

## 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, 9<sup>th</sup> September 2019

**Present:** Councillor Kirby, Chair  
Councillor P Shaw, Ex-Officio  
Councillor Dowse (from 18:35)  
Councillor Maunsell  
Councillor Bernardini  
Councillor A Walker  
Councillor L Wrench

**Also Present:** Phil Hanson, Allotments & Landscapes Officer  
Pip Gibson, Community Development Officer  
Abbey Peckston, Administration Officer (Minute Taker)  
1 Member of the Public

### **26/2019 (ALL) Fire Safety Announcement**

A fire safety announcement was made.

### **27/2019 (ALL) Apologies for Absence**

**RESOLVED** to receive apologies of absence from:

- Councillor Graham, personal reasons
- Councillor Dowse, Policies & Governance Meeting
- Councillor Ali, personal reasons

### **28/2019 (ALL) Declarations of Interest**

**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.

### **29/2019 (ALL) Public Question Time and Participation**

Mel Francis from Trees for Cities is working with the Community Development Officer to plant more trees within the school with high level of poverty and playgrounds. It was suggested that North Dean Nature Reserve could be used. The project would need support of £2,000.

Cllr Kirby proposed that Guardhouse should look at investing in bat boxes and bird boxes, wildflowers and to be hedgehog friendly as they are going to go extinct in 6-10 years.

**PROPOSED** that 1000 trees are planted at North Dean Nature Reserve and £2,000 project is supported by the Allotment and Landscape Committee.

### **30/2019 (ALL) Minutes**

**PROPOSED** by Cllr Maunsell and seconded by Cllr Kirby to confirm the minutes of the meeting held on Monday, 2<sup>nd</sup> August 2019 be amended on apologies and confirmed as a true record of the proceedings and signed by the Chair.

## **31/2019 (ALL) Allotments and Landscapes Matters**

### **31.1 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.

### **31.2 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.

### **31.3 Granby Drive**

The Allotments and Landscapes Officer informed members that the padlock on the main gate has broken but he will be replacing it.

### **31.4 Guardhouse**

The Allotments and Landscapes Officer informed members that he has been round with two contractors to discuss the new fence parameters (apx. 230M) and is still waiting for quotes.

**RESOLVED** that the Allotments and Landscapes Officer receives 3 quotes for the new fence and members will agree a price at the next committee meeting.

### **31.5 Marland Road**

The Allotment and Landscape Officer informed members that there are only ½ plot available left in this allotment.

**RESOLVED** the ½ plot that is left be offered to an existing tenant within that allotment.

### **31.6 Hard Ings Road**

The Allotments and Landscapes Officer informed members that the rat catcher has started and has picked up a number of dead rats.

### **31.7 Town Hall Square**

The Allotments and Landscapes Officer informed members that 3 wooden benches are in need of replacement as they cannot be satisfactorily repaired due to too much rotten timber and that most of the other benches needs repairs.

**PROPOSAL** that the Allotments and Landscapes officer gets quotes for the replacement and repairs of all the benches that need it.

### **31.8 Yorkshire Water and Sewage Pipe at Selborne Grove**

The Allotments and Landscapes Officer informed members that Yorkshire Water have identified at least 3 leaks to the sewage pipe and also a constant water leak which is assumed to be a pipe burst somewhere on the allotment. They have now put two jobs on for two teams (Clean Water Team and The Sewage Team) they will be planning work in the upcoming weeks and the Officer will give members an update in the next committee meeting.

### **32/2019 (ALL) Finance**

**RESOLVED** that this item be deferred to the next meeting.

**REOLVED** that the Deputy Town Mayor speaks to the RFO to ensure the financial report is ready for the next committee meeting and all future meetings.

### **33/2019 Remembrance plaque in the Town Hall Square for Children who have lost their lives in tragic circumstances**

**PROPOSED** by Cllr Maunsell and Cllr A. Walker that a plaque is made to be displayed in the Remembrance Garden in Town Hall Square for children under the age of 16 that have been killed in tragic circumstances.

**PROPOSED** by Cllr Kirby suggested there be a Sub Committee who decide which children go on the plaque.

### **34/2019 Merlin Top Primary School**

**RESOLVED** deferred to the next meeting.

### **35/2019 New Railings for RHS of Town Hall Square**

**RESOLVED** by Cllr Bernardini and Cllr Walker that if there are no more quotes regarding the metal railings by Friday 13<sup>th</sup> September 2019, then the first quote received will be confirmed and the work can start.

### **36/2019 Asset Transfer**

**PROPOSED** that the Sub Committee of Cllr Maunsell, Cllr Wrench and Cllr A. Walker look at all the assets except for Keighley Tarn and create an asset transfer list.

### **37/2019 Award for Steve Thorpe**

**PROPOSED** that Steve Thorpe be put forward for the next Keighley Award ceremony and receives recognition for all his hard work on Town Hall Square and around Keighley Town and this to be put forward to the Events Committee.

### **38/2019 (ALL) Matters to be Tabled Relevant to this Committee**

**RESOLVED** That this item be deferred to the next meeting.

### **39/2019 (ALL) Future Agenda Items**

- Merlin Top Primary School Bin

- Finance and budget

**40/2019 (ALL) Date of Next Committee Meeting**

**RESOLVED** to note that the date of the next scheduled meeting of this committee will be Monday, 11<sup>th</sup> November 2019 at 6.00pm in the Victoria Meeting Room, Keighley Civic Centre.

There being no further issues raised the Chair closed the meeting at 19.18 and thanked all for attending.

Signed ..... Date .....  
Chair