

## KEIGHLEY TOWN COUNCIL

Deputy Town Clerk  
17<sup>th</sup> October 2019

Keighley Civic Centre, North Street  
Keighley, BD21 3RZ  
Tel: 01535 872126  
E mail: keighleytc@gmail.com

**YOU ARE HEREBY SUMMONED TO ATTEND** a Meeting of the Events & Leisure Committee, which will be held in the **VICTORIA ROOM, Keighley Civic Centre on Thursday 24<sup>th</sup> October 2019 at 6.00pm.**

Deputy Town Clerk

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### COMMITTEE MEMBERSHIP

Mayor or Deputy Mayor (Ex-Officio)  
Councillor M. Westerman - Chair  
Councillor C Chapman – Vice Chair  
Councillor J Clarkson  
Councillor B Thorne

Councillor A Walker  
Councillor E Bernardini  
Councillor L Wrench  
Councillor S Zubair

\*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 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 apologies of 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.

Graham Mitchel – KTF 2020 – Keighley Transport Festival

### **5. Minutes**

Members are asked to confirm the Minutes of the Events Meeting held on Thursday 5<sup>th</sup> September 2019

Copy attached.

### **6. Events – Already taken place**

- Keighley Community Awards – Friday 15th March 2019
- St. Georges Day Event – Tuesday 23<sup>rd</sup> April 2019
- Keighley Integrated Gala – Saturday 8<sup>th</sup> and Sunday 9th June at Cliffe Castle Park
- Integrated Keighley 'Great Get Together' Event - Saturday 22<sup>nd</sup> June 2019
- School Achievers Awards - Friday 12th July – 10am – 12pm

- Yorkshire Day – Thursday 1<sup>st</sup> August – 10am-4pm
  - Teddy Bears Picnic - Thursday 15th August. Partnering up with Cliffe Castle
  - Heritage Days 6th-9th and 13th – 16th September (in partnership with others)
- i) Members are asked to consider a verbal report from the Deputy Town Clerk on each event, discuss each of the events and note any updates at the meeting,

## 7. Events – To take place

- Oktoberfest – 26/27<sup>TH</sup> October – **Update to be given from Deputy Clerk**
- Bonfire Night – CANCELLED
- Remembrance Sunday – Sunday 10th November
- Christmas Lunches – Pensioners – Monday 9<sup>th</sup>, Wednesday 11<sup>th</sup> and Friday 13th December  
**Update to be given by Deputy Town Clerk**
- Lunch in conjunction with Food Poverty (Friday 6<sup>th</sup> December?)
- The Big Carol Service – Tuesday 17th December
- Emergency Services Event – Moved till after Christmas

## 8. Other Town Events

- Keighley Pride – 14<sup>th</sup> September
- VE Day – 8<sup>th</sup>-10<sup>th</sup> May 2020

## 9. Keighley Gala

- Finance and Audit Committee (14.10.19) request that the remainder of the £5000 Keighley Integrated Gala allocation be vired to Finance and Audit to enable a £5000 grant to be given to the new Keighley Gala committee

Grant form attached

## 10. Keighley Community Awards

- To agree a budget for 2020 – to be taken to Full Council to request allocation from reserves – (spend last year - £4742.00)

## 11. Breakdown of finances

- Annual Budget sheet to show budget allocated for each event.
- To obtain monies spent for events already taken place from the RFO.

Copy attached

## **12. Future Agenda items**

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

## **13. Date of next meeting**

Members are asked to note the date of the next meeting is Thursday 21<sup>st</sup> November 2019 at 6 p.m. in the Victoria Room, Keighley Civic Centre.