



KEIGHLEY TOWN COUNCIL

Minutes of the Policy & Governance (PG) Committee held remotely on Tuesday 1 June 2021

Present: Councillor Akhtar
Councillor Corkindale
Councillor Curtis
Councillor Ahmed
Councillor M Walker
Councillor Westerman
Councillor Adams – Ex Officio

Also Present: Pip Gibson, Assistant Town Clerk

001/2021 (PG) Election of Chairman

Cllr Curtis was proposed by Cllr Westerman and Seconded by Cllr Ahmed.

RESOLVED that Cllr Curtis be elected Chairman for the Municipal year 2021/22

002/2021 (PG) Election of Vice Chairman

Cllr Westerman was proposed by Cllr Adams and Seconded by Cllr Akhtar

RESOLVED that Cllr Westerman be elected Vice Chairman for the Municipal year 2021/22.

003/2021 (PG) Apologies for absence

Cllr Dowse
Cllr Ikram

RESOLVED to accept and record the above apologies.

004/2021 (PG) 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.

005/2021 (PG) Public Question Time

None.

006/2021 (PG) Minutes

RESOLVED to confirm the minutes of the meeting held on Tuesday 6 April 2021 be confirmed as a true record of the proceedings and signed by the Chair.

007/2021 (PG) Key Performance Indicators

Members considered the Key Performance Indicators report.

RESOLVED members note the performance against the KPI's for April 2020 – March 2021.

RESOLVED members request the Allotments & Landscape Committee review the delay in responding to allotment applications.

RESOLVED members approve the key performance indicators for year commencing April 2021 – March 2022.

RESOLVED members request quarterly updates on the progress being made on each KPI.

008/2021 (PG) Town Magazine

Councillors considered a report on the Town Clerk.

RESOLVED members approve the quote of £2,370 from Intermedia for the design, and printing of 25,000 8-page magazine.

RESOLVED members approve the delivery of the town magazine to residential properties within Keighley via the Royal Mail Door 2 Door service for a total cost of up to £2,500.

RESOLVED members delegate the content to be included to the Town Clerk.

009/2021 (PG) Child Protection & Vulnerable Adult Policy – For Decision

RESOLVED members approve the policy.

RESOLVED members recommend the draft policy to Council for adoption.

010/2021 (PG) Town Plan

Members considered the Town Plan Update

RESOLVED members note the report.

RESOLVED Cllr M Walker was elected as the third representative.

011/2021 (PG) Date of Next Meeting

RESOLVED to note the date of the next scheduled meeting of this Committee will be held on Tuesday 6 July 2021 at 6.00pm.

Signed Date
Chair