



## KEIGHLEY TOWN COUNCIL

Minutes of the Events & Leisure Committee (EL) Committee held Keighley Civic Centre on Thursday 15 July 2021

**Present:** Councillor Corkindale  
Councillor Clark  
Councillor Graham  
Councillor M Ikram  
Councillor M Westerman  
Councillor J Adams – Ex-officio

**Also Present:** Pip Gibson, Assistant Town Clerk  
Sarah Kissack, Admin and Events Officer  
Laura Kelly – Non-Voting Member

### **009/2021 (EL) Welcome & Fire Instructions**

The Chair welcomed the committee to the meeting and reminded members about the fire escape routes.

### **0010/2021 (EL) Apologies for absence**

Councillor A Walker  
Councillor Anayat

### **0010/2021 (EL) 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.

### **0011/2021 (EL) Public Question Time**

None.

### **0012/2021 (EL) Minutes**

**RESOLVED** to confirm the minutes of the meeting held on Thursday 17 June 2021 be confirmed as a true record of the proceedings and signed by the Chair.

### **0013/2021 (EL) Progress Report**

Members received the progress report following the last meeting held Thursday 17th June 2021.

**RESOLVED** Noted.

**0014/2021 (EL) Town Plan**

**RESOLVED** Cllr Ikram voted as third representative.

**0015/2021 (EL) Events Officer Report**

**RESOLVED** The Report was discussed not noted.

**RESOLVED** Members rejected the request to move the afternoon tea date to later in the year.

**RESOLVED** Members agreed that the Assistant Town Clerk be given the authority to source the appropriate contractors within the budgets of the Christmas Tree, Christmas Decorations and Celebration lights.

**RESOLVED** Assistant Town Clerk to liaise with Laura Kelly for Christmas Trees.

**RESOLVED** School achievers Award has an overspend of £259.60 - resolved to ask Finance & Audit Committee to make a virement from the underspent Tea on The Square budget.

**RESOLVED** Cllrs Westerman, Adams & Clark will volunteer on both days for Yorkshire Day.

**RESOLVED** Events Officer liaise with the Mayor regarding Afternoon Tea.

**0016/2021 (EL) Community Awards**

**RESOLVED** That an extraordinary meeting be called for the Community Awards.

**RESOLVED** Members rejected to approve the Caterer C for the Community Awards.

**RESOLVED** Members rejected to approve the menu for the Community Awards as outlined in this report.

**RESOLVED** Members approved the award categories:

- Barry Thorne Sporting Hero of the Year
- Inspiring Young Person of the Year
- Lifetime Achievement
- Neighbour of the Year
- Climate Change Champion of the Year
- Gary Pedley's Community Award of the Year
- Teacher of the Year
- Volunteer of the Year
- Emergency Service Hero of the Year

**RESOLVED** Members approve the timeline for nominations:

|                       |  |
|-----------------------|--|
| Monday 19 July 2021   | Nomination Form on website, social media and press release sent  |
| Friday 20 August 2021 | Nominations close  |
| W/C 23 August 2021    | Judging panel to meet and decide the shortlist, runners up and winners.<br><br>Shortlist to be announced on social media.<br><br>Nominees to be invited to the award ceremony. |

|                            |                  |
|----------------------------|------------------|
| Saturday 18 September 2021 | Community Awards |
|----------------------------|------------------|

**RESOLVED** Members approve the Judging panel consisting of the Town Mayor, Chairman of Events & Leisure Committee and the Assistant Town Clerk/CDO.

**RESOLVED** Members not the Administration & Events Officer will support the Judging panel in their deliberations.

**RESOLVED** Members to defer discussing ticket prices to the extraordinary meeting.

**RESOLVED** Members delegate to the Assistant Town Clerk/CDO in consultation with the Committee Chairman the authority to agree sponsorship details with interested parties.

**0017/2021 (EL) Working Groups**

**RESOLVED** Approved that working groups be set up for each event and that the office contact Committee members via email per event.

**0018/2021 (EL) Budget**

Noted.

**0019/2021 (EL) Future Items**

Philip Snowden  
 Christmas Lunches  
 Business Sponsorship for KTC events

**RESOLVED** Request that the Chair and Laura Kelly are issued with paper copies of the Agenda packs.

**0020/2021 (EL) Future Items**

**RESOLVED** to note the date of the next scheduled meeting of this Committee will be held on Thursday 14 October 2021 at 6.00pm.

**Signed** ..... **Date** .....  
**Chair**