

## KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Finance & Audit (FA) Committee held in the Victoria Meeting Room, Keighley Civic Centre on Monday, 18<sup>th</sup> March 2019

**Present:** Councillor Thorne - Chair  
Councillor A Ahmed  
Councillor Curtis (until 19.40)  
Councillor Maunsell  
Councillor Morris  
Councillor Pedley (until 20.05)  
Councillor A Walker

**Also Present:** Anne Wilson, Locum Town Clerk  
Naomi Goddard, RFO  
Councillor Adams (until 19.55)  
Councillor Fletcher  
Councillor Westerman (until 19.55)  
Nichola Powell, Minute Taker  
Mr Mahmood and A Khan, Green Crescent Charity UK  
Davida Lumsden, Aire, Wharfe & Craven Counselling Service  
Chris Graham, Long Lee & Thwaites Brow Village Hall Action Group

### **122/2018 (FA) Fire Safety Announcement**

A fire safety announcement was made.

### **123/2018 (FA) Apologies for Absence**

Apologies had been received from:

- Councillor Corkindale, personal reasons
- Councillor A Walker, personal reasons

### **124/2018 (FA) Declarations of Interest**

**RESOLVED** Councillor A Ahmed expressed a none-pecuniary interest in item no. 8(i), (ii) and (iii) on the agenda - Green Crescent Charity UK.

**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 Officers.

### **125/2018 (FA) Public Question Time and Participation**

#### **a) Green Crescent Charity UK**

Amir Khan addressed members stating that the charity had been established since June 2018 and had put on a variety of free events in the Keighley and Bradford area. They had also worked on an integration strategy with Bradford Council and more recently with Keighley College. He expressed his disappointment regarding the accusations which had been raised at the previous meeting mainly that the charity was linked to a terrorist group. He said that that the charity which they had been linked with, Green Crescent Bangladesh Charity, was nothing to do with their charity. He explained that the only overseas country which the Green Crescent Charity UK worked with was Malawi but the majority of their work was in the UK especially in the Keighley and Bradford areas.

The Chair explained that as queries about the charity had been raised the Committee were under obligation to explore in more detail hence the decision had been taken to defer the application until more information had been obtained. He thanked both Mr Khan and Mahmood for attending and addressing the Committee.

b) **Aire, Wharfe & Craven Counselling Service**

Davida Lumsden addressed the meeting stating they had been requested to resubmit their application to explain the monies in their account. She said that the counselling service had been rebranded the previous year and the previous organisation had sold their premises which meant they received £12,000 every quarter. There was currently approximately £44,000 in their bank account but out of that staff wages the rent had to be paid which totalled approximately £8,000 per month. She said the service was very underfunded and oversubscribed and although some clients did give contributions for the sessions they did not meet the charge of each session.

c) **Long Lee & Thwaites Brow Village Hall Action Group**

Chris Graham addressed members stating that the village hall was an old building and had not been refurbished since it had been built which prohibited certain members of the public from utilising it. Although there were ramps to enter the building the toilet and kitchen facilities were not suitable for the disabled or for people with walking frames/sticks. To enable the building to be accessible for all members of the public these changes were required.

*All visitors thanked the Committee for and left the meeting.*

**126/2018 (FA) Minutes**

**RESOLVED:** to confirm the minutes of the meeting held on Monday, 18<sup>th</sup> February 2019 be confirmed as a true record of the proceedings and signed by the Chair.

**127/2018 (FA) Financial Reports**

a) **Income and Expenditure of the Town Council Year to Date**

The RFO explained that there was problems with the bank account and they had not received any statements for February 2019, however, the accounts did include month 11 - February. She said that the Committee were currently under spent in all grant categories. Due to the way the Ward Improvement Fund had been recorded earlier in the financial year it was not possible to give exact figures but from the current calculations there was some monies remaining.

Discussions took place regarding the fact that monies had been allocated to the incorrect accounts, however, the Locum Town Clerk confirmed that there was currently approximately £54,000 remaining in the oak, acorn and sponsorship grants.

Members noted the income and expenditure of the Town Council year to date.

b) **Bank Reconciliations**

The RFO informed members that there were a number of unrepresented cheques which she would check before voiding.

Members noted the bank reconciliations.

c) **Ear-Marked Reserves and Virements**

The RFO said that the figures were indicative but she and the Locum Town Clerk would be reviewing.

Members noted the ear-marked reserves and virements.

**128/2018 (FA) Internal Audit Report - November 2018**

The Locum Town Clerk said that the report had improved year on year and there were only 4 actions which had already been rectified. She informed members that the previous Town Clerk had been requesting a copy of the report under Freedom of Information but because it had not been ratified by the Committee she had not been able to forward it on.

**129/2018 (FA) Ward Improvement Fund**

- i) **Green Crescent Charity UK** - awarded then deferred plus additional letter from the charity - £1,000, Councillor S Ahmed.

**RESOLVED** that £1,000 be granted to Green Crescent Charity UK. *2 abstentions.*

- ii) **Green Crescent Charity UK** - awarded then deferred plus additional letter from the charity - £1,000, Councillor A Ahmed.

**RESOLVED** that £1,000 be granted to Green Crescent Charity UK. *2 abstentions.*

- iii) **Green Crescent Charity UK** - awarded then deferred plus additional letter from the charity - £1,000, Councillor A Ahmed.

**RESOLVED** that £1,000 be granted to Green Crescent Charity UK. *2 abstentions.*

- iv) **Long Lee & Thwaites Brow Art & Craft Group** - relaxing art and crafts space - £250, Councillor K Akhtar.

**RESOLVED** that £250 be granted as a contribution towards relaxing art and crafts space for Long Lee & Thwaites Brow Art & Craft Group. *1 abstention.*

- v) **Long Lee Primary** - home corner role play - £300, Councillor K Akhtar.

**RESOLVED** that £300 be granted to Long Lee Primary for home corner role play. *1 abstention.*

- vi) **STC Safeguarding through Communities** - identifying safeguarding mechanisms - £2,000, Councillor Nazam.

**RESOLVED** that the request for £2,000 be granted to STC Safeguarding through Communities for identify safeguarding mechanisms. *1 abstention.*

- vii) **Oakworth Baby and Toddlers Group** - continued running of the project - £200, Councillor Corkindale.

**RESOLVED** that £200 be granted to the Oakworth Baby and Toddlers Group for the continued running of the project. *1 abstention.*

viii) **Keighley Healthy Living** - room hire and equipment - £200, Councillor Corkindale.

**RESOLVED** that £200 be granted to Keighley Healthy Living for room hire and equipment. *1 abstention.*

ix) **Sangat Centre** - new gas cooker - £1,000, Councillor A. Zaman.

**RESOLVED** that £1,000 be granted to the Sangat Centre for a new gas cooker. *1 abstention.*

x) **Keighley Asian Women's and Children's Centre** - intergenerational cooking project - £1,000, Councillor A. Zaman.

**RESOLVED** that £1,000 be granted to the Keighley Asian Women's and Children's Centre for the intergenerational cooking project. *1 abstention.*

xi) **Sangat Centre** - garden upgrading works - £1,000, Councillor J Akhtar.

**RESOLVED** that £1,000 be granted to the Sangat Centre for garden upgrading works. *1 abstention.*

xii) **Bradford Council** - repair to retaining fence within Park Wood - Councillor K Akhtar.

**RESOLVED** that the application for repairs to retaining fence within Park Wood be rejected as Councillor K Akhtar had no monies remaining in her Ward Improvement Fund. *1 abstention.*

xiii) **Steve Thorpe & Son Gardening Ltd** - growing vegetables project - £300, Councillor Morris.

**RESOLVED** that £300 be granted to Steve Thorpe & Son Gardening Ltd for the growing vegetables project. *1 abstention.*

xiv) **Parkwood Primary School** - weekly drawing club - £499.87, Councillor K Akhtar.

**RESOLVED** that the application for £499.87 for Parkwood Primary School for a weekly drawing club be rejected as Councillor K Akhtar had no monies remaining in her Ward Improvement Fund. *1 abstention.*

xv) **Keighley Community Organisation** - help with running costs - £400, Councillor J Akhtar.

**RESOLVED** that £400 be granted to help with running costs for Keighley Community Organisation. *1 abstention.*

xvi) **Hainworth Wood Road Community Centre** - day-to-day running costs - £600, Councillor Khan.

**RESOLVED** that £600 be granted for the day-to-day running costs of the Hainworth Wood Road Community Centre. *1 abstention.*

xvii) **Gold Star Badminton Club** - badminton tournament - £500, Councillor G Hussain.

**RESOLVED** that £500 be granted towards a badminton tournament for the Gold Star Badminton Club. *1 abstention.*

- xviii) **Keighley Urban Meadows** - Fell Lane Community Green Space Project - people led action day - £2,500, Councillors Adams and Shaw.

**RESOLVED** that the amount granted be reduced to be within the limit of Councillors Adams and Shaw Ward Improvement Funds. *1 abstention.*

- xix) **Keighley Urban Meadows** - Damems Wildlife Project - project launch and day of action £2,600, Councillors Fletcher, Hird and Thorne.

**RESOLVED** that £2,600 be granted to Keighley Urban Meadows Damems Wildlife Project for the project launch and day of action. *1 abstention.*

### **130/2018 (FA) Grants**

a) **Acorn Fund**

None received.

b) **Oak Fund**

- i) **The Parish of Keighley** - letter - United Keighley CSE Conference and Awareness week - £1,000.

**RESOLVED** that £1,000 be granted from to the Parish of Keighley for the United Keighley CSE Conference and Awareness week. *1 abstention.*

- ii) **STEM Practitioner** (re-submission) - artefacts for Tour de Yorkshire 2019 route - £750.

**RESOLVED** that £750 be granted to STEM Practitioner artefacts for Tour de Yorkshire 2019 route. *1 abstention.*

- iii) **Hart Yorkshire CIC** - creative wellbeing workshops - £715.

**RESOLVED** that £715 to Hart Yorkshire CIC for creative wellbeing workshops. *1 abstention.*

c) **Grants over £1,000**

- i) **Creative Arts** - Keighley Film Festival 2019 - £10,000 - further information.  
The Locum Town Clerk informed members that the police had made enquiries regarding the concerns raised by members and found that there was no evidence of any offences being committed nor any criminal activity.

**RESOLVED** that £10,000 be granted to Creative Arts for Keighley Film Festival 2019. *1 abstention.*

- ii) **Keighley Association for Women and Children's Centre** - repairs and safety improvements to the building - £10,000.

**RESOLVED** that £10,000 be granted to the Keighley Associate for Women and Children's Centre for repairs and safety improvements to the building. *1 abstention.*

- iii) **Keighley in Bloom** - promotion of all things in bloom - £2,600 per year.

**RESOLVED** that £2,600 be granted to Keighley in Bloom for the promotion of all things in bloom. *1 abstention.*

- iv) **Long Lee and Thwaites Action Group** - disabled toilet and modernised kitchen - £6,000.

**RESOLVED** that £6,000 be granted to Long Lee and Thwaites Action Group for disabled toilets and modernised kitchen. *1 abstention.*

- v) **Aire, Wharfe and Craven Counselling** - additional information (re-submission) - £10,000.

**RESOLVED** that £10,000 be granted to Aire, Wharfe and Craven Counselling. *1 abstention.*

d) **Other Grant Applications/Communications**

- i) **KFA** - request to defer of payment of last instalment of three year grant.

**RESOLVED** that the payment of the last instalment of the three year grant be deferred.

- ii) **Holmwood** - further information regarding a previous ward improvement grant request.

**RESOLVED** that, subject to monies in the ward improvement funds, the grant to Holmwood be ratified.

**131/2018 (FA) Responsible Financial Officer**

The RFO had no further information for members.

**132/2018 (FA) Cheques for Payment**

**RESOLVED** that the payments from 19<sup>th</sup> February 2019 to 18<sup>th</sup> March 2019 be agreed.

**133/2018 (FA) Date of Next Meeting**

Members noted that there were no further dates for the Finance & Audit Committee meetings in this Mayoral year.

Signed .....  
Chair

Date .....