



## KEIGHLEY TOWN COUNCIL

Minutes of the Policy & Governance (PG) Committee held at Keighley Civic Centre, North Street, Keighley, BD21 3RZ on Tuesday 1 March 2022

**Present:** Councillor Curtis  
Councillor Ahmed  
Councillor M Walker  
Councillor Westerman  
Councillor J Adams

**Also Present:** Joe Cooney, Town Clerk

### **068/2021 (PG) Welcome & Fire arrangements**

The Chairman welcomed everyone to the meeting and reminded those present of the fire arrangements.

### **069/2021 (PG) Apologies for absence**

Cllr Akhtar  
Cllr Dowse  
Cllr Corkindale  
Cllr Ikram

**RESOLVED** to accept and record the above apologies.

### **070/2021 (PG) Declarations of Interest**

None.

### **071/2021 (PG) Public Question Time**

None.

### **072/2021 (PG) Minutes**

**RESOLVED** to confirm the minutes of the meeting held on Tuesday 1 February 2022 be confirmed as a true record of the proceedings and signed by the Chair

### **073/2021 (PG) Town Plan**

Members considered an update on the Town Plan from the Assistant Town Clerk/CDO.

**RESOLVED** to note the report.

**074/2021 (PG) Child & Vulnerable Protection**

Members considered a report from the Town Clerk on a draft contractor agreement.

**RESOLVED** members approved the draft contractor agreement

**075/2021 (PG) Complaints Policy**

Members considered a report from the Town Clerk regarding the Complaints Policy following a request from the Chairman of Allotments & Landscape Committee to amend the current Complaints Policy.

**RESOLVED** members agreed not to amend to the Complaints Policy

**076/2021 (PG) Civic Regalia Lease**

Members considered a report from the Town Clerk on the lease renewal for the Civic Regalia

**RESOLVED** members delegated authority to the Town Clerk to negotiate a new lease arrangement with Bradford MDC for the Civic Regalia.

**RESOLVED** members requested the outcome of the negotiations including the details of the new lease be presented to Full Council in due course.

**077/2021 (PG) Significant Public Interest Events**

Members discussed how the council can have a better co-ordinated response when major incidents with specific interest in Keighley occur.

**RESOLVED** to request the Town Clerk drafts a public interest event policy for members to consider.

**078/2021 (PG) Items for Future Agendas**

None.

**079/2021 (PG) Date of Next Meeting**

**RESOLVED** to note the date of the next scheduled meeting of this Committee will be held on Tuesday 5 April 2022 at 6.00pm.

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