



KEIGHLEY TOWN COUNCIL

Mr. Joe Cooney
Town Clerk to the Town Council
27th July 2020

Email: 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/82897397392> on **Monday 3rd August 2020 at 6.00pm**. You can also access via phone using the following number and meeting ID number **Meeting ID: 82897397392#, Tel No: +44 203 4815240**,

Mr. Joe Cooney
Town Clerk

COMMITTEE MEMBERSHIP

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

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

*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 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. Welcome & Introduction

The Chairman will remind members of the arrangements for virtual meetings.

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 Decision

Members are asked to approve the minutes of the Watch & Transport Committee held on Monday 1st June 2020

Copy attached

6. Progress Report – For Noting

To receive the progress report following the last meeting held Monday 1st June 2020.

Copy attached

7. Police/Crime Report – For Noting

To receive an update on Policing issues across Keighley.

8. Heritage Telephone Boxes – For Decision

To consider the attached report from the Town Clerk regarding the current heritage phone boxes owned by Keighley Town Council.

Copy attached

9. CCTV & ASB Update – For Decision

To consider the attached report from the Town Clerk regarding CCTV provision.

Copy attached

10. Grit Bins Update – For Decision

To consider the attached report from the Town Clerk regarding the preparation of Keighley Town Council owned Grit Bins.

To Follow

Items requested by Members:

11. Road Markings – For Decision – Cllr Zubair

To discuss road markings in residential areas within Keighley.

12. Pedestrianizing of Cavendish Street – For Decision – Cllr Corkindale

To discuss the proposal to create a pedestrian only area on Cavendish Street.

13. Hard Ings new roundabout layout – For Decision – Cllr Walker

To discuss the new layout of the Hard Ings roundabout.

14. Parkwood Street – For Decision – Cllr M Shaw

To discuss speeding vehicles on Parkwood Street, Keighley.

15. Future Items – For Decision

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

16. Date of next meeting

The date of the next meeting of this committee will be held on Monday 5th October 2020 at 6.00pm.

KEIGHLEY TOWN COUNCIL

Minutes of the Watch & Transport (WT) Committee held remotely on Monday, 1st June 2020

Present: Councillor Akhtar
Councillor Abberton
Councillor Bernardini
Councillor A Mohammad
Councillor M Shaw
Councillor Ahmed
Councillor M Walker
Councillor S Zubair
Councillor Corkindale – Ex Officio

Also Present: Joe Cooney, Town Clerk
Inspector Khan – West Yorkshire Police

001/2020 (WT) Election of Chairman

Cllr Akhtar was proposed by Cllr Abberton and Seconded by Cllr M Walker

RESOLVED that Cllr Akhtar be elected Chairman for the Municipal year 2020/21.

002/2020 (WT) Election of Vice Chairman

Cllr Mohammad was proposed by Cllr Akhtar and Seconded by Cllr Bernardini

RESOLVED that Cllr Mohammad be elected Vice Chairman for the Municipal year 2020/21.

003/2020 (WT) Apologies for absence

None.

004/2020 (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.

005/2020 (WT) Public Question Time

None.

006/2020 (WT) Minutes

RESOLVED to confirm the minutes of the meeting held on Wednesday 24th February 2020 be confirmed as a true record of the proceedings and signed by the Chair.

007/2020 (WT) Progress Report

RESOLVED to note the Progress Report.

008/2020 (WT) Police & Crime update

Inspector Khan from West Yorkshire Police provided the latest crime figures for Keighley and an update on Operation Steerside was also given to Councillors.

RESOLVED to thank Inspector Khan for all the work undertaken by the Police during the Covid-19 outbreak.

009/2020 (WT) Budget Update

Councillors considered the budget presented for financial year 2020/21.

RESOLVED to note the current budget position.

010/2020 (WT) CCTV Update

Councillors considered the report presented by the Town Clerk.

RESOLVED 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.

RESOLVED The Town Clerk provides a report on an indicative scheme to a future committee.

RESOLVED The Town Clerk provides a report to the August Committee on CCTV provision and the issues around green spaces and play areas across the whole of Keighley.

011/2020 (WT) Litter Hotspots

Councillors reported the following area of concerns; Holden Road towards Silsden, Keighley Road leading into Holden Road.

RESOLVED to raise the concerns with Bradford MDC.

012/2020 (WT) Items for future agenda

RESOLVED the following items will appear on a future agenda:

- Road Markings in residential areas – Cllr Zubair
- Pedestrianising of Cavendish Street – Cllr Corkindale
- Hard Ings New Roundabout layout – Cllr M Walker
- Parkwood Street speeding vehicles – Cllr M Shaw

013/2020 (WT) Date of Next Meeting

RESOLVED to note the date of the next scheduled meeting of this Committee will be held on Monday, 3rd August 2020 at 6.00pm.

RESOLVED to request the Town Clerk calls a meeting in July and informs members accordingly.

Signed

Chair

Date



REPORT FROM: TOWN CLERK

TO: WATCH & TRANSPORT COMMITTEE

DATE: 3rd JUNE 2020

Report Author: Joe Cooney

Tel No: 01535 872126

Email: joe.cooney@keighley.gov.uk

**PROGRESS REPORT ON DECISIONS TAKEN AT THE
WATCH & TRANSPORT COMMITTEE MEETING DATED
1ST JUNE 2020**

Item No	Committee Decision	Update
1.	<p>CCTCV Update</p> <p>RESOLVED 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.</p> <p>RESOLVED The Town Clerk provides a report on an indicative scheme to a future committee.</p> <p>RESOLVED The Town Clerk provides a report to the August Committee on CCTV provision and the issues around green spaces and play areas across the whole of Keighley.</p>	<p>Item appears elsewhere on the agenda.</p>
2.	<p>Litter Hotspots</p>	<p>Areas reported to Bradford MDC.</p>

	RESOLVED to raise the concerns the following area of concerns; Holden Road towards Silsden, Keighley Road with Bradford MDC.	
3.	<p>Future Agenda Items</p> <p>RESOLVED the following items will appear on a future agenda:</p> <ul style="list-style-type: none"> -Road Markings in residential areas – Cllr Zubair -Pedestrianizing of Cavendish Street – Cllr Corkindale -Hard Ings New Roundabout layout – Cllr M Walker -Street speeding vehicles – Cllr M Shaw 	Items appear elsewhere on the agenda.

KEIGHLEY TOWN COUNCIL **Item 8**

REPORT TO WATCH & TRANSPORT COMMITTEE



REPORT AUTHOR	Joe Cooney Town Clerk
EMAIL	Joe.cooney@keighley.gov.uk
Date	Monday 3 rd August 2020

SUBJECT	Heritage Phone Boxes
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PURPOSE:

1. To update members on Heritage Phone Boxes currently owned by Keighley Town Council.
2. To consider the options regarding the future of the phone boxes.
3. To consider a request from Laycock Village Hall to lease one of the phone boxes.

RECOMMENDATION(s):

4. Instructs the Town Clerk to arrange for electrical safety checks to be undertaken on all phone boxes owned by Keighley Town Council and arrange any necessary work required to be funded from the Watch & Transport budget.
5. Delegated to the Town Clerk the negotiation of a lease arrangement with Laycock Village Hall for the provision of a village library in the Laycock Lane phone box.
6. Requests the Town Clerk undertakes a public consultation on the use of the remaining phone boxes and report the findings to a future meeting of the Watch & Transport Committee.

REASONS FOR RECOMMENDATION:

7. To ensure the phone boxes are safely maintained and are an asset to the community.

SUMMARY OF KEY POINTS:

8. Keighley Town Council currently has ownership of 5 heritage phone boxes:

Location	Date Acquired
Goose Eye	9 th March 2010
Laycock	9 th March 2010
Hainworth	9 th March 2010
Devonshire Street West	20 th May 2019
Lawkholme Lane	20 th May 2019

9. The Council has disposed of one other phone box it acquired in 2012. The box located in East Morton was sold to Morton Village Society to house a community defibrillator.
10. The Town Council owns the boxes, but it does not own the land which the boxes are sited on.
11. During August, the boxes will be assessed by a Town Council Officer to determine their condition.
12. The option of removal and disposal (sale) can be considered by members. However, the cost of removing, ground works and delivery would need to be factored into any sale price.
13. As referenced above phone boxes can provide a useful community asset when used as a library or to house a defibrillator. Other examples from elsewhere include pop-up plant shop or art gallery.
14. It is important to assess if there is any community appetite for such an asset before deciding the future of the boxes.
15. As recommended in paragraph 6 a public consultation on future use would help clarify if any use could be identified.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION:

16. Quotes for the electrical test will be obtained and met from the Watch & Transport Committee budget

POLICY IMPLICATIONS:

17. N/A.

DETAILS OF CONSULTATION:

18. N/A

BACKGROUND PAPERS:

19. N/A.

FURTHER INFORMATION PLEASE CONTACT: Joe Cooney,
joe.cooney@keighley.gov.uk, 01535 872101

KEIGHLEY TOWN COUNCIL **Item 9**

REPORT TO WATCH & TRANSPORT COMMITTEE



REPORT AUTHOR	Joe Cooney Town Clerk
EMAIL	Joe.cooney@keighley.gov.uk
Date	Monday 3 rd August 2020

SUBJECT	CCTV & Anti-Social Behaviour
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PURPOSE:

1. To update members on the CCTV options for reducing Anti-Social Behaviour.
2. To seek members views on the allocating resources to respond to hot spot areas across Keighley.
3. To seek members view on the provision of permanent CCTV cameras funded by the Town Council.

RECOMMENDATION(s):

4. Allocated £12,000 from the Watch & Transport budget line for the creation of a CCTV response funding pot.
5. To consider allocating funds from the funding to pilot schemes in Devonshire Park and Long Lee Lane.
6. Requests the Town Clerk, in consultation with the Committee Chairman develops a criteria to assess where resources should be allocated.
7. Agrees to host a by-monthly meeting with partner organisation to focus on anti-social behaviour across Keighley.
8. The above scheme be reviewed after 6 months.

REASONS FOR RECOMMENDATION:

9. To tackle Anti-Social Behaviour by utilizing CCTV.

SUMMARY OF KEY POINTS:

10. Following the last committee meeting the Chairman asked the Town Clerk to convene a meeting of key partners in Keighley to discuss CCTV provision and anti-social behaviour.
11. The Chairman and Vice Chairman attended the meeting with representatives from Bradford MDC, Incommunities and the Airedale Shopping Centre.
12. The Police sent their apologies for the meeting.
13. Bradford MDC provided an overview of their CCTV provision within Keighley. There are currently no plans to increase the number of cameras provided by Bradford MDC.
14. If Keighley Town Council wanted to fund additional fixed cameras the approximate cost per camera would be between £4,000 - £6,000 per camera depending on its location.
15. Representatives from Incommunities provided an insight into their mobile CCTV provision, which they use in areas of concern around their properties.
16. The cameras can be hired out. The costs are: Operative charges, £37.00 per operative (including traveling time) to include, initial site visit, installation, retrieval of footage and removal. Camera Rental £18 per day.
17. The Town Council would also receive a report including information or incidents that have been passed onto the Police.
18. These types of cameras which can be quickly installed and monitored would allow hotspots of Anti-Social Behaviour to be quickly covered by some CCTV provision.
19. Those attending the meeting agreed a regular dialogue would be beneficial going forwards.
20. The recommendation set out in paragraphs 4 – 7 are based on the discussions had during the meeting of key partners.
21. Whilst the recommended sum of £12,000 might only provide 2 fixed CCTV cameras, utilizing the temporary cameras would provide a significant investment into tackling Anti-Social Behaviour hotspots.

22. The response fund would also provide members with a direct tool to support residents where anti-social behaviour is occurring.
23. Members may also want to consider how the fund could be used to support the work of the Community Development Committee and the establishment of Ward Forums.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION:

24. £12,000 from the Watch & Transport Committee budget line.

POLICY IMPLICATIONS:

25. Criteria and guidelines would need to be developed.

DETAILS OF CONSULTATION:

26. N/A

BACKGROUND PAPERS:

27. N/A.

FURTHER INFORMATION PLEASE CONTACT: Joe Cooney,
joe.cooney@keighley.gov.uk, 01535 872101