



KEIGHLEY TOWN COUNCIL

Minutes of the Full Council meeting of Keighley Town Council held remotely via Zoom, on Thursday 26 November 2020.

Present: Councillors: Corkindale – Town Mayor
Adams – Deputy Mayor
Abberton
Ahmed
Akhtar
Anayat
Bernardini
Cooper
Curtis
Herd
Kirby
Maunsell
A Walker
M Walker
Westerman
Zubair

Also Present: Joe Cooney, Town Clerk
Brian Morris, Contracts and I.T. Officer
Pip Gibson, Assistant Town Clerk/CDO
Cllr Russell Brown, Bradford MDC

064/2020 (TC) Welcome & Introduction

The Town Mayor welcomed everyone to the meeting and reminded members of the arrangements for virtual meetings.

065/2020 (TC) Apologies for Absence

RESOLVED: The following apologies be accepted from:

Cllr Shohid
Cllr Wrench
Cllr Clarkson
Cllr M Shaw
Cllr Dowse
Cllr Graham

066/2020 (TC) 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 Members or Officers.

067/2020 (TC) Public Question Time

None.

068/2020 (TC) Town Mayor

i) Remarks

The Town Mayor reminded members the importance of attending committee meetings as two recent meetings couldn't go ahead due to being inquorate. The Mayor urged members to attend committee meetings to ensure Council business can be transacted. If members are unable to attend they should inform the Town Clerk or the Assistant Town Clerk as soon as possible.

ii) The Mayor informed Council he had attended a small wreath laying ceremony in the Town Hall Square to mark Remembrance Day.

069/2020 (TC) Minutes

RESOVLED to confirm the minutes of the meeting held on Thursday 24 September 2020 be confirmed as a true record of the proceedings and signed by the Chairman.

070/2020 (TC) Reports from District Councillors and Invited Guests

Cllr Brown updated Council on his recent Oakworth ward meeting which he found very helpful and informative and would encourage similar meetings across the rest of Keighley.

Cllr Herd in his role as a district councillor updated members on BMDC plans to introduce a clean air zone in Bradford in 2022.

071/2020 (TC) Committee Minutes

- i) **RESOLVED** to confirm the minutes of the Human Resources Committee held on Tuesday 15 September 2020 be confirmed as a true record.
- ii) **RESOLVED** to confirm the minutes of the Watch & Transport Committee held on Monday 7 September 2020 be confirmed as a true record.
- iii) **RESOLVED** to confirm the minutes of the Policy & Governance Committee held on Tuesday 1 September 2020 and Tuesday 6 October 2020 be confirmed as a true record.
- iv) **RESOLVED** to confirm the minutes of the Community Development Committee held on Wednesday 7 October 2020 be confirmed as a true record.
- v) **RESOLVED** to confirm the minutes of the Planning Committee held on Tuesday 8 September 2020, Tuesday 22 September 2020, Tuesday 13 October 2020 and Tuesday 27 October 2020 be confirmed as a true record.
- vi) **RESOLVED** to confirm the minutes of the Finance & Audit Committee held on Monday 21 September 2020 and Monday 19 October be confirmed as a true record.
- vii) **RESOLVED** to confirm the minutes of the Allotments and Landscapes held on Monday 10 August 2020 be confirmed as a true record.
- viii) **RESOLVED** to confirm the minutes of the Events and Leisure Committee held on Thursday 13 August 2020, Thursday 8 October 2020 and Thursday 22 October 2020 be confirmed as a true record.
- ix) **RESOLVED** to confirm the minutes of the Civic Centre and Strategy Committee held on Wednesday 9 September 2020 be confirmed as a true record.

072/2020 (TC) School Uniform Scheme

Council considered a report from the Town Clerk on the School Uniform Scheme which was now complete for 2020.

RESOLVED members noted the report.

073/2020 (TC) Yorkshire Day

Council considered a report from the Town Clerk regarding the potential for Keighley to host the Yorkshire Day celebrations in 2022.

RESOLVED members agree to host the Yorkshire Day celebrations in 2022.

RESOLVED to delegate authority to the Town Clerk to enter a Memorandum of Understanding with the Yorkshire Society.

RESOLVED to note the Events & Leisure Committee will be responsible for the overseeing the arrangements.

RESOLVED to note any budget requirements would require to be allocated in the 2022/23 budget.

074/2020 (TC) General Power of Competence

Council considered a report from the Town Clerk outlining the criteria for the council to claim the General Power of Competence.

RESOLVED that at least two thirds of the Councillors stood for election and haven't been appointed/co-opted onto the council.

RESOLVED that the Town Clerk holds the relevant qualification, Certificate in Local Council Administration (CiLCA).

RESOLVED that Council reaffirms its claim to the General Power of Competence at the annual meeting in May 2023.

075/2020 (TC) Standards in Public Life – Consultation

Council considered a draft response to the consultation being undertaken by the Committee on Standards in Public life

RESOLVED members approve the consultation response.

076/2020 (TC) Black Lives Matter

Council considered a report from the Project Worker on the implementation of the actions agreed by Council in June 2022.

RESOLVED to note the report.

RESOLVED that Council requests the Community Development Committee oversees the implementation of an action plan to address the aim of the original motion.

RESOLVED that members are encouraged to share their views with the Community Development Committee as they develop an action plan.

077/2020 (TC) Outside Bodies Report

Oakworth Village Society

Report from Councillor Luke Maunsell

Due to Covid, the Village Society hasn't met and it is likely (near certain) that their Christmas event will not go ahead like normal.

However, they are happy to receive news of the upcoming bench project through Finance and offer their full support. The Society's Chair, John Sugden, laid a wreath on behalf of the village on Remembrance Day and attended the Dockroyd Graveyard for the recent event to mark All Souls Day.

Keighley Town Fund Deal Board

Report from Councillor Peter Corkindale

With reference to the Town Funds Board the situation is that we have done the SWOT analysis and vision and have made inroads into what Keighley needs however before the next meeting on Thursday 10 December, I would urge anyone who has a project that they feel is worthy of addition to the bid please let me have sight of it so that I can include it in Keighley Town Council's submission for the Town Improvement Plan TIP the more the merrier as all will be put to the board so that those with the most impact can go forward. As yet nothing has been decided so it is all to play for.

Yorkshire Local Councils Associations Report

Report from Councillor Cooper and Councillor Anayat

Code of Conduct Update and Discussion

An insight into continuing discussions around the new code of conduct;

The purpose of a code:

For Cllrs – promoting high standards and trust

- Clarity about where boundaries are crossed

For the public – what they can expect from their representatives

For officers – charged with ensuring compliance

The approach to the Code:

- Principles – broad statements about the spirit – need practical interpretation
- Rules – do's and don'ts, focus on simple statements and red lines

Consensus from workshops and the discussion was

-a rules based approach is preferable as easier to understand for members and the public and easier to apply

Better to have a short code with few rules and supporting guidance rather than a lengthy document

Should strike an appropriate balance between promoting positive behaviour and setting boundaries

When should the code apply?

Old national code

- Code applies when acting as a councilor or purporting to act as a councilor

Localism act code

- Code only applies when acting as a councilor

CSPL recommendation

- Reinstate purporting test and cover social media postings
- But would need legislative change

Key questions:

- Should recommended code include this wider definition pending legislation?
- Should any “private matters” be caught e.g criminal convictions?
- Social media – “right to offend” balanced against encouraging greater civility and raising tone of political debate

Use of social media

- Does there need to be something explicit? Or is it captured by general idea of civility?
- How should the code capture boundary between insulting, offensive and discriminatory behavior and the right to freedom of expression?
- What should be dealt with by the code and what should be left alone as private matters?

Civility, respect and bullying

- Is civility the right word to capture this concept?
- Does the code need an explicit reference to bullying?
- Where is the boundary between disrespect and robust challenge?
- How do we avoid capturing political debate and free speech?

Registration and declaration of interests

- At moment as minimum must include disclosable pecuniary interests i.e certain interests which you have to register for you and your partner and which stop you participating in that business

What the code can't deal with

- Sanctions – power to suspend for gross misconduct would need new legislation
- The public – how they speak to you or making vexatious complaints
- This is about you demonstrating high standards and clear rules

There is an additional update which Cllr Westerman brought to the YLCA and wishes to share with the council.

NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) NEWS NALC Annual Report 2020

The remote NALC AGM held on 27 October approved the 2020 Annual Report. This is now on the YLCA website for your information.

Launch of Prime Minister backed dementia guide

Alongside the University of Plymouth, NALC has published a Dementia-Friendly Communities guide. The guide has been endorsed by the Prime Minister, in this letter and encourages all local councils to implement dementia-friendly practices. It is fantastic to see that the good work of local councils has been supported by the Prime Minister.

NALC's response to The Planning White Paper:

Planning for the Future On behalf of the parish sector nationally, NALC has responded to the White Paper consultation. The response can be found with reference PR11-20 on the YLCA website.

Law and Governance Subject Access Requests (SARs)

The Information Commissioners Office (ICO) issued revised guidance in October 2020 on subject access requests.

The new guidance explains the following:

- Can the council refuse to comply with a request?
- What manifestly unfounded means?
- What manifestly excessive means?
- What general considerations should the council consider when deciding if a request is manifestly unfounded or excessive?
- What are the exemptions and how do they work?
- What should the council do if it refuses to comply with a request?

Wherever possible, the council should be transparent about its reasons for withholding information. The revised guidance can be found at the following link: <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/right-of-access/when-can-we-refuse-to-comply-with-a-request/>

Councillors Attendance

We are reminded that no changes regarding attendance have been made to the LGA in light of Covid as councils have been empowered to work remotely wherever possible.

Section 85 of the Local Government Act 1972 states: "If a member of a local authority (town or parish council) fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period (the scenario explained above), cease to be a member of the authority".

Councillors need to be aware that if they do not make an attendance for their council in a period of six consecutive months (not meetings), they will automatically lose their seat (i.e. will be disqualified, (section 85 of the Local Government Act 1972)). To prevent this from happening, when giving an apology for a meeting, a councillor should also give his/her reason for non-attendance, that non-attendance will not count in the six consecutive month calculation.

News of note for committees:

Community Woods

The Woodland Trust has lots of help and advice available on planning and funding a community wood at this link: <https://www.woodlandtrust.org.uk/plant-trees/community-woods/>

Free Trees for Communities

The Woodland Trust is currently taking applications for trees to be delivered in March 2021. A free tree information pack for your community can be downloaded at <https://www.woodlandtrust.org.uk/planttrees/schools-and-communities/> and parish councils are eligible to apply.

War Memorial Grants

The War Memorials Trust provides grants to repair and conserve war memorials. Almost all war memorials are eligible for support. Custodians/owners can find information about eligibility and processes at this link <http://www.warmemorials.org/grants/> Before applying for a grant from the War Memorials Trust, ensure that the condition of the memorial is up to date on War Memorials Online.

RESOLVED Councillors noted the report.

078/2020 (TC) Notices of Motion

Holiday Hunger

There is enough food in the world for everyone. (The journal of sustainable agriculture found we already produce enough to feed 1.5x the world's population, this is backed by the WHO and the UN)

Despite the global pandemic and economic crisis that comes with it, we are one of the wealthiest countries on earth. Yet in Britain in 2020 1/5 of children (food foundation research) were found to be going hungry during lockdown due to falling through gaps in our support system. Who can forget the heart breaking recent news of young mothers starving to death or taking their own lives, unable to feed their children, stuck in one of those gaps.

We are a small council, we can't tackle the problems of a nation, but we should consider what we might do to tackle child hunger right here in Keighley.

We live in a constituency with some of the highest levels of inequality in the country, and Keighley is the area of most need in that constituency. We are in a position to be able to support some of the most vulnerable children nationally, to do a tremendous amount of good.

During lockdown Keighley's schools, paid for the supermarket vouchers to go out to vulnerable families, on the understanding that they would be reimbursed by the government. The reimbursement didn't happen. Schools continued to divert funds to keep our children fed and warm and able to learn, knowing that they wouldn't be able to claim them back and knowing that this would mean hardship for themselves, their staffing and resources later in the year. This silent support is something we should want to praise, to champion and to emulate.

We all know how Covid has left scars in our community, you all know and understand how lockdown, many being unable to work and not qualifying for furlough, and reduced footfall in the service industry has left so many struggling financially. It has also meant that some of the budget within our committees has gone unused.

I know it would be unprecedented to divert these funds but these are unprecedented times. Before us a unique opportunity to lift up Keighley's children and protect them, helping to safeguard their future so that they can build a better one for themselves.

In the words of Lord Woolton the wartime minister of food "If every man, woman and child could be sure of obtaining at least one hot, nourishing meal a day at a price all could afford we should be sure of the nation's health and strength during the war."

Let's be bold and be brave in our convictions and seize this opportunity to strengthen Keighley in her time of need now.

Council therefore resolves to:

RESOLVED consider any way in which we could redirect or repurpose funds to help push back against the chill of the Christmas holidays as an emergency measure.

RESOLVED to petition Bradford council and the Government to create a long-term solution to holiday hunger.

079/2020 (TC) Agenda items for a future meeting

Cllr M Walker requested an item on Committee attendance.

080/2020 (TC) Date of Next Meeting

RESOLVED to note the date of the next scheduled meeting of this Committee will be held on Thursday 28 January 2021 at 6.30pm.

Signed **Date**
Chair