

## KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Events & Leisure Committee held in the Victoria Room, Keighley Civic Centre on Thursday, 13<sup>th</sup> June 2019

**Present:** Councillor Corkindale (chair until 18.02)  
Councillor Westerman (Chair from 18.02)  
Councillor Bernardini  
Councillor Chapman  
Councillor Clarkson  
Councillor A Walker  
Councillor Wrench  
Councillor Zubair

**Also Present:** Nichola Powell, Minute Secretary  
Graham Mitchell, Co-Ordinator Keighley Transport Festival 2020

### **01/2019 (EL) 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.

### **02/2019 (EL) Election of Chair**

**RESOLVED** that Councillor Westerman be elected as Chair for the 2019/20 municipal year.

### **03/2019 (EL) Election of Vice-Chair**

**RESOLVED** that Councillor Chapman be elected as Vice-Chair for the 2019/20 municipal year.

### **04/2019 (EL) Apologies for Absence**

Apologies had been received from:

- Councillor Thorne, annual leave

### **05/2019 (EL) 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 Members or Officers.

### **06/2019 (EL) Public Question Time and Participation**

There were no members of the public present.

### **07/2019 (EL) Minutes**

**RESOLVED** to confirm the minutes of the meeting held on Tuesday, 12<sup>th</sup> March 2019 be confirmed as a true record of the proceedings and signed by the Chair.

## 08/2019 (EL) Events

### i) **Keighley Transport Festival 2020**

Graham Mitchell addressed members saying that Keighley had a wealth of working transport heritage and the aim of the Festival was to display, showcase and explain the heritage of water, rail and road transport. There were a number of organisations who were involved who would make their own arrangements but there was also a Project Management Hub involving people from a variety of organisations who would undertake the general organisation. They were looking at having partnership participation of Keighley Town Council to provide a bank account, partnership funding and the possibility of opening up the Police Museum and cafe.

**RESOLVED** that Keighley Town Council confirms its involvement in the Keighley Transport Festival 2020.

**RESOLVED** that Graham Mitchell be co-opted onto the Events and Leisure Committee specifically for items about the Festival.

**RESOLVED** that the Town Council be the facilitator for the bank account for the Festival.

**RESOLVED** that the Chair and Vice Chair of the Events and Leisure Committee and Graham Mitchell be signatories for the Festival bank account with Mr Mitchell and one of the two members of the Events and Leisure Committee signing all cheques.

### ii) **Review of Events which have already taken place**

#### a) **Keighley Community Awards - Friday, 15<sup>th</sup> March 2019**

The event was successful and very well received. Lessons had been learnt which would be incorporated into future events eg. IT and film coverage and allowing the winners to speak after their award.

#### b) **St George's Day Event - Tuesday, 23<sup>rd</sup> April 2019**

A well-attended and well received event. Early organisation of future events would mean that more typical English attractions could be sought.

### iii) **Review of Forthcoming Events**

#### a) **Keighley Integrated Gala - Saturday/Sunday 8<sup>th</sup>/9<sup>th</sup> June, Cliffe Castle Park**

The Mayor and Mayoress together with some Councillors attended the event. Unfortunately due to the weather the film showing on the Saturday was not well attended but the Sunday was very well attended. A good start to working in partnership with Bradford MDC and Cliffe Castle.

#### b) **School Achievers Awards - Friday, 19<sup>th</sup> July**

This event was held in the Civic Centre and was for local year 6 pupils who had been nominated by their school. The Chair requested that members of the Events & Leisure Committee attend the event to assist with arrangements.

#### c) **Yorkshire Day - Thursday, 1<sup>st</sup> August**

The event would be a day of celebration and would be held on Church Green. The Chair requested members to look at ideas for the event which could be discussed at the next meeting.

- d) **Teddy Bear's Picnic - Wednesday, 28<sup>th</sup> August**  
Members were informed that Bradford MDC were holding a very similar event on the 15<sup>th</sup> August.

**RESOLVED** that due to a similar event taking place on the 15<sup>th</sup> August members agreed this event should be cancelled.

- e) **Heritage Days - 6<sup>th</sup>-9<sup>th</sup> and 13<sup>th</sup>-16<sup>th</sup> September (in partnership with others)**  
The Chair informed members that the Heritage Days were very popular events in the past and they had taken place in the Town Hall with the Keighley 'silverware' on display eg. Town Mayor/Mayoress chains, the mace, etc.
- f) **Emergency Services Event - Saturday, 28<sup>th</sup> September**  
The Chair said this had been passed to the Watch & Transport Committee for them to contact the relevant services to ascertain availability. All agreed it was important to ensure all front line services were in attendance.
- g) **Oktoberfest**  
The event in 2018 had been cancelled due to lack of interest. Members agreed to hold the event on the weekend of the 26<sup>th</sup>/27<sup>th</sup> October and ensure it was publicised well in advance.
- h) **Bonfire Night - Saturday, 2<sup>nd</sup> November**  
The Chair said in his previous position of Chair of the Watch & Transport Committee he had contacted the local police regarding the planning of the event and had been informed the cost of the security and road closures which would have to take place would be in the region of £6-7k. The event itself would cost in the region of £5-5½k for the fireworks for 20 minutes.

**RESOLVED** that due to the costs involved members agreed to cancel the Bonfire Night event.

- i) **Remembrance Sunday - Sunday, 10<sup>th</sup> November**  
This was a very well organised and attended event. An organisation meeting was due to take place at the end of July.
- j) **Christmas Lunches - Tuesday, 10<sup>th</sup> and Thursday, 12<sup>th</sup> December**  
Members discussed the popularity of this event and the possibility of holding an additional day. Discussions also took place regarding providing transport for those who were house bound.

**RESOLVED** that an additional day be put on and the dates be 9<sup>th</sup>, 11<sup>th</sup> and 13<sup>th</sup> December 2019.

- k) **The Big Carol Service - Tuesday, 17<sup>th</sup> December**  
The Chair informed members that the event was organised by the Rev Dr Jonathan Pritchard with assistance from the Town Council for printing the order of service. Unfortunately not many councillors had attended the event in 2018, therefore, the date had been arranged to ensure it did not clash with the Bradford MDC carol service.

iv) **Other Town Events**

a) **Christmas Tree for Church Green**

The Chair informed members that Bradford MDC provided a tree for Church Green at a cost of approximately £4,000. Unfortunately the Town Council were unable to provide their own tree as the land belonged to Bradford MDC. The Town Council would also have to provide the lights for the tree. Discussions took place regarding using an existing tree on Hanover Street/Worth Way.

**RESOLVED** that enquiries be made into the cost of dressing the existing tree on the corner of Hanover Street/Worth Way.

b) **Consideration of a Christmas Tree for Memorial Square**

Members discussed the fact that there were a number of trees in the Memorial Square which were lit up and they were unsure whether Bradford MDC would give permissions for a tree to be erected as they owned the Square.

**RESOLVED** that this issue be referred back to the Allotments & Landscapes Committee.

**09/2019 (EL) Future Agenda Items**

- VE Day
- Armed Forces Day
- Yorkshire Day
- Heritage Days
- Emergency Services Event
- Oktoberfest
- Remembrance Sunday
- Christmas Lunches
- The Big Carol Service

**10/2019 (EL) Date of Next Committee Meeting**

**RESOLVED** to note that the date of the next scheduled meeting of this committee will be Thursday, 1<sup>st</sup> August 2019 at 6.00pm in the Victoria Meeting Room, Keighley Civic Centre. However, due to the immediacy of some of the events members agreed to hold an extra ordinary meeting on Monday, 8<sup>th</sup> July 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 .....  
Chair

Date .....