that the ‘Have Your Say’ form (to complete for public enquiries) should be used and archived with the Clerk.

The Chair reminded councillors of the BHCC informal Cllr/staff meeting on 27th July 4:30 – 7:30pm.

Advance notice was given of the Co-option of a Cllr, following the Council’s policy adopted last year and this process would be followed at the next Full Council on 24th July.

# GOV2324/13 Approve reasons for absence

No absences

# GOV2324/14 Disclosures of interest

#  None

# GOV2324/15 Minutes of the previous meeting

**Resolved:** The minutes of the meeting of the Extra-Ordinary Governance Committee held on the 8th June were approved as a true and accurate record.

**GOV2324/16 To appoint councillors to** **Staffing Sub Committee**

**Resolved**: Cllr Turner was appointed to Staffing Sub Committee. Cllr Reed and Cllr Sharkey were appointed as substitutes.

**GOV2324/17 Clerk’s Report**

Emergency Planning Policy and Procedure was in the process of being updated by the Deputy Clerk.

Register of Contracts and Suppliers was in the process of being updated by the Clerk. Several contracts needed renewing in line with the Council’s Procurement Policy including the contract with our HR advice provider**.**

**Resolved:** The Clerk to request a further contract extension of up to May 2024, if needed, to allow procurement process to take it’s course.

**GOV2324/18 Public Participation**

None.

# GOV2324/19 Important information from Cllrs and staff

# Query re. the demolition of Ian Clough Hall. This was in the hands of Bradford Council.

# GOV2324/20 To consider current Planning applications on CBMDC website and to agree actions (see [www.planning4Bradford.com](http://www.planning4Bradford.com) ).

Taken at the end of the meeting as no public participation.

**GOV2324/21 Finance - To receive and consider the following financial papers**

 **GOV2324/21.1 Resolved:** Approve and accept the Budget Monitor 2023/24 and that the Clerk brings a detailed breakdown of expenditure for the next Governance Committee.

 **GOV2324/21.2 Resolved:** the Clerk to list the Reserves to the relevant Committee so that they can review the specific Reserve against the background of the Financial Regulations and make any recommendations if required.

 **GOV2324/21.3** **Resolved:** The Payments list April – May 2023 was noted.

 **GOV2324/21.4** **Resolved:** The Credit Card Payments April- May 2023 was noted.

 **GOV2324/21.5** **Resolved:** The Bank Statement and May reconciliation was noted.

 **GOV2324/21.6** **Resolved:** The Schedule of section 137 transactions was noted.

 **GOV2324/21.7** **Resolved:** The Clerk to review the categorisation of payments to S137 and to report back to Governance Committee before the end of the calendar year.

# GOV2324/22 BTC Action Plan 2023 – 2023

**Resolved:** The draft BTC Action Plan was approved (subject to implementation of amendments by the Clerk and circulated asap) and the Action Plan would be recommended to the Full Council on 24th July 2023**.**

**GOV2324/23 Promotional Opportunities**

None

**GOV2324/24 Items for Future agenda**

None

**GOV2324/20 To consider current Planning applications on CBMDC website and to agree actions (see** [**www.planning4Bradford.com**](http://www.planning4Bradford.com) **).**

 **Resolved: to comments as follows:**

# [Demolition of existing dwelling and construction of two detached dwellings](https://planning.bradford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RUWTNBDHMKE00&prevPage=inTray). 2 Lucy Hall Drive Baildon West Yorkshire BD17 5BB Ref. No: 23/01752/FUL

Whilst Baildon Town Council have no objections to this specifically, we have concerns that changes to the streetscape on this road is altering the character of this area significantly. Baildon Town Council are concerned to preserve West Ings Wood and that all relevant protections be maintained.

# [Two storey side extension, single storey rear extension and external works](https://planning.bradford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RW8IB0DHFI400&prevPage=inTray). 3 Westleigh Way Baildon West Yorkshire BD17 5DT Ref. No: 23/02092/HOU

No comment

# [Convert existing vacant building (previously day nursery) into single dwelling, extension to](https://planning.bradford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RUC7YUDHMA400&prevPage=inTray) [front porch and french doors to side and rear](https://planning.bradford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RUC7YUDHMA400&prevPage=inTray). 31 Heaton Drive Baildon West Yorkshire BD17 5PQ Ref. No: 23/01584/FUL

No comment

# [New gazebo to rear of existing residential dwelling](https://planning.bradford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RVMIMZDHMXX00&prevPage=inTray). The Old Stables Lonk House Lane Baildon West Yorkshire BD17 7QL Ref. No: 23/01950/HOU

No comment

**GOV2324/25 Next meeting date(s)**

Monday 11th September 2023