



KEIGHLEY TOWN COUNCIL

Minutes of the Allotment & Landscape (AL) Committee held at Keighley Civic Centre, North Street, Keighley, BD21 3RZ on Monday 17 January 2022

Present:

Councillor Kirby
Councillor Corkindale
Councillor Cook
Councillor Dowse
Councillor Graham
Councillor Maunsell– Ex Officio

Also Present: Pip Gibson, Assistant Town Clerk
Peter Clarke, RFO

051/2021 (AL) Welcome & Fire Instructions

The Committee Chairman welcomed everyone to the meeting.

052/2021 (AL) Apologies for absence

Councillor Adams
Councillor Abberton

053/2021 (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.

054/2021 (AL) Public Question Time

None.

055/2021 (AL) Minutes

RESOLVED to confirm the minutes of the meeting held on Monday 15 November 2021 be confirmed as a true record of the proceedings and signed by the Chair.

056/2021 (AL) Progress Report

To receive the progress report following the last meeting held Monday 15 November 2021.

RESOLVED Noted

057/2021 (AL) Budget

The Responsible Finance Officer gave an overview of the Allotments & Landscapes Budget

RESOLVED to note the update on the Allotments & Landscapes budget.

058/2021 (AL) Town Plan

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

RESOLVED Members considered the attached report from the Assistant Town Clerk/CDO regarding the committees Town Plan responsibilities.

RESOLVED to ask the Town Plan Steering Group to ask Full Council to amend objective CD007 in the Town Plan to a timescale of “ongoing”

059/2021 (AL) Allotment & Landscapes Officers Report

RESOLVED that allotment surgery dates be set for the next municipal year to include the promotion of allotment associations.

RESOLVED that quotes are sought for maintenance and repair work to the cenotaph in the Town Hall Square and presented to the next committee meeting.

060/2021 (AL) Watching Brief

Councillors are asked to consider matters relating to open spaces, parks, community and leisure centres, village greens, common land and War Memorials. Burial grounds, cemeteries and churchyards. The maintenance of footpaths and public rights of way and environmental issues.

RESOLVED members noted that an email has been sent to Town Councillors advising them of the process for reporting issues on footpaths and public rights of way.

Members discussed the service level agreement (SLA) and proposed works for the War Memorial at Ingrow Church.

RESOLVED that a draft SLA of proposed works for the War Memorial at Ingrow Church be provided to the church liaison

061/2021 (AL) Guardhouse Allotment Site

RESOLVED Members noted the report.

RESOLVED members decided to install a keycode style lock which will be welded to the barrier gate.

RESOLVED members decided to give access to the keycode lock to tenants of the Guardhouse site.

RESOLVED that tenants of the Guardhouse site be issued with written advice on how to use the keycode lock and how to secure the site to prevent unauthorised vehicular access e.g. fly tippers.

Members made recommendations for further work at the Guardhouse site within the allocated budget. Cllr M Dowse offered to clear an unused plot at adjacent to North Dean Road free of charge.

RESOLVED that skips be provided using the allocated budget to remove the waste from the clearance of the plot/s adjacent to North Dean Road.

RESOLVED that the keycode lock and its installation be purchased using the allocated budget.

To consider the attached report from the Assistant Town Clerk/CDO regarding the Guardhouse Allotment site.

062/2021 (AL) Future Agenda Items

RESOLVED Water - to progress the resolution to restrict allotment sites to one tap per site. To decide whether to issue water butts to all tenants affected. To decide whether water should be switched off over the Winter periods.

RESOLVED Bench – to discuss the replacement of a damaged bench in Town Hall Square

063/2021 (AL) Date of Next Meeting

RESOLVED to note the date of the next scheduled meeting of this Committee will be held on Monday 14 March 2022 at 6.00pm.

Signed
Chair

Date