



KEIGHLEY TOWN COUNCIL

Minutes of the Full Council meeting of the Keighley Town Council held at Keighley Town Hall, Keighley, BD21 3PA on Thursday 24 March 2022, 6:30pm.

Present:

| | |
|---|----------------|
| Cllr J. Adams – Town Mayor | Cllr J. Kirby |
| Cllr L. Maunsell – Deputy Town Mayor | Cllr Shohid |
| Cllr C. Abberton | Cllr A. Walker |
| Cllr Herd | Cllr M. Walker |
| Cllr A Clark | Cllr L. Wrench |
| Cllr P. Corkindale | Cllr M. Wood |
| Cllr P. Cook | Cllr Nazam |
| Cllr M. Dowse | Cllr Ahmed |
| Cllr C. Graham | Cllr Curtis |
| Cllr Bernardini | Cllr Mahmood |
| Cllr Clarkson | Cllr Westerman |

Also Present:

Joe Cooney, Town Clerk
Pip Gibson, Assistant Town Clerk
Peter Clarke, RFO

104/2021 (TC) Welcome & Fire Arrangements

The Town Mayor welcomed everyone to the meeting and reminded those present of the arrangements should the fire alarm sound.

105/2021 (TC) Apologies

RESOLVED: The following apologies be accepted from Cllrs Akhtar, Ikram, Shaw, Hussain.

106/2021 (TC) 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 Members or Officers.

107/2021 (TC) Public Question Time

Three members of the public attended to address council

Laura Kelly – Green Space Campaign Group

Requested the Council continue to show its support for their campaign to retain the green space on North Street.

Wendy Harrison

Requested information on the Christmas lights project in Long Lee. The Mayor informed Mrs Harrison the project wasn't a council project and her questions should be directed to the Long Lee & Thwaites Brow Community Group.

Syliva Boyes

Requested the council continue to show its support for the Nuclear Prohibition Treaty.

108/2021 (TC) Town Mayor

i) Opening Remarks

The Mayor asked Council to stand for a minutes silence in memory of former Lord Mayor of Bradford Irene Ellison-Wood who died recently.

ii) Mayoral Visits

The Mayor has undertaken the following engagements

Natasha Thomas Licensing Service

Pride Flag raising

Annual Bradford and District Legal Service

Mayors Civic Dinner

Keighley Rotary Club meeting

Girl Guides Thinking Day Parade

Marie Curie Bag Pack

People First Celebration

Community Cougars

Steeton Primary School talk

Captain Sir Tom Moore Memorial Tree planting

109/2021 (TC) Minutes

RESOLVED to confirm the minutes of the meeting held on Thursday 20 January 2022 be confirmed as a true record of the proceedings and signed by the Chair.

110/2021 (TC) Reports from District Councillors and Invited Guests

i) District Councillors

Cllr Herd provided an update on the Covid Recovery Fund being administered by Bradford MDC

ii) Invited Guests

Nick Lajszcuk – Ukrainian People's Association

Addressed Council to thank the people of Keighley for their response, help and donations in response to the war in Ukraine.

111/2021 (TC) Committee Minutes

i) **RESOLVED** to confirm the minutes of the Planning Committee held 14 December 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Planning Committee held 11 January 2022 be confirmed as a true record.

RESOLVED to confirm the minutes of the Planning Committee held 25 January 2022 be confirmed as a true record.

RESOLVED to confirm the minutes of the Planning Committee held 08 February 2022 be confirmed as a true record.

RESOLVED to confirm the minutes of the Planning Committee held 23 February 2022 be confirmed as a true record.

RESOLVED to confirm the minutes of the Finance and Audit Committee held 20 December 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Finance and Audit Committee held 24 January 2022 be confirmed as a true record.

RESOLVED to confirm the minutes of the Events and Leisure Committee held 16 December 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Civic Centre and Strategy Committee held 15 December 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Allotments and Landscapes Committee held 15 November 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Community Development Committee held 01 December 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Policies and Governance Committee held 02 November 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Policies and Governance Committee held 04 January 2022 be confirmed as a true record.

RESOLVED to confirm the minutes of the Policies and Governance Committee held 01 February 2022 be confirmed as a true record.

RESOLVED to confirm the minutes of the Human Resources Committee held 22 December 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Watch and Transport Committee held 01 November 2021 be confirmed as a true record.

RESOLVED to confirm the minutes of the Watch and Transport Committee held 10 January 2022 be confirmed as a true record.

112/2021 (TC) Committee Vacancies

Members considered the following vacancies

- i) Allotment & Landscapes
Cllr Bernardini Proposed by Cllr Westerman seconded by Cllr Kiby
On being put to the vote it was;

RESOLVED to appoint Cllr Bernardini to the Allotment & Landscapes Committee

ii) Watch & Transport Committee
 Cllr Westerman Proposed by Cllr Adams seconded by Cllr Nazam
 On being put to the vote it was;

RESOLVED to appoint Cllr Westerman to the Watch & Transport Committee

iii) Community Development Committee
 Cllr Wood Proposed by Cllr Nazam seconded by Cllr Westerman
 On being put to the vote it was;

RESOLVED to appoint Cllr Wood to the Community Development Committee

113/2021 (TC) Exclusion of Press & Public

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest.

RESOLVED not to exclude Press & Public for part of item 11.

114/2021 (TC) Co-Option

Members interviewed the following candidates for the vacancy in Woodhouse & Hainworth ward.

John Lawless – Proposed by Cllr Cook, seconded by Cllr Wood
 David Earnshaw – Proposed by Cllr A Walker, seconded by Cllr Bernardini
 Ellen Bailey - Proposed by Cllr Kirby, seconded by Cllr Dowse

Cllr Clarkson requested a named vote.

Round 1 voting

| John Lawless – 16 | David Earnshaw – 3 | Ellen Bailey – 3 |
|--------------------------|---------------------------|-------------------------|
| Cllr Abberton | Cllr Ahmed | Cllr Clarkson |
| Cllr Adams | Cllr Bernardini | Cllr Curtis |
| Cllr Clark | Cllr A Walker | Cllr Kirby |
| Cllr Cook | | |
| Cllr Corkindale | | |
| Cllr Dowse | | |
| Cllr Graham | | |
| Cllr Herd | | |
| Cllr Mahmood | | |
| Cllr Maunsell | | |
| Cllr Nazam | | |
| Cllr Shohid | | |
| Cllr M Walker | | |
| Cllr Westerman | | |
| Cllr Wrench | | |
| Cllr Wood | | |

RESOLVED John Lawless duly elected at Councillor for Woodhouse & Hainworth Ward.

115/2021 (TC) Town Plan Review

Members considered a report from the Assistant Town Clerk/CDO on the annual review of the Town Plan

RESOLVED that members approve the Town Plan Annual Review 2021/22.

RESOLVED that members note the progress made on the delivery of the Town Plan.

099/2021 (TC) Climate Change Action Plan

Members considered an update report from the Assistant Town Clerk/CDO on progress made against the Climate Change Action Plan.

RESOLVED to note the update.

116/2021 (TC) Corporate Risk Assessment

Members considered a report from the Town Clerk outlining recommendations from the Finance & Audit Committee relating to the Corporate Risk Assessment

RESLOVED members noted the progress on the actions identified in the Corporate Risk Assessment.

RESOLVED members approved the 2022/23 Corporate Risk Assessment.

117/2021 (TC) Asset Register

Members considered a report from the Town Clerk outlining recommendations from the Finance & Audit Committee relating to the Asset Register

RESOLVED members approved the asset register policy.

RESOLVED members authorised the disposal of the Viewing Platform at Damens Nature Reserve due to ongoing vandalism.

RESOLVED members noted the updated asset register for 2022 as recommended by the Finance & Audit Committee.

118/2021 (TC) Staff Appraisal Policy

Members considered a report from the Town Clerk outlining recommendations from the Human Resources Committee relating to the Staff Appraisal Policy

RESOLVED members approved the recommendation from the Human Resources Committee to specify in the policy that any salary increase resulting from the appraisal process will take effect from 1 October in the same year the appraisal was completed.

119/2021 (TC) Pension Discretion Policy

Members considered a report from the Town Clerk detailing a new Pension Discretion Policy.

RESOLVED members approved the Pension Discretion Policy statement

120/2021 (TC) Annual Calendar

Members considered a report from the Town Clerk detailing the calendar of meetings for 2022/23.

RESOLVED members approved the annual calendar.

121/2021 (TC) Annual Accounts & Earmarked Reserves

Members considered a report from the Responsible Financial Officer on the annual accounts and Earmarked Reserves

Resolved members noted the contents of the report and to have regard to the information contained within this report.

RESOLVED members approved the recommendation of the Finance & Audit Committee to approve the schedule of reserves.

RESOLVED members noted the projected revenue surplus estimates contained within this report.

RESOLVED members noted the provisions and schedules for the preparations of the Council's annual accounts to be prepared by the RFO as the Council's s151 officer.

122/2021 (TC) External Bodies Report

NOTED members received general updates from members appointed to external bodies:

| Organisation | Representative |
|---|-----------------------|
| Oakworth Village Society | Cllr Mark Curtis |
| Town Deal Board | Cllr Peter Corkindale |
| YLCA | Cllr Mick Westerman |
| Bronte County Partnership | Cllr Chris Herd |
| Bradford District Local Council's Liaison Group | Cllr Julie Adams |
| Keighley Child Exploitation Steering Group | Cllr Mick Westerman |

Oakworth Village Society – Cllr Curtis

The Village Society has held its AGM since the last meeting of the Town Council. At this meeting, the current governing committee was re-elected, and a full report was given on the group's, strong financial status.

Following this, a presentation was given by the Deputy Lord Lieutenant Robin Wright the managing director of Wyedean Weaving in Haworth. Through this, he explained the nature of his role as a representative of the Queen and also the long and very interesting history of military uniforms, braids and accoutrements.

The society continues to meet regularly at Holden Hall and is looking forward to holding the Oakworth Gala once more after it was cancelled for two years because of Covid. It will also be seeking to run its annual Christmas Fair again after a very successful run last year

Town Deal Board – Cllr Corkindale

The first tranche of funding has been confirmed and will start to be distributed shortly. The fund includes the Keighley Arts & Film Festival and the Keighley Womens Action Centre.

YLCA – Cllr Westerman/Graham

Nothing to report

Bronte County Partnership – Cllr Herd

The Tourism Fair is scheduled for 30 March 2022.

Bradford District Local Council’s Liaison Group – Cllr Adams

Nothing to report

Keighley Child Exploitation Steering Group – Cllr Westerman

No meeting has been held for over 2 years. There is going to be an attempt to reconstitute the Steering Group

123/2021 (TC) Green Space Campaign Group Representative

Members considered a request to appoint a council representative to the campaign group committee.

The following nominations were received;

Cllr Cook proposed by Cllr A Walker seconded by Cllr Dowse
Cllr Westerman proposed by Cllr Corkindale seconded by Cllr Kirby

On being put to the vote it was;

RESOLVED to appoint Cllr Cook as the Council’s representative.

124/2021 (TC) Date and time of next meeting

RESOLVED that the next meeting will be held on Thursday 19 May 2022 6.30pm.

Signed **Date**
Chair