

KEIGHLEY TOWN COUNCIL



Mr. Joe Cooney
Town Clerk
30th January 2020

Email: townclerk@keighley.gov.uk

YOU ARE HEREBY SUMMONED TO ATTEND a Meeting of the Community Development Committee to be held in the Victoria Room, Civic Centre, Keighley on **Monday 10th February 2020 at 6pm.**

Joe Cooney
Town Clerk

COMMITTEE MEMBERSHIP

Mayor or Deputy Mayor (Ex-Officio)

Cllr C. Chapman – Chair

Cllr J. Adams – Vice-Chair

Cllr E. Bernardini

Cllr J. Clarkson

Cllr S. Cooper

Cllr C. Mahmood

Cllr A. Shohid

*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 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.

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. Fire Safety Announcement

2. Apologies for absence

Members are asked to receive apologies of 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. Minutes – For Approval

To approve the draft minutes of the meetings of the Extra-Ordinary Community Development Committee held Tuesday 7th January 2020.

Copy attached

6. Ward Forums – For Decision

To decided how and when Ward Forums will be implemented and how the outcomes will be used to support the development of Ward Profiles and influence Council decision making.

Report attached

7. Project Workers – For Noting

To note progress on the recruitment and selection process. Verbal update to be given.

8. Community Development Officer's Report – For Decision

Members are invited to note progress made on community development activities since the last meeting and consider any new emerging issues and opportunities.

Report attached

9. New Project Proposals – For Noting

Members are invited to approve proposals for new projects. Verbal update to be given.

10. Terms of Reference – For Decision

Councillors are asked to consider the proposed terms of reference for the Committee and make a recommendation to Full Council.

Report attached

11. To note the date of the next meeting

Members are asked to note that the next meeting of the Community Development Committee will be held on Monday 9th March 2020.