

KEIGHLEY TOWN COUNCIL

Mrs Anne L Wilson
Locum Clerk to the Town Council
23rd July 2019

Keighley Civic Centre, North Street
Keighley, BD21 3RZ
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YOU ARE HEREBY SUMMONED TO ATTEND an Extraordinary Meeting of the Allotments & Landscapes Committee to be held in the **Victoria Meeting Room** Keighley Civic Centre on **Friday 2nd August 2019 at 6:00pm**



Anne Wilson
Locum Town Clerk

COMMITTEE MEMBERSHIP

Mayor or Deputy Mayor (Ex-Officio)

Cllr N. Ali
Cllr E. Bernardini – Vice-Chairman
Cllr M. Dowse
Cllr C. Graham

Cllr J. Kirby – Chairman

Cllr L. Maunsell
Cllr A. Walker
Cllr L. Wrench

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

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 representations 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 Clerk'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, a priority will be determined by the Town Clerk, 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 OF MEETINGS

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 behaviour 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 and approve apologies for absence for this meeting.

3. Declarations of Interest

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 minutes of the meeting of the Allotments and Landscapes Committee held on Monday 10th June 2019.

Copy attached

6. Allotments and Landscapes Matters

Members are asked to note the following and make decisions where required.

- i) Charity groups using allotments
 - There are several charity organisations with plots on our allotments; some of them have disabled people attending the plots.
 - Join Project has three plots on Arncliffe Road site free of charge. I cannot find any document stating this only what Lee wrote on the Rialtus system (Free of charge – use by a charity group).
 - Other groups pay for their plots, such as:
 - Keighley First KC
 - Keighley Volunteer Centre
 - Keighley Urban Meadows
- ii) Quotes so far for rat infestation at Hard Ings Road allotments
 - a) 34 RBS bait boxes including 10 metal boxes in central pathway = £900
 - Apx 20 visits (checking every 2 weeks then reducing to 6 to 8 weeks) = £3000
 - Letters to be sent with advise to tenants.

Rats will be removed as seen and disposed of correctly
Subsequent visits £150 per visit if required

Total = £3900

- b) Set 26 boxes complete with rodenticide = £252
Apx 20 visits checking every 5 days and remove dead rodents which will be incinerated. Subsequent visits will be free of charge = £900

Total = £1152

- c) Setting up of 18 steel and 12 plastic bait stations tethering where applicable to existing fencing and fixing appropriate warning signs = £845
Initial baiting programme including 3 site visits = £350
Annual premium for 12 visits = £1240
Invoiced quarterly

Total = 2444

- d) Initial set up of 16 boxes. First couple of visits included = £520
Apx 3 visits @£50 followed by apx 4 further visits maybe drop to one every 2 months
apx another 2 visits = £400

Total = £920

- e) # awaiting price will be in week commencing 22nd July

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All prices excluding VAT

- iii) New railings to RHS of the Town Hall Square

Waiting for quotes for the railing/fencing around the air monitoring station in the Town Hall Square

- iv) Fence at Selborne Grove allotments

Awaiting price for fence on Selborne Grove allotments to protect Holy Family school children from the drop in height levels of the adjoining plot

Stock fence with tantalised posts including supply and fix = **£410**

One company priced the job using key clamp handrail which is galvanised metal handrail this came out at **£3600 excluding VAT**

- v) SLA for the Town Hall Square

Finally found out that Alistar Russell is on annual leave until 29th July 2019

- vi) New sewer pipe in plot SG309 at Selborne Grove

This is a live sewer pipe and will need an inflatable pipe blocker so the job will recommence Tuesday 23rd July (weather permitting). Job now on hold as Yorkshire Water are investigating as this is a large 12" pipe and is constantly flowing.

- vii) Unused plots and Guardhouse

Forest of Bradford team are looking for sites to fill up with trees. They will help to raise funding for the project. The unused plots are from 1 – 10. The land is well overgrown with brambles and other weeds. This covers up the rubble that has been deposited there from the demolition of the pig pens years ago. It could improve the look of that area if trees were planted to create a wildlife area similar to the other end of the allotments.

- viii) Start of new tenancy maintenance

When a tenant has been gone from a plot for 2 or more years, does the new tenant pay for the clearance of any brambles, rubble, shrubs, trees and weeds or does the Town Council pay for it?

- ix) Damaged fence at Hard Ings Road allotments
The fence has now been repaired with a new panel and the adjacent fence straightened up by the corner of the entrance.
- x) Damaging tarmac
East Morton allotments car park has now deteriorated as is in need of repairs
Contractors have been contacted for a quote for this repair
To cut out and re-tarmac eroded strip = **£490**
- xi) Collapsing wall
The dry stone wall on Arncliffe Road allotments is showing signs of collapse. The previous repairs were not done to recognised standards as there are a great number of stones placed so as to cause a straight line of joints which over time will cause the wall to collapse. Contractors gave a quote for the work
Pull down section of wall and rebuild approx.. 10M2 complete with mortar top stones
= **£660**
- xii) Any other relevant matter that needs consideration or discussion
 - i) Cenotaph Cleaning

Members are asked to confirm that Aural Ltd will be cleaning, re-waxing the statues and doff cleaning the stonework for the next three years at a fixed price of £4000 + VAT per year at a fixed price for the next three years.

7. Proposed extension, variation, or discharge of PUBLIC SPACE PROTECTION ORDER (PSPO) Keighley Town Centre

Members are asked to consider the attached paperwork.

Copy attached

8. Could the Forest of Bradford help your town council plant trees around Keighley?

Members are asked to consider the email below from Alan Thornton, Forest of Bradford Tree Planting Manager, Bradford Environmental Action Trust (BEAT)

“Over the last 20 years The Forest of Bradford has planted more than 700,000 trees all over the districts. We are looking for more sites and wonder if you know of any around the Keighley area? There are various funding pots around that we can help access.

I would be grateful of the town council's consideration of this at a future meeting. Or just forwarding this message on to people you think might be interested.”

9. Merlin Top Primary School

Members are asked to consider the attached report from the Project Co-Ordinator with regard to the installation and costs of installing a waste bin on a play area within the grounds of Merlin Top Primary School.

Copy attached

10. Finance

Members are asked to receive the financial information in relation to the Allotments and Landscapes Committee.

11. Matters to be tabled relevant to this Committee

Only at this meeting Members may be asked to consider any matters tabled relevant to this Committee.

12. Future Agenda items

Members are asked to notify the Clerk of any matters for inclusion on the Agenda of the next meeting.

13. Date of next meeting

The next Allotments and Landscape Committee meeting is Monday 9th September 2019 at 6pm in the Victoria Meeting Room.