

## KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Events & Leisure Committee held in the Victoria Room, Keighley Civic Centre on Thursday, 24<sup>th</sup> October 2019

**Present:** Councillor Westerman, Chair  
Councillor Bernardini  
Councillor Clarkson  
Councillor P Shaw, ex-Officio  
Councillor A Walker  
Councillor Wrench

**Also Present:** Naomi Goddard, RFO  
Nichola Powell, Minute Secretary  
Graham Mitchell, co-opted member (until 18.30)

### **35/2019 (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.

### **36/2019 (EL) Apologies for Absence**

Apologies had been received from:

- Councillor Chapman, personal reasons
- Councillor Thorne, sick leave

### **37/2019 (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.

### **38/2019 (EL) Public Question Time and Participation**

Graham Mitchell addressed members regarding the arrangements to date for the Keighley Transport Festival which was being held on the 24/25 May 2020. Since the previous meeting 19 different organisations had now confirmed their engagement with the event and the local MP had also offered his support. Events in 10 different locations throughout the town were being organised and there would be free activities at each. A free bus service would run throughout the 2 days every 15 minutes linking all locations.

The previous Locum Town Clerk had agreed to be a member of the Project Management Hub meeting, therefore, he requested a representative of Keighley Town Council join the other members of the Hub who were from Bradford MDC, Keighley BID and Keighley Big Local.

**RECOMMENDATION** that a request to the Community Development Committee be made regarding Pip Gibson becoming the representative for Keighley Town Council on the Project Management Hub.

Discussions took place regarding the use of the public areas in the Civic Centre eg. the main hall, cafe and museum. The Chair advised that the museum would not be opened in time for

the event and due to a problem regarding the shutters for the cafe it may not be possible to use that area unless the Civic Centre & Strategy Committee gave permission.

**RESOLVED** that use of all public rooms be made available free of charge from the 23<sup>rd</sup>-25<sup>th</sup> May 2020 for the Keighley Transport Festival 2020.

**RESOLVED** that the Events & Leisure Committee include £10,000 in the 2020/21 budget for the Keighley Transport Festival 2020.

#### **39/2019 (EL) Minutes**

**RESOLVED** to confirm the minutes of the meeting held on Thursday, 5<sup>th</sup> September 2019 be confirmed as a true record of the proceedings and signed by the Chair.

#### **40/2019 (EL) Events Already Taken Place**

The Chair requested this item only be included for feedback after an event had taken place.

#### **41/2019 (EL) Events to Take Place**

##### **i) Oktoberfest - 26<sup>th</sup>/27<sup>th</sup> October 2019**

The Chair was disappointed to note that neither he or the Vice Chair had been informed that the event had been moved to the Civic Centre due to the inclement weather forecast for the weekend. The Deputy Mayor said the decision had been taken by the Mayor after an inspection of Church Green as he felt it would be unsafe. Members agreed this was the correct decision in the circumstances. However, it was unclear why the beer festival had been cancelled on the 27<sup>th</sup> October, therefore, the RFO agreed to report back to the next meeting.

##### **ii) Remembrance Sunday - 10<sup>th</sup> November 2019**

It had been confirmed that the work on the Drill Hall would not be finished in time for Remembrance Sunday, however, the project manager at the Drill Hall had confirmed that the building would be safe to use.

Once the date of the next planning meeting had been ascertained the Chair agreed to attend the meeting.

##### **iii) Christmas Pensioner Lunches and Lunch in Conjunction with Food Poverty**

At the previous meeting it had been agreed that £800 would be given to the Food Poverty Action Group to provide Christmas lunches, however, as there were a number of different organisations involved with the Food Poverty Action Group issuing one cheque would be problematic. Following discussions it was agreed that the RFO would review the tickets already issued and move to a different day so the Food Poverty Action Group could have a separate day to provide lunch.

##### **iv) The Big Carol Service - Tuesday, 17<sup>th</sup> December 2019**

**RESOLVED** that the Chair would discuss the arrangement for The Big Carol Service with the Revd Dr Jonathan Pritchard.

#### **42/2019 (EL) Other Town Events**

##### **i) VE Day - 8<sup>th</sup>-10<sup>th</sup> May 2019**

Nothing had been planned to date but members agreed the event would run alongside arrangements by the British Legion and the Shared Church.

#### **43/2019 (EL) Keighley Gala**

Members discussed the request from the Finance & Audit Committee for £5,000 to be vired from Events & Leisure Committee so a grant could be given to the Keighley Gala Committee. The RFO said there was currently £4,000 in the Integrated Gala account plus any monies left from Oktoberfest could be vired to the Finance & Audit Committee in order for a grant to be given to Keighley Gala.

The Chair said he was disappointed to note that the Finance & Audit Committee had only agreed give a grant of £5,000 to Keighley Gala as this would be a very big event for the people of Keighley.

**RESOLVED** that the Events & Leisure Committee vire £5,000 to the Finance & Audit Committee for a grant for Keighley Gala.

#### **44/2019 (EL) Keighley Community Awards**

Members discussed the fact that no monies had been budgeted for the Keighley Community Awards in 2018/19.

**RESOLVED** that £6,600 be transferred into the Community Awards account for 2019/20.

#### **45/2019 (EL) Breakdown of Finances**

The RFO said £7,500 had been allocated to the Bonfire Night event which was no longer taking place, therefore, further monies could be vired over to the Finance & Audit Committee for Keighley Gala.

**RESOLVED** that £900 be vired to the Finance & Audit Committee for Keighley Gala.

#### **46/2019 (EL) Future Agenda Items**

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

#### **47/2019 (EL) Date of Next Committee Meeting**

**RESOLVED** to note that the date of the next scheduled meeting of this committee will be Thursday, 21<sup>st</sup> November 2019 at 6.00pm in the Victoria Meeting Room, Keighley Civic Centre.

There being no further issues raised the Chair closed the meeting at 19.00 and thanked all for attending.

Signed .....  
Chair

Date .....