

KEIGHLEY TOWN COUNCIL

Mrs Anne Wilson
Locum Town Clerk to the Town Council
8th May 2019

Keighley Civic Centre, North Street
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YOU ARE HEREBY SUMMONED TO ATTEND THE ANNUAL MEETING of the Town Council which will be held in the Council Chamber, Town Hall, Keighley on **Thursday 16th May 2019 at 6.30 p.m.**



Anne Wilson (Mrs) Locum Town Clerk

COUNCIL MEMBERS

Cllr J Adams	Cllr P Corkindale	Cllr L Maunsell
Cllr C Abberton	Cllr S Cooper	Cllr M Nazam
Cllr A Ahmed	Cllr M Curtis	Cllr P Shaw
Cllr A. Mahmood	Cllr M Dowse	Cllr M Shaw
Cllr J Akhtar	Cllr S Fletcher	Cllr A Shohid
Cllr N Ali	Cllr C Graham	Cllr B Thorne
Cllr Annayat	Cllr C Herd	Cllr A Walker
Cllr E Bernardini	Cllr J Kirkby	Cllr M Walker
Cllr C Chapman	Cllr S Mahmood	Cllr M Westerman
	Cllr J. Clarkson	Cllr L Wrench
		Cllr S Zubair

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 representation 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 then 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.

Under the Openness of Local Govt. 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

1 Fire safety announcement

2 Election of Town Mayor

2.1 Members are asked to elect a Town Mayor of the Town Council for 2018-19 municipal year.

2.2 Members are asked to receive the Town Mayor's Declaration of Acceptance of Office, to be signed in the presence of the Proper Officer

2.3 The outgoing Town Mayor, Fulzar Ahmed will give a short speech about his year office

3 Apologies for absence

Members are asked to receive apologies of absence for this meeting.

4. Election of Deputy Town Mayor

4.1 Members are asked to elect a Deputy Town Mayor of the Town Council for 2018-19 municipal year.

4.2 Members are asked to receive the Deputy Town Mayor's Declaration of Acceptance of Office to be signed in the presence of the Proper Officer

5 Declarations of Interest.

Members are asked 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

6 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.

7 Minutes

Members are asked to approve the minutes of the meeting of the Town Council held on 21st March 2019.

Copy attached

8 Review of delegation arrangements to committees, sub-committees, staff and other local authorities

Members are asked to note the Scheme of Delegation that contains the delegation arrangements to Staff, Committees and Sub-committees of the Town Council in accordance with the LGA, 1972, s101. The SOD also contains the committee Terms of Reference.

An update and review of these will be presented for consideration at the first meeting of the Policies and Governance Committee.

9 Appointment of Committees and Advisory Panel

9.1 Members are asked to confirm the appointment of members to committees in accordance with SO Appendix (A). A Ballot will be undertaken where there are more than the prescribed number of members for committees.

- Allotments and Landscapes Committee (8 members)
- Civic Centre and Strategy Committee (8 members)
- Community Development Committee (8 members)
- Complaints Committee (5 members)
- Events and Leisure Committee (8 members)
- Finance and Audit Committee (8 members)
- Human Resources Committee (4 members + Mayor and Deputy Mayor)
- Planning Committee (8 members)
- Policies and Governance Committee (8 members)
- Watch and Transport Committee (8 members)

9.2 Members are asked to confirm the appointment of the FOI Advisory Panel consisting of 3 Members

9.3 Members asked to elect a Chairman for the Complaints committee in accordance with the Committee Terms of Reference

10 Adoption of Standing Orders and Financial Regulations

Members are asked to note the Standing Orders and Financial Regulations.

An update and review of these two documents will be presented for consideration at the first meeting of the Policies and Governance Committee.

11 General Power of Competence

Members are asked to meet the requirements of the General Power of Competence at the Annual Meeting after an election and:

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|---|----------------------|
| i) Re-adopt the General Power of Competence | Information attached |
| ii) Adopt the draft Community Engagement Strategy | Copy attached |

12 Review of representation or work with external bodies and arrangements for reporting

Members are asked to consider the appointment of members to act as representatives on external bodies for the ensuing year. Members appointed onto outside bodies are required to report to Full Council. Members acting as representatives must not make any decisions on behalf of the Council.

- YLCA South Pennine Branch (2 members)
- Bronte Country Partnership (1 member)
- Oakworth Village Society (1 member)
- Bradford District Local Councils' Liaison group (1 member)
- Worth Valley Joint Transport Committee (1 member)

13 Meeting Schedule 2019/20

Members are asked to agree the proposed schedule of meeting dates and times for 2019/20

14 Date of next meeting

Members are asked to note:

- The Civic Mayor Making Ceremony will take place on Thursday 30th May 2019 at 6.30 p.m. in the Town Hall
- The next Town Council meeting will be held on Thursday 27th June 2019 at 6.30pm in the Town Hall