

KEIGHLEY TOWN COUNCIL

Cllr Peter Corkindale
Town Clerk
2nd January 2020

Keighley Civic Centre, North Street
Keighley, BD21 3RZ
Tel: 01535 872126
E-mail: townclerk@keighley.gov.uk

YOU ARE HEREBY SUMMONED TO ATTEND a Meeting of the Allotments & Landscapes Committee to be held in the **Victoria Meeting Room**, Keighley Civic Centre on **Thursday 9th January 2020 at 7pm.**

Town Clerk

COMMITTEE MEMBERSHIP

Mayor or Deputy Mayor (Ex-Officio)

Cllr J. Kirby - Chair

Cllr E. Bernardini – Vice-Chairman

Cllr M. Dowse

Cllr C. Graham

Cllr L. Maunsell

Cllr A. Walker

Cllr L. Wrench

Cllr N Ali

***Committee Terms of Reference are contained within the Scheme of Delegation.**

ADJOURNMENT FOR PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representations on the business of the agenda for the meeting:

- Members of the public wishing to speak are to have given three working days' notice to the Town Clerk; this may be waived at the Clerk's discretion.
- Any member of the public shall not speak for more than five minutes.
- In the event of more than three members of the public wishing to address the Council, a priority will be determined by the Town Clerk, based on subject matter.
- A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chairman may direct that a written response will be provided subsequent to the meeting.

RECORDING OF MEETINGS

Under the Openness of Local Government Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

AGENDA

Please note the extra-ordinary meeting is being held to agree a budget. It is imperative that you attend to meet the quart of the meeting as a decision needs to be entered into the minutes and given to the office for Friday 17th January 2020.

1. Fire safety Announcement

2. Apologies for absence

Members are asked to receive and approve apologies for absence for this meeting.

3. Declarations of Interest

To receive 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.

Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring Officer.

- i) Declarations of Interest from Members
- ii) Declarations of Interest from Officers

4. Public Question Time and Participation

Members of the public are advised that they are welcome to ask questions about items on the Agenda. It is not always possible to give a verbal response at the meeting and questions may receive a written reply. No resolution can be made under this item.

Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

5. Budget

Members are asked to agree on a budget for 2020

6. Date of next meeting

The next Allotments and Landscape Committee meeting is Monday 24th February 2019 at 6pm in the Victoria Meeting Room.