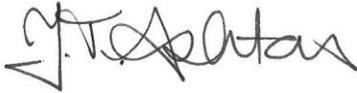


## KEIGHLEY TOWN COUNCIL

Mrs Anne L Wilson  
Locum Clerk to the Town Council  
11 July 2018

Keighley Civic Centre, North Street  
Keighley, BD21 3RZ  
Tel: 01535 618252  
E mail: keighleytc@gmail.com

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the Finance and Audit Committee, which will be held in the **BRIGG ROOM**, Keighley Town Hall on **Monday 16 July 2018 at 6.00pm.**



pp. Anne Wilson  
Locum Town Clerk

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### COMMITTEE MEMBERSHIP

Councillor Thorne – Chair  
Councillor Curtis – Vice Chair  
Councillor Maunsell  
Councillor Nazam  
Councillor Pedley

Mayor or Deputy Mayor (Ex-Officio)  
Councillor A. Ahmed  
Councillor Shaw  
Councillor A Walker

\*Committee Terms of Reference are contained within the Scheme of Delegation.

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### ADJOURNMENT FOR PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting:

- Members of the public wishing to speak are to have given three working days' notice to the Town Clerk; this may be waived at the Committee Chairman's discretion
- Any member of the public shall not speak for more than five minutes
- In the event of more than three members of the public wishing to address the Council, the priority will be determined by the Chairman, based on subject matter
- A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting, though the Chairman may direct that a written response will be provided subsequent to the meeting.

### RECORDING

Under the Openness of Local Government Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behavior that disrupts the meeting (such as oral commentary) will not be permitted.

## **AGENDA**

### **1. Fire safety Announcement**

### **2. Apologies for absence**

Members are asked to receive apologies of absence for this meeting.

### **3. Declarations of Interest**

Members are asked to receive declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

(Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring Officer).

- i) Declarations of Interest from Members
- ii) Declarations of Interest from Officers

### **4. Public Question Time and Participation**

Members of the public are advised that they are welcome to ask questions about items on the agenda. It is not always possible to give a verbal response at the meeting and questions may receive a written reply. No resolution can be made under this item.

Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

### **5. Minutes**

Members are asked to approve the draft minutes of the ordinary meeting of the Finance & Audit Committee held on Thursday 21 June 2018.

### **6. Oak Fund**

Members are asked to consider any Oak Fund applications received – at time of circulating the agenda no applications had been received.

Note: Any application documents will be supplied to the meeting.

### **7. Large Grants & Sponsorship**

Members are asked to consider any large grant or sponsorship applications received – at time of circulating the agenda no applications had been received.

Note: Any application documents will be supplied to the meeting.

### **8. Responsible Financial Officer's Report**

Members are asked to receive a report from the Locum Responsible Financial Officer (to be tabled)

## **9. Accounts and schedules of payments and receipts**

Members are asked:

- 9.1 To receive and approve the schedule of payments to 30 June 2018
- 9.2 To receive a financial report to 30 June 2018
- 9.3 To receive and approve the bank reconciliations to 30 June 2018

## **10. Ward Improvement Fund**

Members are asked to consider how the Ward Improvement Fund will be allocated following requests from councillors.

Proposals have been received from Councillors Curtis and Maunsell for Oakworth Ward.

Councillor Curtis proposes his fund is spent in the following ways:

- 1) £250 to the Friends of Holden Park to support their work in Holden Park
- 2) £250 to the Oakworth Village Society to support their work throughout the village
- 3) £1,500 to the Oakworth Community Trust to support them in the running of Holden Hall

Councillor Maunsell proposes his fund is spent in the following ways:

- 1) £500 to the Oakworth Community Trust
- 2) £250 to Dementia Friendly Keighley
- 3) £100 for two railways sleepers to create at least one new bench in the Cure Hill area
- 4) £480 for the creation of a new community sign in Cure Hill (estimated £120 for an aluminium notice board; £30 for all weather paint; £30 for six bags of rapid set concrete mix; £50 timber; and £250 labour cost).
- 5) £270 for funding for 'Keep Oakworth Tidy' initiative (six dog bag dispensers at £22 each [including VAT and postage]; two sets of refills equalling £24 each; £60 to print 2000 A5 information leaflets; and £30 for general printing of posters/creation of ad-hoc dispensers.
- 6) £360 for resources for the Girl Guides and Brownies
- 7) Remaining £40 for allocation

## **11. Date of next meeting**

Members are asked to note that the date of the next meeting of this committee is due to be held Monday 17 September 2018 at 6.00p – venue to be advised.