



## KEIGHLEY TOWN COUNCIL

Minutes of the Allotment & Landscape (AL) Committee held at Keighley Civic Centre, North Street, Keighley, BD21 3RZ on Monday 15 November 2021

**Present:**

Councillor Kirby  
Councillor Corkindale  
Councillor Abberton  
Councillor Cook  
Councillor Adams – Ex Officio

**Also Present:** Pip Gibson, Assistant Town Clerk  
Phil Hanson – Allotment & Landscapes Officer

**036/2021 (AL) Welcome & Fire Instructions**

The Committee Chairman welcomed everyone to the meeting.

**037/2021 (AL) Apologies for absence**

Councillor Graham  
Councillor Dowse  
Councillor Ali

**038/2021 (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.

**039/2021 (AL) Public Question Time**

None.

**040/2021 (AL) Minutes**

**RESOLVED** to confirm the minutes of the extraordinary meeting held on Tuesday 19 October 2021 be confirmed as a true record of the proceedings and signed by the Chair.

**041/2021 (AL) Progress Report**

To receive the progress report following the last meeting held Tuesday 19 October 2021.

**RESOLVED** Noted

**042/2021 (AL) Budget**

To receive and update on the budget.

**RESOLVED** Members request that the RFO attend the meeting in January.

#### **043/2021 (AL) Town Plan**

To consider the attached report from the Assistant Town Clerk/CDO regarding the committees Town Plan responsibilities.

**RESOLVED** Noted.

#### **044/2021 (AL) Allotment & Landscapes Officers Report**

To receive a report from the Allotment and Landscapes Officer.

**RESOLVED** Members note the viewing platform will now be removed. Awaiting date for removal.

**RESOLVED** Members are aware that a little more progress has been made on the wattle fencing at Arncliffe Road.

**RESOLVED** Members agree dates for 3 allotment surgeries at each Committee meeting.

**RESOLVED** Members note the progress made on other issues detailed in this report.

**RESOLVED** Members note the separate agenda item on Guardhouse Allotment sites.

**RESOLVED** Member note that three sign boards have been erected so far

**RESOLVED** Members agree that Asbestos is to be removed from Guardhouse as per agreed quote.

**RESOLVED** Members defer the cost for re-roofing at plots GH52/3 to an Extra Ordinary Meeting when Cllr Dowse can attend.

**RESOLVED** Members approve that the tenant who has been working on other allotments with a charity group and college group and cutting back hedges/weeds on some of the paths can be compensated with 1 rent free plot this year.

**RESOLVED** Members noted that a report has been submitted with information such as number of plots and number of vacant plots and reasons for the vacant plots.

#### **045/2021 (AL) Watching Brief**

**RESOLVED** Members approve that a letter be sent to all Councillors asking them to send details of unkempt footpaths and public rights of way.

#### **046/2021 (AL) Guardhouse Allotment Site**

**RESOLVED** Members noted the report.

**RESOLVED** Members made recommendations for further work at the Guardhouse site within the allocated budget.

**RESOLVED** Members approve the barrier be re-instated. Cllr P Cook abstained.

**RESOLVED** Members approve the barrier be locked. Cllrs P Cook and C Abberton voted against.

**RESOLVED** that a letter is written to all tenants at Guardhouse about the barrier.

**047/2021 (AL) Community Asset Transfer Update**

**RESOLVED** Members noted the updates regarding Community Asset Transfers.

**RESOLVED** Members approve that the Assistant Town Clerk/CDO pursues a Service Level Agreement to maintain the War Memorial at Ingrow Church.

**RESOLVED** That the Assistant Town Clerk reports back on the pursuance of an SLA at a subsequent meeting.

**048/2021 (AL) Climate Change Champion**

**RESOLVED** that a request goes to Full Council with the recommendation from the Allotments & Landscapes Committee that Cllr Corkindale be elected to become the Council's Climate Change Champion.

**049/2021 (AL) Future Agenda Items**

**RESOLVED** Members request that Guardhouse be a standing item on the Agenda.

**RESOLVED** Members request that Footpaths & Public Rights of Way be an item on the Agenda

**050/2021 (AL) Date of Next Meeting**

**RESOLVED** to note the date of the next scheduled meeting of this Committee will be held on Monday 17 January 2022 at 6.00pm.

Signed .....  
Chair

Date .....