

## KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Finance & Audit (FA) Committee held in the Main Room, Keighley Civic Centre on Thursday, 29<sup>th</sup> August 2019

**Present:** Councillor Thorne, Chair  
Councillor Abberton  
Councillor Curtis  
Councillor Graham  
Councillor Maunsell  
Councillor P Shaw  
Councillor Zubair

**Also Present:** Naomi Goddard, RFO  
Nichola Powell, Minute Taker  
Councillor Adams  
Councillor Ahmed  
Councillor Corkindale (from 6.30pm)  
Councillor Fletcher  
Councillor M Walker (until 7.00pm)  
1 member of the public

### **25/2019 (FA) 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.

### **26/2019 (FA) Apologies for Absence**

Apologies had been received from:

- Councillor Clarkson, personal reasons
- Councillor Wrench, personal reasons

### **27/2019 (FA) 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 Members or Officers.

### **28/2019 (FA) Public Question Time and Participation**

Mark Hunter addressed the Committee. He was a Colonel in the Yorkshire Regiment but is now running an enterprise team building mostly with disadvantaged children in the Keighley district. The object of the team building was to grow personal skills, to raise self confidence, to up skill and inspire young people. His enterprise trialled the project in the summer with 400 children and he was looking to expand the project to train approximately 900 children. He was planning to set up a Not for Profit company in the near future.

Unfortunately as this was a private sector enterprise Keighley Town Council were unable to offer any help but if a Not for Profit company was set up the Committee would be able to relook at the project. The Chair also suggested that he speak to the Community Development Officer to see if she could offer any help.

## **29/2019 (FA) Minutes**

**RESOLVED:** to confirm the minutes of the meeting held on Monday, 15<sup>th</sup> July 2019 be confirmed as a true record of the proceedings and signed by the Chair with the following amendments:

Page 1 - Councillor Adams to be moved from the Present to Also Present.

Page 3 - Item ..... c(i) £5,000 be granted .....

## **30/2019 (FA) Financial Reports**

Members discussed the issue of applications being received for larger grants as opposed to the smaller grants. Discussions took place regarding moving monies from the Oak and Acorn Funds into the Grants and Sponsorship fund.

## **31/2019 (FA) Ward Improvement Fund**

Members discussed the requirement to have a tick list which would state what documents had been received and if not all were received the applications would be returned to the applicant. However, it was also the Councillors responsibility to ensure all necessary paperwork was included when they signed the application.

**Action:** *The RFO, Chair and Vice Chair to meet to discuss a process which would ensure that all required paperwork was received.*

### **a) Sue Belcher Community Centre**

HSBC staff had agreed to undertake the work and they had obtained the paint at a reduced cost. The fence would also be painted with community pay back.

**RESOLVED** that Councillors Fletcher, Herd and Thorne each give £333.33 from their Ward Improvement Funds to the painting of an extra pantry and the fence.

### **b) Waste Bin, Laycock Layby**

The bin was being purchased from Bradford MDC, however, there would be an ongoing cost of emptying it.

**RESOLVED** that this item be deferred to allow time to ascertain which Committee would pay for the ongoing cost of emptying it.

### **c) Chat Craft and Art Group**

Councillor Graham informed members that grants had already been obtained which had helped to reduce the cost to attendees.

**RESOLVED** that Councillors Graham and Wrench each give £550 to help fund a twice weekly session providing a friendly, safe and relaxed environment for people to socialise and learn new skills.

### **d) Long Lee and Thwaites Brow Village Action Group**

**RESOLVED** that Councillors Graham and Wrench each give £550 towards the installation of 7 bulkhead lights to light up the track leading to the Village Hall.

### **e) Oakworth Village Society**

Members noted the thank you letter which had been received.

f) **Ward Improvement Grant Form Improvements**

Councillor Maunsell said that parameters are already set as to how much can be spent in a ward but some wards find it a challenge to spend monies as they don't have many, if any, facilities.

**RESOLVED** that the Finance & Audit Committee agrees that Councillors should always aim to spend their £2,000 Ward Improvement Fund in their own ward for the benefit of the residents who they serve.

However, the Committee also agreed that, in circumstances where Councillors cannot spend their Ward Improvement Fund in their ward, the Councillor in question can request that their £2,000 is spent, in whole or in part, by:

1. Allocating the money to groups/organisations in neighbouring wards as long as there are benefits to residents that the Councillor serves and upon consultation with the Councillor(s) of the neighbouring ward.
2. Allocating the money to Parish-wide groups/organisation with implications for the whole Parish such as Dementia Friendly Keighley and The Men of Worth.
3. Allocating the money to either the Councillor(s) from a neighbouring ward or by allocating the money to all other Councillors in the Parish.

The Committee agrees that any request to spend in the way described above must follow current policies of allocating Ward Improvement money through the filling out of the relevant form which, upon completion, will need the approval of the Finance and Audit Committee.

**32/2019 (FA) Grants**

a) **Acorn Fund**

**JC Dance** - cost towards setting up a new dance club - £221.

**RESOLVED** that this application be rejected as it was a private company and had not been signed by the Ward Councillor.

b) **Oak Funds**

i) **Keighley Parish**

To set up a community choir.

**RESOLVED** that £970 be granted to set up a community choir.

ii) **Bahamas Locomotive Society**

Celebration of female historic figures.

**RESOLVED** that £600 be granted for the celebration of female historic figures subject to the ward being changed to Woodhouse and Hainsworth and the Ward Councillor signing.

iii) **Hart Yorkshire**

**RESOLVED** that they refund the outstanding funds and submit a further application for additional funds.

iv) **Musicians Centre**

**RESOLVED** that a further application for additional funds be submitted.

c) **Grants over £1,000**

i) **Bradford Community Play Partnership (BCPP)**

This would be based at the Sue Belcher Community Centre and would be for the benefit of all.

**RESOLVED** that the application for £30,000 over a 3 year period be rejected as members agreed it would be more beneficial to give funding to local community groups.

ii) **Challenger Team Building**

**RESOLVED** that the request for £10,000 to support team building and development activities be rejected due to it being a private sector enterprise.

**33/2019 (FA) Cheques for Payment**

**RESOLVED** that:

- i) the schedule of payments was received and signed to the value of £16,030.03.
- ii) the cheque for Sue Ryder be resubmitted for £5,000 as per the application.

**34/2019 (FA) Future Agenda Items**

- Moving funds from the Oak and Acorn Fund to Grants and Sponsorship

**35/2019 (FA) Date of Next Meeting**

**RESOLVED** to note that the date of the next meeting of this committee will be Monday, 16<sup>th</sup> September 2019 at 6.00pm in the Victoria Room, Keighley Civic Centre.

There being no further issues raised the Chair closed the meeting at 19.25 and thanked all for attending.

**Signed** ..... **Date** .....

**Chair**