



## KEIGHLEY TOWN COUNCIL

Mr. Joe Cooney  
Town Clerk to the Town Council  
25<sup>th</sup> May 2020

Email: [townclerk@keighley.gov.uk](mailto:townclerk@keighley.gov.uk)

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **Watch & Transport Committee** which will be virtually via the following link <https://us02web.zoom.us/j/82019698480> on **Monday 1st June 2020**. You can also access via phone using the following number and meeting ID number **Meeting ID: 82019698480, Tel No: +441314601196**,

Mr. Joe Cooney  
Town Clerk

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### COMMITTEE MEMBERSHIP

Mayor & Deputy Mayor (Ex-Officio)  
Councillor A. Ahmed  
Councillor C. Abberton  
Councillor J. Akhtar

Councillor E. Bernardini  
Councillor M. Shaw  
Councillor M. Walker  
Councillor S. Zubair

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

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### 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 Chairman'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 Chairman, 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 after the meeting.

Recording at Council Meetings Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Town Council's Recording of Meetings Policy. Anyone wishing to record must contact the Town Clerk prior to the start of the meeting. Any recording must be conducted openly and not in secret.

## AGENDA

### 1. Election of Chair for Municipal Year– For Decision

To elect a Chairman for the Municipal year 2020/21

### 2. Election of Vice Chair – For Decision

To elect a Vice Chairman for the Municipal year 2020/21

### 3. Apologies for absence

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

### 4. 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

### 5. 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.

### 6. Minutes – For Decision

Members are asked to approve the minutes of the extra-ordinary meeting of the Watch & Transport Committee held on Wednesday 24<sup>th</sup> February 2020

*Copy attached*

### 7. Progress Report – For Noting

To receive the progress report following the last meeting held Wednesday 24th February 2020.

*Copy attached*

### 8. Police/Crime Report – For Noting

To receive an update on Policing issues across Keighley.

**9. Budget Update – For Decision**

To receive an update on the Committee budget for Financial year 2020/21.

*To follow*

**10. CCTV Update – For Decision**

To consider the attached report regarding CCTV in Long Lee.

*Copy attached*

**11. Litter Hotspots – For Decision**

To identify any litter hotspots across Keighley.

**12. Future Items – For Decision**

Councillors are asked to suggest any agenda items for future meetings.

**13. Date of next meeting**

The date of the next meeting of this committee will be held on Monday 3<sup>rd</sup> August 2020 at 6.00pm.

## KEIGHLEY TOWN COUNCIL

Minutes of a meeting of the Watch & Transport Committee held in the Victoria Meeting Room, Keighley Civic Centre on Tuesday, 24<sup>th</sup> February 2020

**Present:** Councillor Ahmed, Chair  
Councillor Abberton  
Councillor Anayat, ex-Officio  
Councillor Bernardini  
Councillor M Walker

**Also Present:** Christine Eastbury, Deputy Town Clerk  
Nichola Powell, Minute Taker  
Liz Horne, Bradford MDC  
Inspector Khan  
Sergeant A Beecroft

### **078/2019 (WT) 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.

### **079/2019 (WT) Apologies for Absence**

Apologies had been received from:

- Councillor Abberton

### **080/2019 (WT) 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 either Members or Officers.

### **081/2019 (WT) Public Question Time and Participation**

Councillor Graham addressed the meeting regarding the CCTV for Long Lee and Parkwood which had been agreed at the Watch & Transport Committee in 2018/19 but had not been installed to date. She said an assessment had been undertaken by Bradford MDC but there had been no further information received. She requested that the Committee resurrect this issue and chase Bradford MDC for their report from the assessment.

Councillor Graham requested the Committee's assistance regarding the recent transport changes to the K5 bus to/from Long Lee and Parkwood which had been changed to every 2 hours from the 1<sup>st</sup> February 2020. She wanted to contact those concerned to review the change in timetable as the bus was very popular with local residents and was often full at peak times.

**Action:** *The Deputy Town Clerk to ascertain who would be the most appropriate to raise this issue and inform Councillor Graham.*

### **082/2019 (WT) Minutes**

**RESOLVED** to confirm the minutes of the extra-ordinary meeting held on Thursday, 16<sup>th</sup> January 2020 be confirmed as a true record of the proceedings and signed by the Chair.

### **083/2019 (WT) Police Report**

Inspector Khan addressed members stating that there were a number of challenging issues in the area but had officers who worked closely with the community which had helped to reduce the number of burglaries over the past 12 months. Unfortunately violent offences had increased over the period but this was due to the fact that all disagreements now had to be recorded which also included all social media offences.

The Deputy Mayor thanked both Inspector Khan and Sergeant Beecroft to attending the meeting but confirmed that it was important that the Police and Keighley Town Council worked together.

### **084/2019 (WT) Operation Steerside/Traffic Calming Measures**

Sergeant Beecroft said that the Watch & Transport Committee in 2018/19 had provided funding of £10,000 which had helped to provide a dedicated traffic officer for 2 days per week to target anti social driving. During the period August 2018 to May 2019 959 drivers had been stopped for a variety of offences. The scheme had finished in May 2019 following which a traffic officer had attended the area for 2 days per month.

Sergeant Beecroft said they were looking to reinstate Operation Steerside and asked the Committee if they could provide further funding. He said £5,000 would provide a dedicated officer for 3 months and £10,000 would provide an officer for 5 months. He said he had also for match funding from POCA (Proceeds of Crime).

Members agreed that there were available monies in the 2019/20 budget but no allowance had been for funding had been put in the 2020/21 budget.

**RESOLVED** that £8,000 be given to the Police to fund Operation Steerside.

### **085/2019 (WT) Grit Bins and Gritting**

**RESOLVED** that the Chair contact the contractor regarding relocating existing bins.

**RESOLVED** that a further 6 bins be purchased at a cost of £72.63 plus VAT per bin.

### **086/2019 (WT) Amended Grit Bin Policy and Procedure**

The Deputy Town Clerk informed members that the Town Clerk had reviewed and amended the current policy.

**RECOMMENDED** that the Grit Bin Policy and Procedure be referred to the Full Town Council for adoption.

### **087/2019 (WT) CCTV Cameras**

No feedback from Bradford MDC had been received following the assessment so members agreed that input from the Chair was now required. Although this was not her area Liz Horn agreed to chase the relevant department for a response.

Discussions took place regarding the location of the CCTV and members agreed that this issue was now urgent as an invoice for the cameras and work would need to be provided before the end of the financial year on 31<sup>st</sup> March 2020.

**Action:** *The Deputy Town Clerk review previous minutes to ascertain the location of the cameras.*

### **088/2019 (WT) Phone Boxes**

**RESOLVED** that an electrician be requested to review the phone boxes to check there was no live electricity in the boxes following which it would be referred to Full Town Council for their decision.

**089/2019 (WT) Financial Statement**

The current balance was £14,056 which, following agreement earlier of £8,000 for Operation Steerside, was reduced to £6,056.

**090/2019 (WT) Litter**

Members mentioned problems with litter/fly tipping at Redcar Tarn, Back Lane in Laycock and Lawkholme Lane. Liz Horne said Bradford MDC regularly reviewed all areas but without any information regarding the people who dumped the rubbish it was difficult to pursue. However, all rubbish was searched once cleared and if there are any contact details prosecutions do take place.

**091/2019 (WT) Future Items**

- Grit Bins
- Update on CCTV

**092/2019 (WT) Date of Next Committee Meeting**

**RESOLVED:** to note that the date of the next scheduled meeting of this Committee will be Monday, 20<sup>th</sup> April 2020 at 6.00pm in the Victoria Room, Keighley Civic Centre.

There being no further issues raised the Chair closed the meeting at 20.35 and thanked all for attending.

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



**REPORT FROM:** TOWN CLERK

**TO:** WATCH & TRANSPORT COMMITTEE

**DATE:** 1<sup>st</sup> JUNE 2020

**Report Author:** Joe Cooney

**Tel No:** 01535 872126

**Email:** [joe.cooney@keighley.gov.uk](mailto:joe.cooney@keighley.gov.uk)

**PROGRESS REPORT ON DECISIONS TAKEN AT THE  
WATCH & TRANSPORT COMMITTEE MEETING DATED  
26<sup>TH</sup> FEBURARY 2020**

Item No	Committee Decision	Update
1.	<p>West Yorkshire Police requested funding support for Operation Steerside across Keighley.</p> <p><b>RESOLVED</b> £8,000 funding to approved for Operation Steerside</p>	<p>Invoice received and paid. Police update on Operation Steerside features elsewhere on the agenda.</p>
2.	<p>Phone Boxes</p> <p><b>RESOLVED</b> that an electrician be requested to review the phone boxes to check there was no live electricity in the boxes following which it would be referred to Full Town Council for their decision.</p>	<p>Work has been delayed due to the Covid-19 outbreak. An update will be provided at a future meeting.</p>
3.	<p>Grit Bins</p> <p><b>RESOLVED</b> that a further 6 bins be purchased at a cost of £72.63 plus VAT per bin.</p>	<p>6 Grit Bins have been purchased at a cost £562.94 and are currently in storage in the Civic Centre.</p>

# KEIGHLEY TOWN COUNCIL **Item 10**

## REPORT TO WATCH & TRANSPORT COMMITTEE



<b>REPORT AUTHOR</b>	Joe Cooney Town Clerk
<b>EMAIL</b>	<a href="mailto:Joe.cooney@keighley.gov.uk">Joe.cooney@keighley.gov.uk</a>
<b>Date</b>	Monday 1 <sup>st</sup> June 2020

<b>SUBJECT</b>	<b>CCTV Update</b>
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### **PURPOSE:**

1. To provide members with an update on CCTV within Keighley.
2. To present the update received from Bradford MDC regarding the installation of CCTV in the Long Lee area of Keighley.

### **RECOMMENDATION(s):**

3. The Town Clerk liaises with Bradford MDC to obtain indicative costs for a scheme to install CCTV on the junction of Long Lee Lane and Thwaites Brow Road.
4. The Town Clerk provides a report on an indicative scheme to a future committee.
5. The Town Clerk provides a report to the August Committee on CCTV provision across the whole of Keighley.

### **REASONS FOR RECOMMENDATION:**

6. To ensure the Committee has accurate information to aid decision making.

### **SUMMARY OF KEY POINTS:**

7. At the committee held on 24<sup>th</sup> February 2020, Councillors requested an update from Officers relating to a longstanding issue of CCTV provision at the junction of Long Lee Lane and Thwaites Brow.
8. Following the meeting the Deputy Town Clerk contacted Bradford MDC to seek advice on the provision of CCTV in Long Lee.

9. Phil Holmes, Bradford MDC CCTV Manager provided the following update.
10. Two have been carried out. Under normal circumstances images would transmit back to the network using microwave technology. In this case it is not possible to get a signal out to one of the network points as this location is on a plateau and the signal needs to be line-of-sight.
11. At times it can be possible can relay the signals from one microwave position to another, but the number of times is limited, and it adds latency to the image therefore making the camera uncontrollable.
12. Despite the information above from Bradford it could be possible to install CCTV at the location, but it would require additional infrastructure and added cost.
13. For example, a school or business nearby could be asked to host the service.
14. It could be possible to use 4G network, but this could have high installation and ongoing revenue costs.
15. More generally, officers are aware Councillors have been attempting to provide additional CCTV provision across Keighley for a considerable amount of time.
16. The recommendations outlined in paragraphs 3 – 5 is an attempt to progress the issue and provide Councillors will all the relevant options to enable informed decisions to be taken.

#### **FINANCIAL IMPLICATIONS AND BUDGET PROVISION:**

17. The Committee may want to consider allocating part of its 2020/21 budget to cover any CCTV projects the Committee wishes to undertake.

#### **POLICY IMPLICATIONS:**

18. At this stage there are no policy implications. Should the Council invest in any CCTV projects, policies such as GDPR Policy may need to be reviewed.

#### **DETAILS OF CONSULTATION:**

19. N/A

#### **BACKGROUND PAPERS:**

20. Watch & Transport Minutes 24<sup>th</sup> February 2020

**FURTHER INFORMATION PLEASE CONTACT:** Joe Cooney, Town Clerk, 01535 872126 [joe.cooney@keighley.gov.uk](mailto:joe.cooney@keighley.gov.uk)

## Detailed Income &amp; Expenditure by Budget Heading 30/04/2020

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b><u>Watch &amp; Transport</u></b>							
701 <u>Watch &amp; Transport</u>							
5300 Watch & Transport	0	(8,000)	30,000	38,000		38,000	(26.7%)
5307 Grit bins	0	0	0	0	7,724	(7,724)	0.0%
Watch & Transport :- Indirect Expenditure	<u>0</u>	<u>(8,000)</u>	<u>30,000</u>	<u>38,000</u>	<u>7,724</u>	<u>30,276</u>	<u>(0.9%)</u>
<b>Net Expenditure</b>	<u>0</u>	<u>8,000</u>	<u>(30,000)</u>	<u>(38,000)</u>			
Watch & Transport :- Income	0	0	0	0			0.0%
Expenditure	0	(8,000)	30,000	38,000	7,724	30,276	(0.9%)
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>8,000</u>					
Grand Totals:- Income	0	0	0	0			0.0%
Expenditure	0	(8,000)	30,000	38,000	7,724	30,276	(0.9%)
<b>Net Income over Expenditure</b>	<u>0</u>	<u>8,000</u>	<u>(30,000)</u>	<u>(38,000)</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>8,000</u>					