



KEIGHLEY TOWN COUNCIL

Minutes of the Allotment & Landscape (AL) Committee held at Keighley Civic Centre, North Street, Keighley, BD21 3RZ on Monday 13 September 2021

Present:

Councillor Graham
Councillor Kirby
Councillor Dowse
Councillor Corkindale
Councillor Abberton
Councillor Adams– Ex Officio

Also Present:

Pip Gibson, Assistant Town Clerk
Phil Hanson – Allotment & Landscapes Officer
Brian Morris – Contracts Officer
Peter Clarke – Responsible Financial Officer
Cllr Luke Maunsell – Deputy Town Mayor
Carol Owlett – member of the public

012/2021 (AL) Welcome & Fire Instructions

The Committee Chairman welcomed everyone to the meeting.

013/2021 (AL) Apologies for absence

None.

014/2021 (AL) 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.

015/2021 (AL) Public Question Time

None.

016/2021 (AL) Minutes

RESOLVED to confirm the minutes of the meeting held on Monday 14 June 2021 be confirmed as a true record of the proceedings and signed by the Chair.

017/2021 (AL) Progress

Noted.

018/2021 (AL) Budget

Members considered a report on the current committee budget.

RESOLVED members noted the report.

018/2021 (AL) Town Plan

RESOLVED that Councillor Abberton be the third representative to attend the Town Plan Steering Group in the absence of the Chair or Vice-Chair

019/2021 Allotment Officers Report

RESOLVED Members approve the removal of the viewing platform, signage and gate posts at Damems and that the location be given over to tree planting and re-wilding as part of the creation of Thorne Wood.

RESOLVED That new dates for Allotment Surgeries be sent to members of the committee.

RESOLVED That the Allotments and Landscapes officer undertakes an in-depth appraisal of security issues relating to the Councils allotments and presents a detailed report identifying key issues, costs and proposed actions in response to those issues together with any additional resource implications to a future meeting of the allotments and landscapes committee.

RESOLVED Members chose Company 1, at a cost of £3080, to remove asbestos from Guardhouse Allotment site.

RESOLVED Members approve the cost of trimming the hedges at Arncliffe Road and Selborne Grove.

020/2021 (AL) Watching Brief

RESOLVED that the item: maintenance of Ingrow War Memorial and churchyard be deferred and taken up by the Community Asset Transfer Working Group.

021/2021 (AL) Allotment Photo Competition

RESOLVED that the Committee relaunch the photo competition next year.

RESOLVED that the Community Development Committee are asked to work in partnership with the Allotments & Landscape Committee for the photo competition.

022/2021 (AL) Guardhouse Allotment Site

RESOLVED That the A&L Committee submit a request to Finance & Audit for a £10,000 budget for Guardhouse Allotment Site to include:

- I. Asbestos removal £3080
- II. Strim grass banking of nettles and retrieve dumped waste £414.00
- III. Remove all waste from fire area and spread ashes around to get rid of pile £207.00
- IV. Trimming back edges and trees up to head on approx. 30mtr stretch of road/path in the allotments £414.00
- V. Removal of existing and installation of new steps down to one allotment inc. materials £736.00
- VI. Waste disposal £400.00

RESOLVED Members approved action to ensure all un-authorised vehicular access to the site be prevented by installing a new high security lock on the existing barrier at the entrance to the site and that tenants be informed accordingly.

RESOLVED Members deferred the demolition of buildings to a future meeting.

RESOLVED Members deferred how to tackle and remove fly tipping in the plots adjacent to North Dean Road housing to a future meeting.

023/2021 (AL) Community Asset Transfer

RESOLVED Members noted the updates in this report.

RESOLVED Members re-appointed a small working group to continue working on the project: Cllrs Kirby, Maunsell, Graham and Dowse.

RESOLVED That the working group's findings be presented to a future Committee when progress has been made.

024/2021 (AL) Town Hall Square Maintenance Contract

RESOLVED Members approved the Town Hall Square Maintenance Contract, attached Appendix A.

RESOLVED Members agreed to the timeline for seeking quotations as outlined in Appendix B.

RESOLVED Members will hold an extra ordinary meeting on 19 October 2021 to consider the quotes received and appoint the appropriate contractor.

025/2021 (AL) Future item for Agendas

Councillors requested the following items be included on a future agenda

Guardhouse Allotments Site.

Community Asset Transfer – Working Group Update.

RESOLVED the above items would be included on future agendas.

011/2021 (AL) Date of Next Meeting

RESOLVED to note the date of the next scheduled meeting of this Committee will be held on Monday 15 November 2021 at 6.00pm.

Signed

Chair

Date