



KEIGHLEY TOWN COUNCIL

Minutes of the Allotment & Landscape (AL) Committee held at Keighley Civic Centre, North Street, Keighley, BD21 3RZ on Monday 14 March 2022

Present:

Councillor Kirby
Councillor Corkindale
Councillor Cook
Councillor Graham
Councillor Maunsell

Also Present: Joe Cooney, Town Clerk

064/2021 (AL) Welcome & Fire Instructions

The Committee Chairman welcomed everyone to the meeting.

065/2021 (AL) Apologies for absence

Councillor Dowse
Councillor Ali

066/2021 (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.

067/2021 (AL) Public Question Time

None.

068/2021 (AL) Minutes

RESOLVED to confirm the minutes of the meeting held on Monday 17 January 2022 be confirmed as a true record of the proceedings and signed by the Chair.

069/2021 (AL) Progress Report

To receive the progress report following the last meeting held Monday 17 January 2022.

RESOLVED Noted.

070/2021 (AL) Budget

Members received an update on their 2021/22 budget and details of the 2022/23 budget.

RESOLVED to note the report

RESOLVED to thank the Allotments & Landscape Officer and the RFO on their work collecting allotment rental income.

071/2021 (AL) Town Plan

Members considered a report from the Assistant Town Clerk/CDO on the Town Plan Progress.

RESOLVED to note the report

072/2021 (AL) Allotment & Landscapes Officers Report

Members considered a report from the Allotment & Landscapes Officer providing updates on the allotment sites.

RESOLVED to request information at the next meeting regarding the number of warning letters/Notice to Quit issued to tenants.

RESOLVED to note the report.

073/2021 (AL) Guardhouse Allotments

Members considered a report from the Allotment & Landscapes Officer regarding the remedial work at Guardhouse site.

RESOLVED members authorised the Town Clerk to develop a pilot scheme to offer untidy plots to everyone currently on the waiting list.

RESOLVED members requested the Town Clerk consider hosting a meeting with allotment holders to improve the relationship between tenants and the town council.

RESOLVED members requested the Town Clerk raise the persistent anti-social behaviour occurring around the allotments site with the Police.

074/2021 (AL) Tree Planting 2021/22

Members considered a report from the Assistant Town Clerk/CDO on the tree planting scheme.

RESOLVED that members noted the ground preparation and planting of up to 20,000 trees across the Guardhouse allotment site and the Damems Nature Trail, the creation of 2 mini orchards at Arncliffe and East Morton allotment sites and a community orchard at the top of the Guardhouse allotment site.

RESOLVED that members receive an update on progress from the Assistant Town Clerk/CDO at a future meeting.

075/2021 (AL) Allotment Surgeries

RESOLVED to approve deferral for the dates of the next round of Allotment Surgeries until the first meeting of the new Civic year in June 2022.

076/2021 (AL) Town Hall Square Planting

Members considered the winter bedding planting scheme from the council’s ground maintenance contractor.

RESOLVED members approved the scheme proposed by the council’s ground maintenance contractor.

077/2021 (AL) Ingrow War Memorial

Members considered a report from the Town Clerk on the proposed maintenance arrangements for the Ingrow War memorial.

RESOLVED that members approved the draft Service Level Agreement.

RESOLVED that members delegate the authority to the Town Clerk to sign the Service Level Agreement.

RESOLVED that members noted any cost relating to the required annual maintenance regime will be borne by the Allotments & Landscape Repair & Maintenance budget line.

078/2021 (AL) Water Supply

Members considered the arrangements for the current provision of water to allotment sites in winter months.

RESOLVED to note the tenancy agreement states water will be turned off between November and March each year.

RESOLVED to allow the Allotments & Landscapes Officer to use his judgement on when and where water should be turned off.

079/2021 (AL) Town Hall Square Bench

Members received an update on the repairs to the missing Town Hall Square bench.

RESOLVED to note the update.

080/2021 (AL) Future Agenda Items

Members requested the following items be added to a future agenda:

- A meeting for all tenants
- Number of unused plots

RESOLVED to add these items to a future agenda.

081/2021 (AL) Date of Next Meeting

Will be confirmed once approved by Full Council.

Signed **Date**

Chair