

KEIGHLEY TOWN COUNCIL

Informal Notes of a meeting of the Community Development Committee held in the Victoria Room, Keighley Civic Centre on Tuesday, 26th March 2019

Present: Councillor Adams (Chair)
Councillor Bernardini
Councillor Corkindale (ex-Officio)
Councillor Fletcher

Also Present: Pip Gibson, Project Co-Ordinator/Worker
Anne Wilson, Locum Town Clerk
Nichola Powell, Minute Secretary

50/2018 (CD) 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.

51/2018 (CD) Apologies

Apologies had been received from:

- Councillor S Ahmed - annual leave
- Councillor Anayat - personal reasons

52/2018 (CD) 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.

53/2018 (CD) Public Question Time and Participation

There were no members of the public present.

54/2018 (CD) Minutes

The minutes of the Community Development Committee held on 13th March 2019 had been approved by the Full Council on 21st March 2019.

55/2018 (CD) To Consider Options for Future Community Development in Keighley

The Chair welcomed Pip Gibson to her first meeting as Project Co-Ordinator/Worker and informed members that she would be commencing the role officially on 8th April 2019. There had been no suitable applicants for the posts of Project Workers and all agreed it was important to ensure the correct people were employed. Discussions took place regarding employing an apprentice who could be trained up to the role. All agreed that the Project Co-Ordinator/Worker should be involved in the interview/selection process.

The Chair and Project Co-Ordinator/Worker would put together a press release introducing Pip Gibson with an explanation of what her role would encompass which would be published in the Keighley News.

Members discussed what the process would be for the division/priority of work as it should not be the decision of the Project Co-Ordinator/Worker. All agreed that the Terms of Reference for the Community Development Committee would be updated for the beginning of the next civic year. The Project Co-Ordinator/Worker would also develop a new form for Councillors to submit for any works/projects to be undertaken. The Community Development Committee would then review and agree the works/projects which were priority and would be undertaken by the Project Workers.

The Project Co-Ordinator/Worker informed members she had had plenty of success in the past applying for grants and had experience/knowledge of which grants to apply for which she would continue to do on behalf of the Town Council. She acknowledged that not all grants could be applied for on behalf of a Town Council so she would then look at partnership working.

56/2018 (CD) Date of Next Committee Meeting

There were no further scheduled meeting of the Community Development Committee, however, should one be needed an extra-ordinary meeting would be convened.

There being no further issues raised the Chair closed the meeting at 18.45 and thanked all for attending.

Signed **Date**
Chair