

**Minutes of the Ordinary meeting of the Governance Committee held on**

**Wednesday 5th October 2022 at 7pm**

**Present: Cllrs G Dixon, S Hewitson, G Jennison and P Sharkey**

**Apologies: Cllr D Reed**

# GOV2223/16 Chair’s opening remarks

None

# GOV2223/17 Approve reasons for absence

 Resolved to accept reason for absence

# GOV2223/18 Disclosures of interest

 None

**GOV2223/19 Minutes of the previous meeting**

Resolved to approve the minutes of the meeting of the Governance Committee held on Monday the 27th June 2022.

# GOV2223/20 ****Clerks’ report****

 The Clerk reported that a revised CIL document was not available as CBMDC had closed the department due to staff shortages

 The Clerk reported that a request was made for any councillors wishing to represent the armed forces to contact the CBMDC Armed Forces Champion

# GOV2223/21 Public participation

 None

# GOV2223/22 Finance - To receive and consider the following financial papers

 8.1 Payment summary June-Aug 2022-Resolved to Note the report.

* 1. Credit Card payments June-Aug 2022 - Resolved to Note the report
	2. Governance committee budget monitor 2022/23- Resolved to Note the report and 8.3.1 Resolved to transfer £1000 from the Library budget in Governance Committee to create a new Library budget line in the Economy Committee budget.

 8.3.2 Resolved to create a new Coronation Reserve in the Governance budget by transferring £3,000 from the Library Budget.

# GOV2223/23 Financial Regulations

 Resolved to adopt the reviewed BTC Financial Regulations in accordance with resolution GOV2122/10 adopted 26/7/2021.

# GOV2223/24 AGAR Section 3 External Auditor Report from PKF Littlejohn

Received and Noted

**GOV2223/25 Financial Control Internal Control Checks**

 Cllrs G Jennison and A Foster have volunteered ( the committee will continue to as for volunteers)

# GOV2223/26 Ian Clough Hall

 12.1 Considered and approved recommendations from the ICH sub committee to modify CBMDC’s “Planning Appraisal (September 2022) Ian Clough Hall, Hallcliffe Baildon” document and to return it to them.

 12.2 Considered and approved ICH sub committee response to the “Prior Notice Approval” application seeking confirmation of demolition.

# GOV2223/27 Delivering Road closures in Baildon

 13.1 No longer required

 13.2 Confirm the appointment of Cllr A Foster, behalf of BTC, to work with the Clerk and partners to develop a proposal to build capacity to deliver road closures in Baildon legally and safely in the future.

**GOV2223/28 Potential Asset Acquisition – The Baildon Piano**

 Resolved that the Clerk in consultation with the chair negotiate with CBMDC, subject to location and timing, for the transfer of the piano to BTC.

**GOV2223/29 Emergency Planning update**

Resolved that Cllr J Kean be appointed leader member and that each committee nominate a member to site on the Emergency Planning Board which currently comprises Cllr J Kean, Cllr A Foster, Cllr AM Dooley and Cllr P Sharkey together with the Deputy Clerk.

**GOV2223/30 BTC Information Stall at Baildon Farmer’s Market**

Resolved to keep the April-October presence at the Farmer’s Market.

 Resolved that the Deputy Clerk maintain a file of the forms received and the response

**GOV2223/31 Councillor’s Expense Policy**

Resolved to accept the policy

# GOV2223/32 Next meeting date –

#  Tuesday 22th November 2022