



## KEIGHLEY TOWN COUNCIL

Mr. Joe Cooney  
Town Clerk to the Town Council  
16 June 2021

Email: [townclerk@keighley.gov.uk](mailto:townclerk@keighley.gov.uk)

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **Civic Centre & Strategy Committee** which will be held at Keighley Town Council, Civic Centre, North Street, Keighley, BD21 3RZ on **Wednesday 23 June 2021 at 6pm.**

Mr. Joe Cooney  
Town Clerk

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### **COMMITTEE MEMBERSHIP**

Cllr C Abberton	Cllr A Shohid
Cllr E Bernardini	Cllr M Wood
Cllr P Corkindale	Cllr M Walker
Cllr J Kirby	Cllr J Adams – Ex Officio
Cllr S Mahmood	

\*Committee Terms of Reference are contained within the Scheme of Delegation.

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### **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. Election of Chairman for Municipal – For Decision**

To elect a Chairman for the Municipal year 2021/22

### **2. Election of Vice Chairman – For Decision**

To elect a Vice Chairman for the Municipal year 2021/22

### **3. Apologies for absence**

Members are asked to receive apologies of absence for this meeting.

### **4. 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

### **5. 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.

### **6. Minutes – For Decision**

Members are asked to approve the minutes of the meeting of the Civic Centre & Strategy Committee Meeting held Wednesday 10 March 2021.

*Copy attached*

### **7. Town Plan Update – For Decision**

To consider the attached report from the Assistant Town Clerk relating to the Town Plan.

*To Follow*

### **8. Civic Centre Improvements – For Decision**

To consider a report from the Town Clerk outlining improvements required within the Civic Centre.

*To follow*

### **9. Health & Safety Update – For Noting**

To receive a verbal update from the Town Clerk on Health & Safety matters.

## **10. Items for future agendas – For Decision**

To consider items for inclusion on future agendas.

## **11. Date of next meeting**

The date of the next meeting of this committee will be held on Wednesday 14 July 2021 at 6.00pm.

### **OFFICER SUPPORT TO THE MEETING**

Officers scheduled to attend: Joe Cooney, Town Clerk  
Brian Morris, Contracts & I.T Officer

### **APOLOGIES**

Contact the office during normal opening hours (01535) 872126  
Email: [sarah.kissack@keighley.gov.uk](mailto:sarah.kissack@keighley.gov.uk)

Late apologies should be made by phone to the senior officer  
scheduled to attend.