



**Minutes of the Full Town Council on 9<sup>th</sup> October 2023 at 7pm at The Community Link.**

**Present:** Cllrs Gill Dixon, Gill Jennison, Joe Ashton, Ann Foster, Maggie Kean, Bill Wyatt-Millington, John Turner, Dave Reed, Richard Knowles, Kate Griffin.

**FC2324/57 Chair's Opening Remarks**

The Chair introduced herself and Councillors to the 20 members of the public who were in attendance. Ward Members Cllr Pollard and Cllr Coates were also in attendance. The Chair announced that item 15 on the agenda would be taken after item 4. Chair explained procedural matters with regard to speaking at a Council meeting.

Chair noted that the Baildon Scarecrow Festival had gone extremely well organised by the Baildon Belles.

**FC2324/58 Approve Reasons for Absence**

Cllr Kean and Cllr Sharkey absences approved.

**FC2324/59 Disclosures of Interest**

Cllr Wyatt-Millington lived at 32 Bilsdale Way 10 years ago,

**FC2324/60 Planning Application 23/03197/FUL 32 Bilsdale Way. Change of use from residential dwelling (C3) to a residential care home setting (C2).**

**Resolved FC2324/60 Baildon Town Council (BTC) is opposed to this planning application for a range of reasons as outlined below.** BTC also considers that the application should not be considered on procedural grounds. as the planning notification process to local residents by Bradford Council has not been fully complied with. In particular:-

- a) At least one direct neighbour had no notification whatsoever
- b) No public notices of the planning application were displayed by Bradford Council on lamp-posts or any other public location.

BTC has also been told that conversion work has started prior to the application being determined.

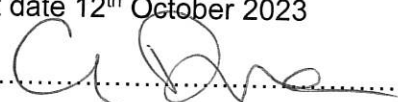
**Grounds for objection to the Planning application:**

The main thrust of BTC's objection is evidence in the application that this change of use can not be implemented safely, appropriately and effectively. There are multiple inconsistencies in the applicant's Business Plan which lead to this conclusion:

- the applicants provide no previous experience of providing a residential care home. (Its website shows it has one property offering semi-independent living for care leavers. This is not the same as a registered children's home).
- The Business Plan does not give the reader confidence in the proposal as there are many very significant errors which undermine the proposal, for example:-

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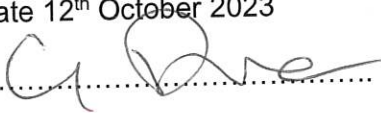
- a. 'Daisy Hill' is mentioned which is not in Baildon
  - b. The Registered Manager is named Carmen Nosegbe and then later called Rebecca
  - c. Business Plan identifies a need for good quality children's homes in the BD9 area of Bradford (Daisy Hill; Heaton; Frizinghall; Emm Lane; Chellow Heights) which is clearly irrelevant to this application
  - d. All these errors suggest the proposal presented is for a different location in Bradford 9, and therefore fails to address the actual proposal for Bilsdale Way
- The Business Plan states, "at night there will be a minimum of one waking member of staff and one sleeping member of staff". There is no staff bedroom or bathroom on the plan. Bathroom provision overall seems inadequate,
  - Ratios of staff to children suggest that there will be a lot of staff here (potentially with cars) in a relatively small domestic house.
  - The Plan states the children will be encouraged to participate in the local community. This property is located well away from all community facilities, has poor public transport links and so would offer nothing in terms of community engagement to the young people.
  - Public transport to the area is minimal thus meaning that engagement is difficult, and cars and taxis will be the only realistic mode of transport
  - With regard to the physical property itself:
    - a. The plot is constrained – there is little outdoor space for the children to play and no mention of securing the outdoor space.
    - b. There is no mention of fire escape which would need to meet different standards than those for a standard home.
    - c. Parking is likely to be a major issue with staff cars, taxis, other agencies visiting the children and a pool car arriving and departing the property at multiple times during the day and the night. BTC considers that information about the impact of this change of use on local traffic volumes, car parking and pedestrian safety (as parking will inevitably be sought on the pavement) in this narrow and quiet residential street is absent and therefore wholly inadequate
    - d. Management of waste from the property is not described.
    - e. There is no mention of provision for disabled people's access.
    - f. The property is not large and does not allow any break-out space for young people displaying episodes of challenging behaviour.
    - g. A small downstairs toilet is described in the plans as a bathroom.
    - h. Children would have to walk through the Staff Office to access the Dining Area – inappropriate as confidential papers or discussions held there.

BTC objects to this application as it would lead to a severe reduction of residential amenity for residents who have lived in this area and this street for many years. There would be an unacceptable impact on residents' enjoyment of the area.

The many inadequacies and challenges of this change of use as outlined above mean that there is a likelihood of additional noise (especially at night), additional traffic preventing children from playing out, additional traffic

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blocking the narrow road which will cause a hazard, inconvenience and delay in the normal use of the road and a real risk of anti-social behaviour precipitated by such an inappropriate location for this facility.

**FC 2324/61 Resolved:** The minutes of the Council meeting on 24<sup>th</sup> July 2023 were approved with one abstention due to absence from the meeting.

**FC2324/62 Clerk's Report**

Clerk and Deputy Clerk had completed the Introduction to Local Council Administration (ILCA) and had both embarked upon the Certificate in Local Council Administration (CILCA). Congratulations from Councillors were noted.

The Clerk was aiming to pursue the Local Council Award Scheme.

The Clerk reported that the Council's long standing Environmental Warden, Mark Scrimshaw had retired at the end of September 2023. Councillors noted their thanks to him and best wishes for a long, happy and healthy retirement.

**FC2324/63 Public participation**

Cllr Pollard (Ward Councillor) gave an update on the notice to do works on trees in a Conservation Area at Baildon Mills which had been submitted to the Local Planning Authority (LPA). No comments could be made and the Tree Officer would respond if required.

**FC2324/64 Important Information from Councillors and Staff**

Cllr Jennison updated Council on the plans for Baildon at Christmas which was happening in 8 weeks' time. During the day there would be stalls in church halls and other business locations. The lights would be switched on at 5.15 on 3<sup>rd</sup> December. The Council has taken responsibility for securing the market licence. Cllr Jennison requested any help from councillors to assist with aspects of the event before or on the day.

Cllr Dixon updated Council on the plans for Remembrance Sunday on 12<sup>th</sup> November. A full itinerary would be in the next newsletter. Cllr Jennison and Cllr Foster would officiate on the day.

It was noted that this year, 2023, Tong Park War Memorial had its 100<sup>th</sup> anniversary of being erected. This should be noted in the newsletter. Cllr Ashton and Cllr Foster to look into whether any sort of commemoration could be organised. It was noted that a small photographic display about The Tong Park War Memorial was being prepared by the Baildon Civic and Historical Society in conjunction with the Baildon Library and this would be displayed in the windows of the Library soon.

Cllr Ashton noted that this meeting represented 15 years since his first ever Council meeting. To mark this service, he intended to donate to the Baildon Library a historic book with original plates on World War Two in Baildon. Council thanked him.

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**FC2324/65** Resolved to approve the appointment of Cllr Kate Griffin to Economy Committee and to Community Committee according to Standing Order Section 3a iii.

**FC2324/65.1** Resolved to accept Cllr Wyatt-Millington's resignation from Environment Committee with thanks extended for his service.

**FC2324/66** A status report on electric vehicle (EV) charging points in Baildon was discussed. The need to support the move towards electric cars was supported by the Council and further suggested locations in Baildon for future EV charging points were agreed as follows:

- Titus Salt School 'Rotunda Car Park
- Baildon Station Car Park
- The Barracks Car Park, Coach Road
- Higher Coach Road – west end near flats or rowing club
- The Grove Car Park, behind Northgate
- Cliffe Terrace
- Cricketers Pub Car Park

**Resolved FC234/66** This list would be suggested for further investigation to the relevant Officer in Bradford Council

**FC2324/67** A report was received from the Clerk about creating a City of Culture grant fund of a total of £2,000 in 2024/25 from general reserves to support the development of cultural and creative activities. The proposal was for pump priming grants of a maximum of £250. A draft application process was discussed. Cllr Ashton asked if it might be possible to fund individuals under 18 years of age and this was left to the Clerk to look into.

**Resolved FC2324/67** to support the City of Culture small grant scheme and to allocate a maximum of £2,000 from General Reserves into an Allocated Reserve in 2024/25 for the purpose and to delegate the administration of the scheme to Economy Committee.

**FC2324/68.1 Proposal to have a Yorkshire Day celebration.**

A paper was presented by Cllr Knowles on ideas for a Yorkshire Day in 2024. These could either be very small civic events or we could partner with other authorities. Cllr Dixon suggested ideas including – a Yorkshire Walk could perhaps be devised with Walkers are Welcome, we could open up an historic building and perhaps the Baildon Civic and Historical Society (Civic Society) might be interested in taking a lead. Cllr Knowles will discuss this with the Civic Society.

**Resolved FC2324/68.1** Baildon Town Council agrees in principle to support a Yorkshire Day celebration in 2024 Cllr Knowles and Cllr Turner would discuss with the Civic Society and bring back a proposal to the February 2024 Full Council meeting.

**FC2324/68.2 Proposal to take part in D-Day 80**

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**Resolved FC2324/71** The External Auditors Report was noted.

**FC2324/72 Promotional Opportunities**

Cllr Dixon reminded Council that the monthly newsletter started to be prepared every 20<sup>th</sup> of the month and so articles from Committee business and other articles should be received by this date. Items for the November newsletter:

- Civic Society meeting 13<sup>th</sup> November
- Change of Annual Town Meeting date

**FC2324/73 To notify the Clerk of items for the agenda of the next meeting.**

None

**FC2324/74 Date of next meeting.**

The date of the next meeting is 4<sup>th</sup> December 2023. It was suggested that the venue for the Full Council following (ie. 18<sup>th</sup> March 2024) could perhaps be secured in St James or St Hughs or similar locations in Baildon.

The next meeting of Full Council is Monday 4<sup>th</sup> December 2023

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

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A letter from the Pageant Master was discussed which invited Town Councils to take part in the celebration of 80 years since D-Day on 5<sup>th</sup> June 2024. Cllr Jennison described the challenges with implementing a Beacon in Baildon – principally as we had sensitive moorland to consider. Cost and Health and Safety considerations were also discussed.

**Resolved 2324/68.2** Cllr Foster to speak to the Baildon Soldiers and Sailor Club (Shroggs) about any ideas they might have.

### **FC2324/69 Annual Town Meeting**

A report from the Clerk on proposed dates of the Annual Town meeting 2024 and the First Council meeting 2024 was considered especially in relation to the timings of the elections and to accommodate audit requirements.

Cllr Dixon proposed that it was not wise to hold the Annual Town meeting during the period of heightened sensitivity just prior to an election due to the risks of the meeting being used for a political platform. The proposal was to move the date to Tuesday 7<sup>th</sup> May was agreed unanimously.

**Resolved FC2324/69** to hold the Annual Town meeting on Tuesday 7<sup>th</sup> May 2024.

### **FC2324/70 Staffing budget.**

A report was received from the Clerk about the staffing budget pressures and the need to take some action to address these in 2023/24. The projected overspend resulted from NI payments, a pay award pending and various other smaller increases. The point was made that the cost-of-living rises were impacting all areas of the budget. The staffing budget matter had been previously discussed by Governance who had resolved (**GOV2324/41.1**) to vire parts of its budget to cover parts of the projected overspend. However, Governance had further resolved (**GOV2324/41.2**) to bring to Full Council the recommendation to consider and resolve using general reserves to cover the rest of the projected overspend.

Cllr Ashton asked for clarity on the procedural role of Committees in making decisions which added cost to the approved Staffing budget. The Clerk would provide information from Terms of Reference and Standing Orders as appropriate.

Cllr Dixon reminded Committee Chairs of the budget setting process ie. Committees in Autumn should review their budgets and make budget proposals for 24/25 which balanced Committee objectives with a corporate responsibility for the overall Council budget. These recommendations would be considered by Governance Committee who have a responsibility to then recommend a draft Council budget for 2024/2025 to Full Council in December.

**Resolved FC2324/70:** It was resolved to allocate £7,000 from general reserves if required to cover a projected shortfall in the staffing budget and to delegate to the Clerk the application of this funding within the budget.

### **FC2324/71 External Auditors Report (Section 3 AGAR)**

The Clerk reported that this had been received and there had been 'no issues' raised. Cllr Dixon thanked the Clerk/RFO and the Deputy Clerk on behalf of the Council for all their hard work in achieving this during challenging times.

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