

KEIGHLEY TOWN COUNCIL

Minutes of the Policy & Governance Committee held remotely on Tuesday, 1st September 2020, 6.00pm

Present: Councillor Westerman - Chairman
Councillor M Walker
Councillor Cooper
Councillor Adams – Ex Officio

Also Present: Joe Cooney, Town Clerk

033/2020 (PG) Welcome & Introduction

The Chairman reminded members of the arrangements for virtual meetings.

034/2020 (PG) Apologies for absence

Cllr Dowse

RESOLVED to accept and record the above apologies

035/2020 (PG) Declarations of Interest

RESOLVED there were no further 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.

036/2020 (PG) Public Question Time

None.

037/2020 (PG) Minutes

RESOLVED to confirm the minutes of the meeting held on Tuesday 4th August 2020 be confirmed as a true record of the proceedings and signed by the Chairman.

038/2020 (PG) Progress Report

RESOLVED to note the Progress Report.

039/2020 (PG) Town Magazine

Councillors considered the draft Town Magazine.

RESOLVED to approve the draft magazine.

RESOLVED to delegate final editing to the Town Clerk.

040/2020 (PG) Gifts and Hospitality Policy

Members considered the Gifts and Hospitality Policy and Report.

RESOLVED to recommend the policy to the Full Council.

041/2020 (PG) Equal Opportunities Policy

Councillors considered the Equal Opportunities Policy and Report.

RESOLVED to recommend the policy to the Full Council.

042/2020 (PG) KPI's

Councillors considered the Key Performance Indicator Report.

RESOLVED Members approve the Key Performance Indicators included in Appendix A.

RESOLVED Members delegate authority to the Town Clerk to add further KPI's as appropriate.

RESOLVED Members note the update on the Quarter One performance.

RESOLVED Members request a quarterly update on the KPI's performance.

043/2020 (PG) Date of Next Meeting

RESOLVED to note the date of the next scheduled meeting of this Committee will be held on Tuesday 6th October 2020 at 6.00pm.

Signed
Chair

Date