

KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Allotments and Landscapes Committee held in the Victoria Room, Keighley Civic Centre on Monday, 11th February 2019

Present: Councillor Kirby (Chair)
Councillor Bernardini
Councillor Corkindale (ex-Officio)
Councillor Maunsell
Councillor Shaw
Councillor A Walker

Also Present: Councillor Morris
Anne Wilson, Locum Town Clerk
Lee Senior, Allotments & Horticultural Officer
Nichola Powell, Minute Secretary

45/2018 (ALL) Fire Safety Announcement

A fire safety announcement was made.

46/2018 (ALL) Apologies for Absence

RESOLVED to receive apologies of absence from:

- Councillor S Mahmood - annual leave

No apologies had been received from Councillor C A Mahmood and it was noted that he had not attended the last few meetings.

47/2018 (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 either Members or Officers.

48/2018 (ALL) Public Question Time and Participation

There were no members of the public present.

49/2018 (ALL) Minutes

Councillors Corkindale and A Walker to be added to the apologies for absence.

RESOLVED to confirm the minutes of the meeting held on Monday, 12th November 2018 be confirmed as a true record of the proceedings and signed by the Chair following the above amendments.

Councillor Shaw left the meeting at 18.40.

50/2018 (ALL) Allotments and Horticultural Officer's Report

Utleigh - a site visit had taken place and it was agreed that an additional gate should not be installed. Consideration was given to look at the cost of moving the current gate, however, the cost had turned out to be prohibitive.

Miscellaneous - members agreed when the renewal letters were issued it would include information regarding allotments where animals could be kept and details about the Best Kept Allotment competition together with the judging dates.

Members received the report from the Allotments and Horticultural Officer.

51/2018 (ALL) Allotments and Landscapes Matters

51.1 The Locum Town Clerk informed members she had received 3 quotations for the cost of dog bins for the Guardhouse Allotments. The prices quoted did not include installation as that would be undertaken by Keighley Town Council.

Members agreed to purchase 7 x pole mounted dog bins from Glasdon at a cost of £103.82 plus VAT, 6 x "Please keep your dogs on their leads" signs at a cost of £8.06 each and 6 x "Please clear up after your dog" signs at a cost of £3.23 each.

Discussions took place regarding the emptying of the bins and it was agreed in principle that the Locum Town Clerk would contact Bradford MDC to make enquiries regarding a contract for emptying the dog bins.

RESOLVED that the Allotments & Landscapes Committee gave authority to the Locum Town Clerk to arrange a contract for the dog bins to be emptied.

51.2 The Allotments and Landscapes Manager, Chair, Locum Town Clerk and Caretaker/ Handyman had visited all allotments earlier in the day and all agreed it had been a very worthwhile exercise. Following discussions it was agreed that quarterly visits to all allotments would take place and allotment holders would be notified of the date of the visits.

51.3 The Chair said the land at Guardhouse Allotments could be used for the Food Poverty scheme and also Urban Meadows could utilise the space.

RESOLVED that the Locum Town Clerk and the Allotments & Landscapes Manager would liaise on the price of clearing the site up to a cost of £1,700.

51.4 Discussions took place regarding the provision of waste bins for Postman's Walk and the new Laycock layby.

RESOLVED that this request be sent to the Watch & Transport Committee as new bins came under their remit.

Councillor Shaw re-entered the meeting at 19:00.

51.5 The Allotments & Landscapes Manager said he did not arrange official dates for site visits but attended allotments when there were issues and he visited some sites more often than others.

RESOLVED that the Allotments & Landscapes Manager would visit allotments every 3 months, issue warning letters are necessary and revisit the allotment 14 days after the letter being issued.

52/2018 (ALL) Finance

Members noted that there was currently £8,972 remaining in the budget.

53/2018 (ALL) Land matters around the Parish of Keighley

53.1 **Hog Holes** - following an action from the previous meeting the Allotment & Landscapes Manager had received a copy of the HM Land Registry and it stated that Bradford MDC were the current owners of the land.

53.2 **Holden Park** - following an action from the previous meeting the Allotments & Landscapes Manager had received a copy of the HM Land Registry which stated the land was owned by Bradford MDC.

RESOLVED that the Locum Town Clerk would contact Bradford MDC regarding taking ownership of part of the land which could then be converted into allotments.

53.3 **Transfer of land by Barratts at North Dean Avenue** - the Locum Town Clerk informed members that she had contacted Barratts who informed her they had offered the land to BANDAG who had turned it down. The land had now been sold to a private company. She expressed her disappointment that Barratts had not contacted Keighley Town Council to see if they would have been interested in taking over the land.

54/2018 (ALL) Keighley Memorial Square

54.1 **RESOLVED** that the Memorial Square would become an official alcohol free zone.

54.2 The Locum Town Clerk informed members she had spoken to the company who had provided the WW1 bench and they had agreed to meet with members to discuss providing bespoke benches. The benches owned by the Council would be replaced initially following which owners of the memorial benches would be contacted regarding making their benches bespoke. She also confirmed that there was £20,000 in the budget for 2019/20 for replacement benches.

54.3 Members discussed the consideration of installing a memorial stone in the Garden of Remembrance for Ian Dewhurst which would be in addition to the plaque which had been agreed at the last Town Council meeting.

RECOMMENDATION that the purchase of a memorial stone for Ian Dewhurst at a cost of £700 for the stone and carving be referred to the Finance & Audit Committee for their approval.

55/2018 (ALL) Matters to be tabled relevant to this Committee

There were none.

56/2018 (ALL) Future Agenda Items

- Memory Garden maintenance

57/2018 (ALL) Date of Next Committee Meeting

Members noted that there was no further scheduled meeting of the Allotments & Landscapes Committee but if due to the nature of the business to be transacted and extraordinary meeting of the Committee is required then a meeting will be called.

58/2018 (ALL) Admissions to Meetings

RESOLVED that in view of the confidential nature of the business about to be transacted that the press and public be temporarily excluded and they are instructed to withdraw due to the nature of the business about to be transacted at Item 15 (consideration of personal data and confidential staffing matters) which is considered to be prejudicial to the public interest.

59/2018 (ALL) Service Complaint

Following a site visit by the Locum Town Clerk, Chair and Allotments & Landscapes Manager it was agreed that no further action on this issue would be taken.

The Allotments & Landscapes Manager informed members that he would be leaving the Council in early May. The Chair thanked him for all the work he had undertaken over the years on behalf of the Committee.

There being no further issues raised the Chair closed the meeting at 19.20 and thanked all for attending.

Signed Date
Chair