

KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Events & Leisure Committee held in the Victoria Room, Keighley Civic Centre on Thursday, 15th August 2019

Present: Councillor Westerman, Chair
Councillor Bernardini
Councillor Clarkson
Councillor Corkindale (Ex-Officio)
Councillor Thorne
Councillor Wrench

Also Present: Christine Eastbury, Deputy Town Clerk
Nichola Powell, Minute Secretary

16/2019 (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.

17/2019 (EL) Apologies for Absence

Apologies had been received from:

- Councillor Chapman, annual leave
- Councillor A Walker, sick leave

18/2019 (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.

19/2019 (EL) Public Question Time and Participation

There were no members of the public present.

20/2019 (EL) Minutes

RESOLVED to confirm the minutes of the meeting held on Monday, 8th July 2019 be confirmed as a true record of the proceedings and signed by the Chair.

21/2019 (EL) Events

i) Review of Events which have already taken place

a) School Achievers Awards - Friday, 12th July 2019

Feedback had been very positive. Members agreed it was a very good event and the children had really enjoyed it. However, there had been one complaint to the office regarding the lack of food for adults. Following discussions members agreed that the event was specifically for children so this was not an issue.

b) **Yorkshire Day - Thursday, 1st August 2019**

There had been a very good turnout for the event, however, there were a number of adverse comments regarding the bells from the church which had rung from 10.00am to approximately 1.00pm which had put a few people off staying longer.

The Chair expressed his thanks to the office staff and Brian Morris for undertaking the organisation of the day and for their assistance on the day.

c) **Teddy Bear's Picnic - Thursday, 15th August 2019**

Both the Mayor and Deputy Town Clerk had attended the event which had been very well attended.

d) **Heritage Days - 6-9 and 13-16 September 2019**

Members discussed attendees for the event and agreed that the Men of Worth, Historical Society and Charlie Bowman would be invited to attend. They also agreed that the Town Hall should be opened so members of the public could visit the Council Chamber and view the Mayoral Chains, Mace and other silverware.

RESOLVED that a banner be ordered to advertise the variety of different events which the Events & Leisure Committee organised.

e) **Emergency Services Event - Saturday, 28th September 2019**

As no contact had been made with any of the three services by members or the office staff to date members agreed that the event be moved to the New Year. The Mayor said had a contact in the services who he would ask to co-ordinate the contacts for all three services. As discussed at the previous meeting members agreed there should be a service in the church followed by a civic ceremony.

f) **Oktoberfest**

The Major informed members that Dan Palmer from Cliffe Castle had expressed an interest in running a joint event with Keighley Town Council. He had also been in touch with the Army Cadets who, if given plenty of notice, would be willing to help out on the day and would provide an inflatable assault course and a laser clay pigeon shoot free of charge,

RESOLVED that the Mayor take the lead for the organisation of the event with the office staff and would liaise with Dan Palmer from Cliffe Castle on the date.

g) **Remembrance Sunday - Sunday, 10th November 2019**

The Mayor said the event would follow the same process as last year, however, it would be the rector from the Parish Church who would take the service as the Revd Dr Jonathan Pritchard was taking the service at Bradford.

The Deputy Town Clerk informed members that the Drill Hall had been booked, however, work was being undertaken on the building which was anticipated to be completed prior to the event but if that was not the case an alternative may have to be found.

h) **Christmas Lunches - 9/11/13 December 2019**

Further to discussions at previous meetings the Chair said the lunch on the 13th December would be for the homeless and deprived people of Keighley.

Members agreed that the event would be advertised 5-6 weeks prior and the tickets would be on a "first come first served" basis.

i) **The Big Carol Service - Tuesday, 17th December 2019**

The Chair said only 3 Councillors and the Mayor had attended the event in 2018 which was very disappointing.

Members agreed to discuss this in more detail at the next meeting.

iii) **Review of Forthcoming Events**

a) **Christmas Tree for Church Green**

The Chair informed members that the lights which were on the tree in 2018 were the property of Keighley Town Council, however, when the tree had been removed Bradford MDC had also taken the lights.

***Action:** the Deputy Town Clerk to contact Bradford MDC to request they return the lights to Keighley Town Council and also to ascertain the age of the lights as they only have a lifespan of 5 years.*

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

The Chair informed members that this request had come from the Allotments & Landscapes Committee. After discussions members agreed that as the remit for the Town Hall Square came under the Allotments & Landscapes Committee this should be put back to that Committee for them to agree/purchase.

22/2019 (EL) Breakdown of Finances

The Deputy Town Clerk said due to the absence of the RFO there was no full breakdown available.

Members discussed the budget and queried the following:

- why the Remembrance Day Service had been reduced by £2,100 in 2019, and
- why there was no budget set for the Community Awards event

The Chair requested that a full breakdown of the budget for the Events & Leisure Committee be provided for the next meeting.

The Mayor informed members that in 2020 it was the 100th anniversary of the town being twinned with Poix-du-Nord in France and a local company had expressed interest in providing a plaque to commemorate the event.

23/2019 (EL) Future Agenda Items

- VE Day 2020
- The Big Carol Service - Tuesday, 17th December 2019
- Christmas Market - 15th December 2019
- Christmas Card Design competition for Primary School
- Community Awards budget
- Full breakdown of the Events & Leisure Committee budget
- 100th Anniversary of Keighley being twinned with Poix-du-Nord
- Christmas tree on the previous Keighley College site

24/2019 (EL) Date of Next Committee Meeting

RESOLVED to note that the date of the next scheduled meeting of this committee will be Thursday, 5th September 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