



KEIGHLEY TOWN COUNCIL

Minutes of the Policy & Governance (PG) Committee held at Keighley Civic Centre, North Street, Keighley, BD21 3RZ on Tuesday 5 April 2022

Present: Councillor Curtis - Chairman
Councillor Westerman – Vice Chairman
Councillor M Walker
Councillor J Adams
Councillor A Ahmed (18:03pm)

Also Present: Pip Gibson, Assistant Town Clerk

080/2021 (PG) Welcome & Fire arrangements

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

081/2021 (PG) Apologies for absence

Members are asked to receive apologies of absence for this meeting: Cllr M Dowse. Cllr P Corkindale's apologies were received via another Cllr minutes before the meeting.

RESOLVED to accept and record the above apologies.

082/2021 (PG) Declarations of Interest

None.

083/2021 (PG) Public Question Time

None.

084/2021 (PG) Minutes

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

085/2021 (PG) Progress Update – For Noting

Noted - the progress report following the last meeting held Tuesday 1 March 2022.

086/2021 (PG) Town Plan Update – For Noting

Noted - the attached report from the Assistant Town Clerk/CDO on the Town Plan objectives the Policies & Governance Committee is responsible for.

087/2021 (PG) Key Performance Indicators

RESOLVED Members noted the KPI update.

RESOLVED Members delegated to the Town Clerk the creation of KPI's for financial year 2022/23 which must be reported to the next committee meeting in June 2022.

088/2021 (PG) Annual Review of Standing Orders

Members considered a report from the Town Clerk reviewing the Council Standing Orders.

RESOLVED Members approve the updated figures in Standing Order 21(f) and (g)

RESOLVED Members approve new Standing Order 18(b)(xvii) relating to members non-attendance at meetings.

RESOLVED Members recommend to Full Council that “5. I xi. Review of representation on or work with external bodies and arrangements for reporting back” should continue to be reviewed annually.

089/2021 (PG) Annual Review of the Scheme of Delegation

Members considered a report from the Town Clerk reviewing the Council Scheme of Delegation.

RESOLVED Members recommend the draft Scheme of Delegation to Council.

090/2021 (PG) Hirers Indemnity Insurance

Members considered a report from the Town Clerk detailing a request to authorise use of the Council's Hirers Indemnity Insurance.

RESOLVED Members noted that Keighley Model Railway Club and Aire Valley Railway Modelers' Club will use the Council's Hirers Indemnity Insurance on Thursday 2 and Friday 3 June 2022 as part of the Keighley Transport Festival.

091/2021 (PG) Community Governance Working Group

Members received a verbal update on progress of the Community Governance Working Group from the Chair, Cllr M Curtis.

092/2021 (PG) Items for future agenda

Update report from Community Governance Working Group

093/2021 (PG) Date of Next Meeting

RESOLVED to note the date of the next scheduled meeting of this Committee will be held on Tuesday 7 June 2022 at 6.00pm.

Signed

Chair

Date