

KEIGHLEY TOWN COUNCIL

Minutes of an extra-ordinary meeting of the Allotments and Landscapes Committee held in the Victoria Room, Keighley Civic Centre on Friday, 2nd August 2019

Present: Councillor Kirby, Chair
Councillor Corkindale, Ex-Officio
Councillor Dowse
Councillor Maunsell

Also Present: Anne Wilson, Locum Town Clerk
Phil Hanson, Allotments & Landscapes Officer
Nichola Powell, Minute Secretary
3 Members of the Public

Laura Johnson addressed the meeting regarding memorial benches in Lund Park for her sisters who died in the Broomhill Walk fire 36 years ago. The benches would be similar to those erected in Town Hall Square and would have cut outs of hearts and angels and would be funded by a local businessman who went to school with the deceased. The Locum Town Clerk said once the benches had been installed she would arrange a blessing by the Rev Dr Jonathan Pritchard.

13/2019 (ALL) Fire Safety Announcement

A fire safety announcement was made.

14/2019 (ALL) Apologies for Absence

RESOLVED to receive apologies of absence from:

- Councillor Graham, personal reasons
- Councillor Wrench – annual leave
- Councillor Bernardini – no apologies given

15/2019 (ALL) Declarations of Interest

RESOLVED Councillor Dowse expressed a pecuniary interest in item no 18.4.

RESOLVED there were no 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 from the Officers.

16/2019 (ALL) Public Question Time and Participation

There were no members of the public present.

17/2019 (ALL) Minutes

RESOLVED to confirm the minutes of the meeting held on Monday, 10th June 2019 be confirmed as a true record of the proceedings and signed by the Chair.

18/2019 (ALL) Allotments and Landscapes Matters

18.1 Charity Groups Using Allotments

The Allotments & Landscapes Officer informed members he had issued an invoice to the Join Project, however, they had informed him that they had not paid rent for the allotments in the past. However, there were a number of other charitable projects which had allotments who did pay rent.

RESOLVED that the Allotments & Landscapes Officer contact all charities who had paid rent to inform them they would receive a refund of half the rent paid.

RESOLVED that the Allotments & Landscapes Officer to contact Join Project to inform them from 2020 they would be liable to pay half the rent for their allotments.

18.2 Rat Infestation at Hard Ings Road Allotments

The Allotments & Landscapes Officer had received 4 quotations:

- Company A - £3,900
- Company B - £1,152
- Company C - £2,444
- Company D - £920

RESOLVED that Company B be employed to deal with the rat infestation at Hard Ings Road Allotments.

Members discussed the process of opening quotations/tenders and agreed in the future they would be received in sealed envelopes and opened all at the same time by the Locum Town Clerk, Mayor and/or Deputy Mayor and the Chair of the relevant Committee.

18.3 New Railings to RHS of the Town Hall

The Allotments & Landscapes Officer informed members he had revised the specification and had received one response to date which was £4,600 for galvanised steel and painted.

Members agreed to await the other quotations and bring back to the next meeting.

18.4 Fence at Selborne Grove Allotments

The Allotments & Landscapes Officer informed members the entrance to the allotments was not visible due to weeds and brambles but there was a drop in height levels from the adjoining allotment which was a safety concern for the children at Holy Family school. He had received 3 quotations all of which, bar 1, had quoted purely for galvanised steel. One company had also quoted for tantalised posts.

RESOLVED that the company who could supply a stock fence with tantalised post at a cost of £410 be employed.

18.5 SLA for Town Hall Square

The Allotments & Landscapes Officer had been in touch with Alistair Russell who had informed him that the SLA for Town Hall Square was not in his remit.

***Action:** the Chair would contact Bradford MDC to ascertain who remit this comes under.*

18.6 New Sewer Pipe in Plot SG309 at Selborne Grove

Yorkshire Water had been contacted as there was a leak in a pipe which was interfering with the live sewer pipe. They were due to attend site that weekend to undertake the repair to the leaking pipe.

18.7 Unused Plots at Guardhouse

The Allotments & Landscapes Officer informed members that there were currently 5 plots on the Guardhouse allotments which are covered with weeds, brambles and a variety of rubbish including asbestos which would be costly to totally clear.

RESOLVED that the 5 plots be cleared enough to enable the planting of trees from the Forest of Bradford team.

18.8 Start of New Tenancy Maintenance

Members confirmed that it was the responsibility of the Town Council to pay for the clearance of any brambles, rubble, shrubs, trees and weeds once a plot has been empty for 2 years or more.

18.9 Damaged Fence at Hard Ings Road Allotments

The Allotments & Landscapes Officer confirmed that the fence had now been repaired with a new panel and the adjacent fence straightened up by the corner of the entrance.

18.10 Damaged Tarmac

Members agreed that the car park at East Morton allotments could be repaired through the Allotments & Landscapes Officer's delegated authority.

18.11 Collapsing Wall

RESOLVED that a section of the dry stone wall on Arncliffe Road allotments be rebuilt at a cost of £660.

18.12 Cenotaph Cleaning

RESOLVED that Aural Ltd be contracted to clean, re-wax the statues and doff clean the stonework for the next 3 years at a fixed price of £4,000 plus VAT per year.

19/2019 (ALL) Proposed Extension, Variation or Discharge of Public Space Protection Order (PSPO) Keighley Town Centre

Members agreed to the proposed extension, variation and Discharge of Public Space Protection Order (PSPO) and the Locum Town Clerk and Allotments & Landscapes Committee would order signage for anti social drinking.

20/2019 (ALL) Forest of Bradford Tree Planting

The Locum Town Clerk informed members that trees could be obtained from the Woodland Trust and there were plenty of available unused sites throughout the town where they could be planted.

21/2019 (ALL) Merlin Top Primary School

RESOLVED That this item be deferred to the next meeting.

22/2019 (ALL) Finance

RESOLVED That this item be deferred to the next meeting.

23/2019 (ALL) Matters to be Tabled Relevant to this Committee

RESOLVED That this item be deferred to the next meeting.

24/2019 (ALL) Future Agenda Items

- Merlin Top Primary School
- Finance
- Remembrance plaque in the Town Hall Square for children who have lost their lives in tragic circumstances.
- New railings for RHS of Town Hall Square
- Asset transfer
- Award for Steve Thorpe

25/2019 (ALL) Date of Next Committee Meeting

RESOLVED to note that the date of the next scheduled meeting of this committee will be Monday, 9th September 2019 at 6.00pm in the Victoria Meeting Room, Keighley Civic Centre.

There being no further issues raised the Chair closed the meeting at 19.10 and thanked all for attending.

Signed **Date**
Chair