

## KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Allotments and Landscapes Committee held in the Victoria Room, Keighley Civic Centre on Monday, 11<sup>th</sup> November 2019

**Present:** Councillor Kirby, Chair  
Councillor Bernardini (from 18.17)  
Councillor Corkindale, ex-Officio  
Councillor Dowse  
Councillor Wrench

**Also Present:** Phil Hanson, Allotments & Landscapes Officer  
Nichola Powell, Minute Secretary

### **041/2019 (ALL) Fire Safety Announcement**

A fire safety announcement was given at the start of the meeting and there was no fire drill scheduled to take place during the meeting.

### **042/2019 (ALL) Apologies for Absence**

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

- Councillor Graham, annual leave
- Councillor Maunsell, sick leave

### **043/2019 (ALL) Declarations of Interest**

**RESOLVED** Councillor Dowse expressed a pecuniary interest in item no

**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.

### **044/2019 (ALL) Public Question Time and Participation**

There were no members of the public present.

### **045/2019 (ALL) Minutes**

**RESOLVED** to confirm the minutes of the meeting held on Monday, 9<sup>th</sup> September 2019 be confirmed as a true record of the proceedings and signed by the Chair.

### **046/2019 (ALL) Allotments and Landscapes Matters**

The Allotments & Landscapes Officer tabled his report and highlighted the following:

- Guardhouse Allotments - the Pear Mapping system would shortly be made available to the Allotments & Landscapes Officer which would assist in defining the boundaries of the plots.
- Hard Ings Road - members agreed that Dean Taylor from pest control be invited to attend the next meeting to update members regarding the rat infestation on the site.

*Action: the Chair and Allotments & Landscapes Officer to discuss the pest control contract before 18<sup>th</sup> November 2019.*

- Town Hall Square Benches - the Allotments & Landscapes Officer to request quotations for 6 bespoke benches for the next meeting.

**46.1 National Allotment Society**

**RESOLVED** that the Allotments & Landscapes Committee agreed to the continuing membership of the National Allotment Society at £55 per annum plus VAT.

**46.2 Pesticides Course**

**RESOLVED** that the Allotments & Landscapes Committee agreed for the Allotments & Landscapes Officer to attend a 2 day pesticides course and assessment to eradicate Japanese knotweed and other hazardous weeds at a cost of £510.

**46.3 Cenotaph Cleaning**

**RESOLVED** that the Allotments & Landscapes Committee agreed a fixed price of £4,800 including VAT for cleaning the cenotaph for the next 3 years.

**46.4 Fenced Area in Church Green**

A request from a parishioner had been received regarding fencing off an area in Church Green for children with swings/slides, however, as the land belonged to Bradford MDC Keighley Town Council could not agree to this request.

**46.5 Applegarth Homes**

The owner of Applegarth Homes had erected a perimeter fence, ramp and access to Westfield Crescent allotments at his own cost and had requested a contribution from Keighley Town Council.

**RESOLVED** that the Allotments & Landscapes Committee contribute £1,250 to Applegarth Homes for the erection of a perimeter fence, ramp and access to Westfield Crescent allotment.

**46.6 Reducing Trees Around Plot SJ08**

**RESOLVED** that the Allotments & Landscapes Committee agreed to the reduction of branches around plot SJ08 at a cost of £420 including VAT.

**46.7 Tree Planting**

**RESOLVED** that the Allotments & Landscapes Committee provide £2,000 for the planting of 2,000 trees in North Dean Nature Reserve and Damems Nature Trail.

**46.8 Guardhouse Fencing**

The Allotments & Landscapes Officer informed members that 9 companies had been contacted to provide quotations, 4 had undertaken a site visit, however, to date only 2 had responded:

- Company A - £20,000 inc VAT plus £50 per extra-long post where required
- Company B - £33,000 inc VAT

**RESOLVED** that the Allotments & Landscapes Committee agree that Company A be appointed to undertake the fencing at the back of Guardhouse allotments to prevent fly tipping and to enable some more allotments for vegetables for £21,000 but any monies remaining would be reinstated to the Committee's budget.

The Allotments & Landscapes Officers report was received by the Committee.

**047/2019 (ALL) Finance**

No finance report was available, therefore, it was agreed that this item be deferred to the next meeting.

**048/2019 (ALL) Remembrance Plaque in Town Hall Square**

**RESOLVED** that, following discussions, the Allotments & Landscapes Committee agreed not to pursue the installation of a remembrance plaque in Town Hall Square.

**049/2019 (ALL) Merlin Top Primary School**

The Chair informed members that a request had been received for the installation of a waste bin in the play area which would be funded from Councillor Kirby and Councillor Bernardini's Ward Improvement Funds.

**Action:** *The Chair to speak to Bradford MDC to request the bin be included on the waste collection service.*

**050/2019 (ALL) New Railings for RHS of Town Hall Square**

The Chair informed members that the company had commenced making the fencing and it would be installed in the near future.

**051/2019 (ALL) Asset Transfer**

**RESOLVED** that the Allotments & Landscapes Officer would obtain ownership documents for all assets owned by Keighley Town Council for discussion at the next meeting.

**052/2019 (ALL) Award for Steve Thorpe**

Members discussed the outstanding work which Steve Thorpe undertook on behalf of the Town Council and agreed that some recognition should be made by way of a Community Award.

**RESOLVED** that the Allotments & Landscapes Committee request the Community Project Coordinator send out a communication asking for a nomination for Steve Thorpe to receive a Community Award.

**053/2019 (ALL) Matters to be Tabled Relevant to this Committee**

There were none.

**054/2019 (ALL) Future Agenda Items**

- Financial Reports
- Asset transfer - Land Registry documents
- Invitation to Dean Taylor from pest control to attend the next meeting

**055/2019 (ALL) Date of Next Committee Meeting**

**RESOLVED** to note that the date of the next scheduled meeting of this committee will be Monday, 24<sup>th</sup> February 2020 at 6.00pm in the Victoria Meeting Room, Keighley Civic Centre.

There being no further issues raised the Chair closed the meeting at 19.40 and thanked all for attending.

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