



KEIGHLEY TOWN COUNCIL

Mr. Joe Cooney
Town Clerk to the Town Council
31 October 2022

Email: townclerk@keighley.gov.uk

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **Watch & Transport Committee** which will be held at Keighley Town Council, Civic Centre, North Street, Keighley, BD21 3RZ on **Monday 7 November 2022 at 6pm.**

Mr. Joe Cooney
Town Clerk

COMMITTEE MEMBERSHIP

Cllr P. Cook - Chair	Cllr P. Corkindale
Cllr M. Anayat - Vice Chair	Cllr M. Dowse
Cllr A. Ahmed	Cllr J. Lawless
Cllr E. Bernardini	Cllr L. Maunsell – Ex-officio
Cllr J. Akhtar	

*Committee Terms of Reference are contained within the Scheme of Delegation.

ADJOURNMENT FOR PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting:

- Members of the public wishing to speak are to have given three working days' notice to the Town Clerk; this may be waived at the Chairman's discretion.
- Any member of the public shall not speak for more than five minutes.
- In the event of more than three members of the public wishing to address the Council then priority will be determined by the Chairman, based on subject matter.
- A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chairman may direct that a written response will be provided after the meeting.

Recording at Council Meetings is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Town Council's Recording of Meetings Policy. Anyone wishing to record must contact the Town Clerk prior to the start of the meeting. Any recording must be conducted openly and not in secret.

AGENDA

1. Welcome from Chairman

Members are reminded to consult the Standing Orders regarding conduct at meetings. Member's attention is particularly drawn to Standing Order 1.

2. Apologies for absence

Members are asked to receive apologies of absence for this meeting.

3. Declarations of Interest

To receive 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.

Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring Officer.

- i) Declarations of Interest from Members
- ii) Declarations of Interest from Officers

4. Public Question Time and Participation

Members of the public are advised that they are welcome to ask questions about items on the Agenda. It is not always possible to give a verbal response at the meeting and questions may receive a written reply. No resolution can be made under this item.

Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

5. Minutes – For Decision

Members are asked to approve the minutes of the meeting of the Watch & Transport Committee held on Monday 5 September 2022.

Copy attached

6. Keighley Bus Museum – For Discussion

To receive a verbal update on issues facing the Keighley Bus Museum from invited guests from the museum.

To Follow

7. Police/Crime Report – For Noting

To receive a verbal update on Policing issues across Keighley.

8. Bradford Council Highways Report – For Noting

To receive a verbal update on highways issues across Keighley.

9. Speed Indication Devices – For Discussion

To discuss the purchase and allocation of Speed Indication Devices.

10. CCTV – For Decision

To consider the attached report on CCTV provision.

To Follow

11. Speeding Action Plan – For Decision

To consider the attached report and update on the Speeding Action Plan.

Copy attached

12. Progress Report – For Noting

To receive the progress report following the last meeting held Monday 5 September 2022.

Copy attached

13. Period 7 Finance Position Statement – For Noting

To receive a report from the RFO on the Committee budget for Financial year 2022/23.

Copy attached

14. Draft Budget 2023/24 – For Decision

To consider the Committee Budget request for 2023/24 to be submitted to the Budget Working Group.

Copy attached

15. Grit Bins – For Noting

To receive a verbal update on the Council's grit bin provision.

Copy attached

16. Town Plan – For Decision

To consider a report and receive a progress update on the Town Plan.

Copy attached

17. Keighley Flood Plan – For Noting

To receive a verbal report from the Deputy Town Clerk.

18. Future Items – For Decision

Councillors are asked to suggest any agenda items for future meetings.

19. Date of next meeting

The date of the next meeting of this committee will be held on Monday 9 January 2023 at 6.00pm.

OFFICER SUPPORT TO THE MEETING

Officers scheduled to attend: Pip Gibson, Deputy Town Clerk
Brian Morris, Contracts & IT Officer

APOLOGIES

Contact the office during normal opening hours (01535) 872126
Email: sarah.kissack@keighley.gov.uk

Late apologies should be made by phone to the senior officer
scheduled to attend.



KEIGHLEY TOWN COUNCIL

Minutes of the Watch & Transport (WT) Committee held on Monday 5 September 2022.

Present:

Councillor Cook - Chairman
 Councillor Anayat
 Councillor Ahmed
 Councillor Akhtar
 Councillor Dowse
 Councillor Corkindale
 Councillor Lawless
 Councillor Maunsell – Ex Officio

Also Present:

Joe Cooney, Town Clerk
 Inspector John Barker, West Yorkshire Police
 Simon D'Vali, Principal Engineer, BMDC

Minute Ref	Agenda Item
015/2022 (WT)	Welcome from Chairman Cllr Cook welcomed members to the meeting. Members observed a minute silence in memory of former Cllr John Philip who died today.
016/2022 (WT)	Apologies for Absence None.
017/2022 (WT)	Declaration 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.
018/2022 (WT)	Public Question Time None.
019/2022 (WT)	Minutes RESOLVED Members approved the minutes of the meeting of the Watch & Transport Committee held on Monday 6 June 2022.
020/2022 (WT)	Police/Crime Report

	<p>Inspector Barker provided members with an update on recent police operations in Keighley.</p> <p>Inspector Barker provided statistics for Operation Shipton which is the dedicated operation to tackle anti-social driving funded by the Town Council.</p> <p>Members asked Inspector Barker if more information on the timings of deployments for both Operation Shipton and PSCO led speed watch deployments.</p> <p>Members thanked Inspector Barker for the update.</p>
021/2022 (WT)	<p>Highways Update</p> <p>Simon D'Vali from Bradford MDC highways department provided an update on the work being undertaken by Bradford MDC in Keighley.</p> <p>Speed Monitoring devices will be installed on Queens Road and Spring Gardens Lane following requests from West Yorkshire Police.</p> <p>Training for Councillors on Installing Speed Indication Devices (SID's) has been arranged for Tuesday 13 September 2.00pm, Fell Lane, Keighley.</p> <p>Bradford MDC has been chosen to be part of a national pilot for new noise cameras which monitor vehicle noise. The current proposed location for the new device is Fell Lane and the pilot is expected to last approximately 6 months.</p> <p>Members thanks Simon D'Vali for the update.</p>
022/2022 (WT)	<p>Speeding at Fell Lane & Westburn</p> <p>Members discussed the SID deployment on Fell Lane and agreed that as many Councillors as possible should be trained in how to install the SID Device.</p> <p>RESOLVED requests the Town Clerk share details of the upcoming training with all town councillors.</p>
023/2022 (WT)	<p>Speeding Action Plan</p> <p>Members considered an update report from the Assistant Town Clerk/CDO on the tasks identified in the Speeding Action Plan.</p> <p>RESOLVED Members note the progress made against the Speeding Action Plan.</p> <p>RESOLVED members delegated authority to the Assistant Town Clerk to spend up to £2,000 on the anti-speeding campaign.</p> <p>RESOLVED members Cllrs Akhtar, Cook, Corkindale and Lawless to judge the School Competition.</p>

024/2022 (WT)	<p>Progress Report</p> <p>Members received a progress update on decisions taken at the last committee meeting on Monday 6 June 2022.</p> <p>NOTED.</p>
025/2022 (WT)	<p>Budget Report</p> <p>Members received an update report from the Responsible Financial Officer on the allocated committee budget.</p> <p>NOTED.</p>
026/2022 (WT)	<p>CCTV Update</p> <p>Members received an update report from the Assistant Town Clerk/CDO on the various CCTV schemes.</p> <p>RESOLVED members noted the update on the Long Lee CCTV.</p> <p>RESOLVED members noted the update on the Mobile CCTV Scheme.</p> <p>RESOLVED members noted the update on the Devonshire Park CCTV.</p>
027/2022 (WT)	<p>Grit Bins</p> <p>Members received a report from the Assistant Town Clerk/CDO on the preparation for the winter gritting season.</p> <p>RESOLVED members approve the updated contract with the current supplier.</p> <p>RESOLVED members delegated to the Assistant Town Clerk authority to allocate and spend up to £8,000 from the Watch & Transport budget on the grit bin contract, grit and grit bin purchases.</p> <p>RESOLVED members note the updates on the allocation of grit bins across the Parish.</p>
028/2022 (WT)	<p>Boundary Signs</p> <p>Members considered a report from the Assistant Town Clerk/CDO on the annual maintenance of town council owned boundary signs.</p> <p>RESOLVED members approved the extension of the existing contract for a further 12 months at a cost of £176 to be funded from the Watch & Transport budget.</p>
029/2022 (WT)	<p>Town Plan</p> <p>Members received an update report from the Assistant Town Clerk/CDO on the town plan progress.</p>

	<p>RESOLVED members appointed Cllr Lawless as the third representative on the Town Plan Steering Group.</p> <p>RESOLVED members noted the Town Plan progress.</p>
030/2022 (WT)	<p>Future Agenda Items</p> <p>Members requested the following items be added to the next committee agenda:-</p> <ul style="list-style-type: none"> - Keighley Flood Plan - SID's <p>RESOLVED to add the above items to the next committee agenda.</p>
031/2022 (WT)	<p>Date of next meeting</p> <p>RESOLVED The date of the next meeting of this committee will be held on Monday 7 November 2022.</p>

Signed
Chair

Date

KEIGHLEY TOWN COUNCIL

Item 11

REPORT TO WATCH & TRANSPORT COMMITTEE



REPORT AUTHOR	Deputy Town Clerk Pip Gibson
EMAIL	pip.gibson@keighley.gov.uk
Date	Monday 7 November 2022

SUBJECT	Speeding Action Plan
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PURPOSE:

1. To update members on the progress made towards the Speeding Action Plan.

RECOMMENDATION(s):

2. Members note the progress made.
3. Members delegate the Deputy Town Clerk to issue a Correx board banner to each of those schools that didn't enter the competition.

REASONS FOR RECOMMENDATION:

4. The Action Plan sets out how Keighley Town Council can contribute towards a reduction in the number of speeding vehicles across Keighley, whilst recognising the plan cannot be delivered without the support and co-operation of partner organisations.

SUMMARY OF KEY POINTS:

5. The Speeding Action Plan sets out what the Town Council would like to achieve, and which partners will be needed to deliver against the action.

Speeding Hotspots

6. 13 new Speeding Questionnaires have been received since 25th August 2022. See Appendix A. These have been shared with partners.
7. There have been 697 questionnaires completed in total.
8. PCSO Speedwatch figures for September/October can be viewed at the meeting.

Operation Shipdon (Steerside)

9. An update, including deployments, work undertaken and results, will be reported back verbally to the Council on a regular basis and at this meeting.

Speed Indication Devices

10. Training to replace the batteries in SIDs has taken place during September and was attended by the Council's Allotments & Landscapes Officer and Councillor Nazam.
11. The SID at Fell Lane is currently not working.

Anti-speeding Campaign

12. As part of the anti-speeding campaign in Schools, the Council has met with West Yorkshire Fire Service to discuss activity in Secondary Schools and College. A representative will attend this meeting to discuss options.
13. All 19 Primary Schools in the Parish were contacted in June, July, September and October with the offer of entering the anti-speeding competition.
14. Laycock, Our Lady Of Victories, Eastwood Community, Long Lee and Ingrow Primary Schools submitted entries.
15. The winning designs for each of these Schools were judged and chosen by Councillors Lawless and Akhtar on 26th October 2022. See Appendix B.
16. Riddlesden St Mary's Primary School asked for an extension of 7th November.
17. The winning designs will be announced in November and will then be printed onto a Correx board and placed on the railings at the School. A photoshoot with press release will be organised.
18. Each winner, one child per School, will receive a £20 high street voucher.
19. Irrespective of a school not entering the competition, it would be beneficial for each school to receive a banner. This banner could either be a generic banner or a design from those schools that did enter the competition.
20. All costs associated with this competition will be within its £2,000 budget.

Parking Buddies

21. Road safety 'Parking Buddies' are pavement signs that can be placed near schools. Messages include: "Slow Down", "No Parking" or you can choose your own. See Appendix C.
22. Reflective signs cost approx. £216.45 each or £1,965.60 (plus VAT) per pack of 10 (£195.56 each). Postage £40.
23. The cost for 1 per Primary School would be approx. £4,000.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION:

24. £8,000 from the Watch & Transport 2022/23 Budget.

TOWN PLAN IMPLICATIONS:

25. Meets the Town Plan Key Objectives: CP016, CD004, CD005, DLE017

CLIMATE CHANGE IMPLICATIONS:

26. N/A

COMMUNITY IMPACT:

27. Residents raised several concerns regarding speeding issues across Keighley. It was agreed rather than address each of these issues in isolation to consider what could be done to tackle the wider problem of speeding vehicles in Keighley.
28. Ultimately, the Town Council has no role in the policing or enforcement of speeding in Keighley, however, it can be the voice of residents in Keighley who are concerned about the number of speeding vehicles.
29. The council can also be the facilitator that brings together all the various partners who are involved in reducing speeding in Keighley.
30. The Speeding Action Plan sets out what the town council would like to achieve, and which partners will be needed to deliver against the action.

POLICY IMPLICATIONS:

31. N/A.

DETAILS OF CONSULTATION:

32. Questionnaire set up on the Council's website to collate information gathered to be used as evidence for areas of need. The data will help with decisions about what further measures may be required – such as speed bumps, community speedwatch schemes or extra policing.

BACKGROUND PAPERS:

33. Appendix A Speeding Questionnaire.
34. Appendix B Parking Buddies.

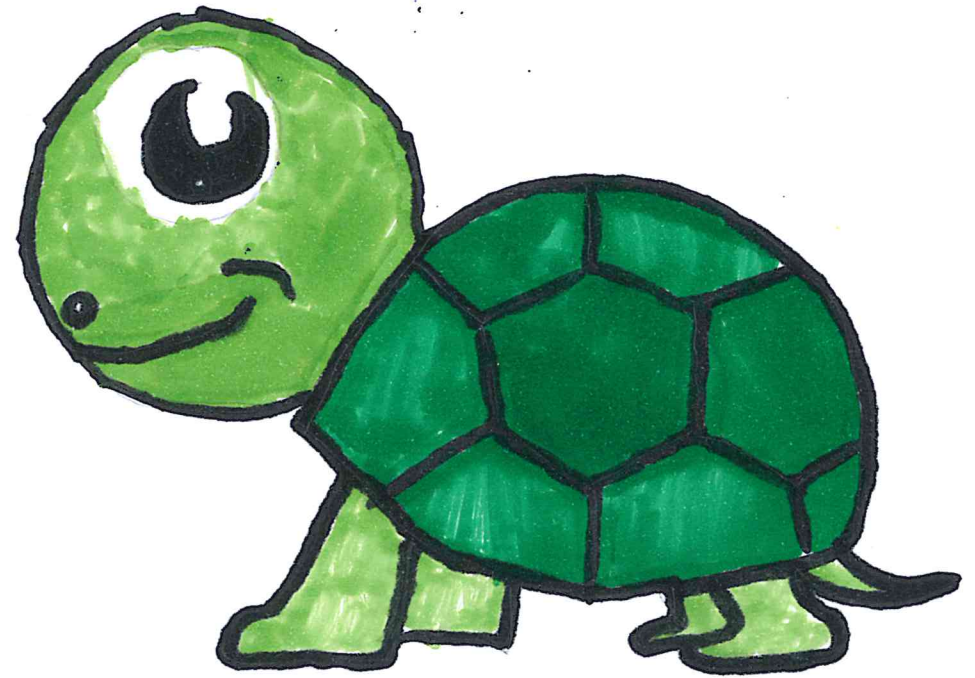
FURTHER INFORMATION PLEASE CONTACT: Pip Gibson, pip.gibson@keighley.gov.uk, 01535 872126

#	Date Submitted	Name of road or specific location affected?	What is the speed limit at this location? (If you know)	Is there a particular time frame when the speeding takes place?	What would you like to see happen to reduce speeding in this location?
685	04/09/2022	Lawkhole Lane and Parson Street	20	All day	Speed Cameras and more police presence
686	20/09/2022	Bradford road near Victoria park	30	Late evening and night	Warning signs or more police patrol
687	22/09/2022	West lane	30	All day	Anything to reduce the speed!!! speed camera and the speed limit on this road down to 30
688	22/09/2022	Holme House Ln, top of fell lane ,Keighley		all times of day , day time the worst .	, walk along the road with car doing 50 - 60+ is dangerous . Digital speed signs to make drivers realise speed limit, also speed bumps would slow cars down. We could in general have average speed cameras around keighley to slow drivers down
689	22/09/2022	Highfield road	30	Evenings and weekends rush and after 6pm till night	
690	22/09/2022	Bottom of Highfield Road to top of Highfield Road	30	when boy racers are out	Speed cameras or speed bumps I would like to see some kind of traffic calming measure in place it's particularly bad because there is the steam train and a lot of standing traffic with barely any warning signs, the speeders tend to speed down hill more than up and one of these days there is going to be a bad accident, it's not good for local children elderly and not to mention pets.
691	22/09/2022	Station road oakworth (towards the bottom end)	20,30	Morning and evening rush hour	
692	22/09/2022	Station road Steeton	30	Late evening is the worst evening from 5 ish are worst, and the weekend. Any time	Speed cameras
693	22/09/2022	Station Road, Oakworth, from the school to the	20	it is not clogged with school	Speed humps, more signage, anything to calm speeds on a residential road being used as a rat run Cars parked at either side mean the road can be one lane in areas
694	27/09/2022	Exley Road	20	Morning, School Times, Tea Time	There is a school at the top of the road where staff are parking their cars on Exley Road causing more congestion for residents

695	03/10/2022	Main Street, Stanbury	20 All day	Speed cameras
696	15/10/2022	parkwood street	20 `all day	speed cameras
697	24/10/2022	parkwood street	20 all the time	speed cameras and police video vans



DONT GO FAST
LIKE ME !



SLOW DOWN
LIKE ME !

Childs' Name

Matthew Turner

School Name

Lonebe

Class

5 marble



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01535 66 71 71

SLOW DOWN



Childs' Name

Isla - Hill

School Name

matow primary

Class

5 Bats



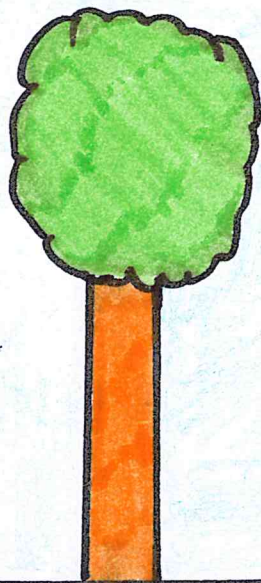
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SPEED KILLS



Childs' Name

Fahima

School Name

Eastwood Community School

Class

6SV

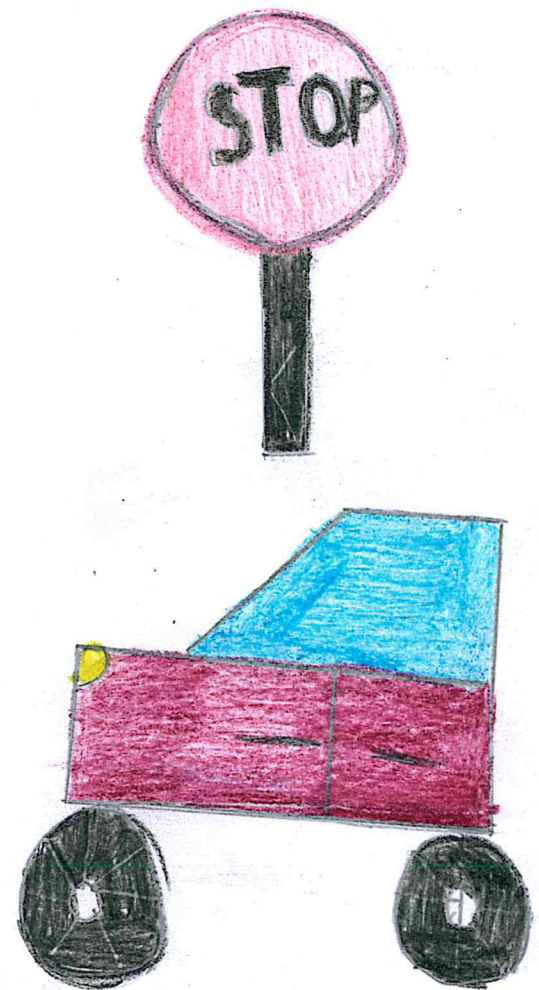
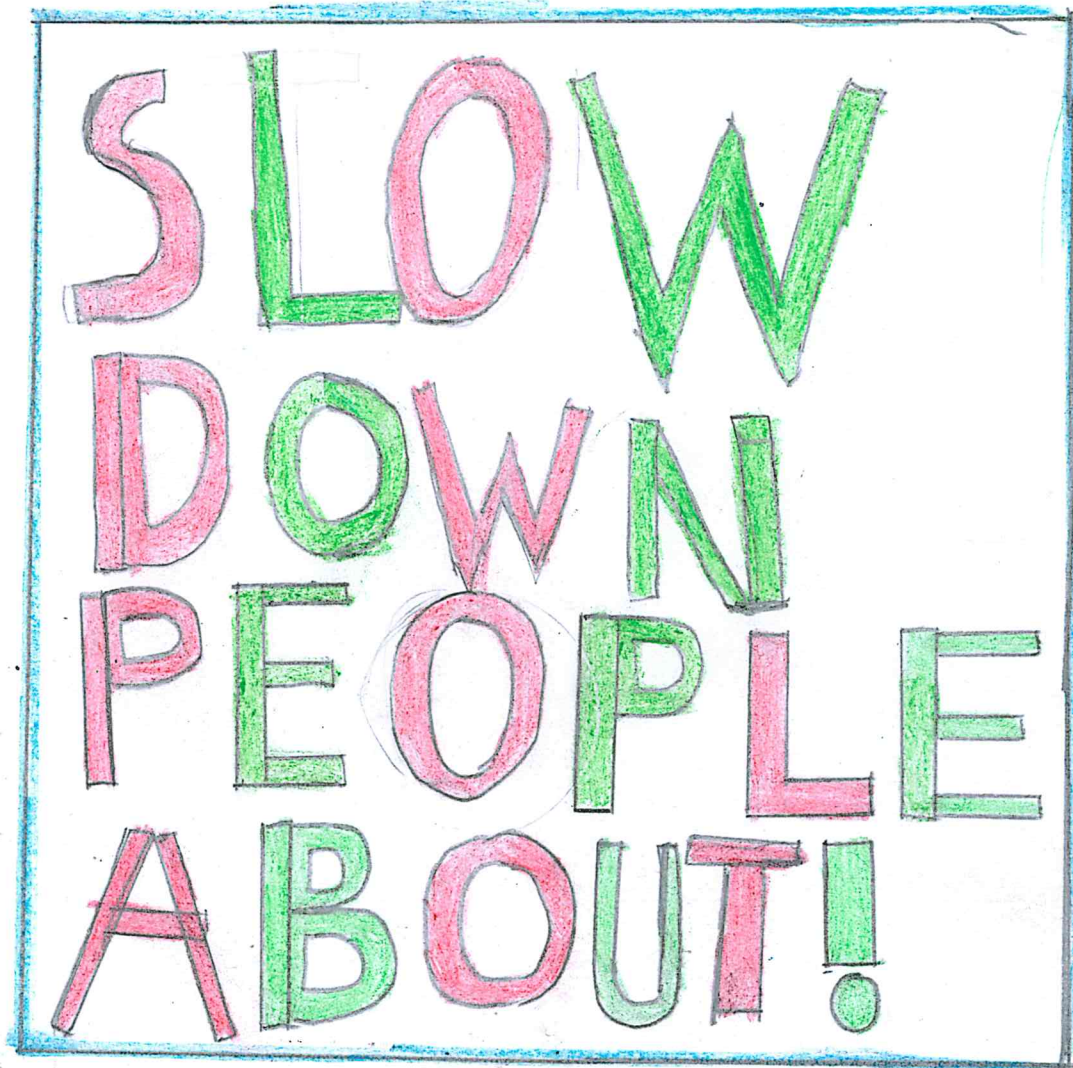


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Childs' Name

Hooria Faisal

School Name

Our Lady of victories

Class

Yr 6

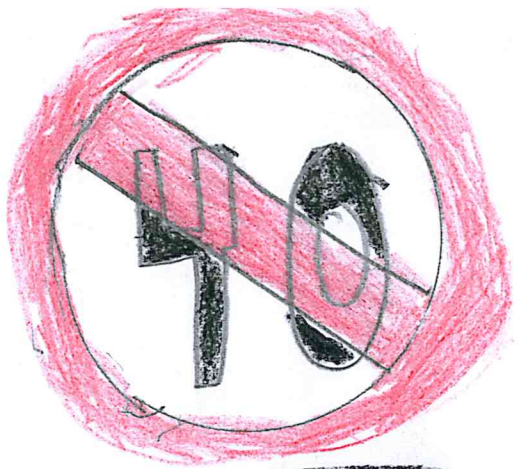


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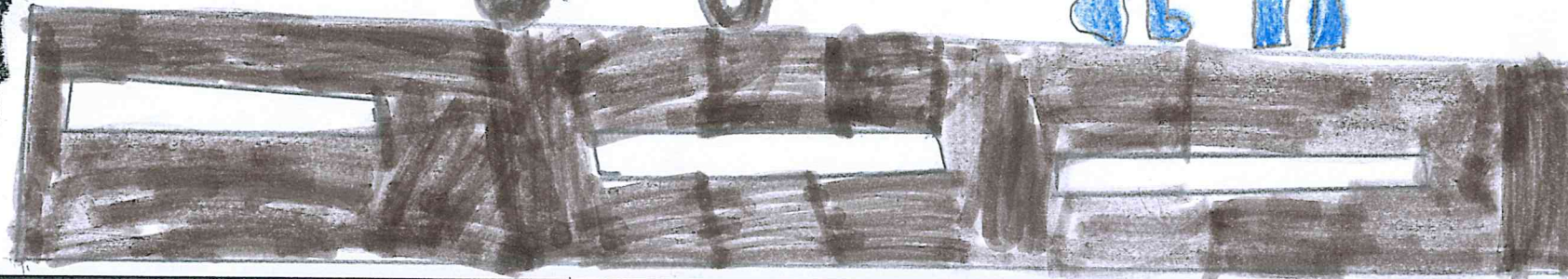
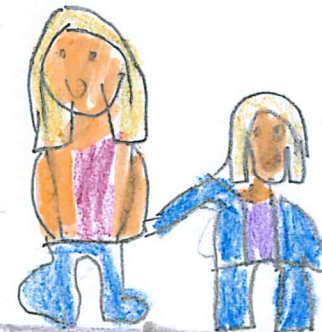
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KILL
your
Speed
not a
Child



20
STOP speeding
IT'S PLENTY



Childs' Name

Layla Groarkle

School Name

Laycock Primary School

Class

Year 5/6



Project Sponsored by

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01535 66 71 71

Parking Buddies



Costs:

From £185. With reflective £216.45

Bulk pack of 10 with reflective £1965.00

Delivery £40

Popular messages to choose from include:

"Slow Down"

"Think Before you Park"

"No Parking"

"Caution – Think Before you Park"

"Please do not park here"

"Don't park on the Zig Zags"

...or choose your own.

- Quick and easy to assemble – no tools required
- Customised the Design! (School Logo / Uniform Colours / Own Message) – please let us know your requirements
- Strength and security – unique wedge locks panel into the base
- Low centre of gravity for optimum stability
- Minimal obstruction to pedestrians and Children
- Shaped Kiddie Cut Out Design with School Logo
- 964mm Height × 633mm panel with Base 1100mm × 633mm Approx depending kiddie design
- Double Sided Laminated Graphics
- Please note the price shown is for 1 unit only
- Lead Time 7 – 10 Working Days
- We will send proposed designs to your email for approval before manufacture



REPORT FROM: DEPUTY TOWN CLERK

TO: WATCH & TRANSPORT COMMITTEE

DATE: 7 NOVEMBER 2022

Report Author: Pip Gibson

Tel No: 01535 872126

Email: pip.gibson@keighley.gov.uk

**PROGRESS REPORT ON DECISIONS TAKEN AT THE
WATCH & TRANSPORT COMMITTEE MEETING
DATED 5 SEPTEMBER 2022**

Item No	Committee Decision	Update
1.	022/2022 (WT) Speeding at Fell Lane & Westburn RESOLVED requests the Town Clerk share details of the upcoming training with all town councillors.	Training carried out.
2.	023/2022 (WT) Speeding Action Plan RESOLVED members delegated authority to the Assistant Town Clerk to spend up to £2,000 on the anti-speeding campaign. RESOLVED members Cllrs Akhtar, Cook, Corkindale and Lawless to judge the School Competition.	Actioned Meeting organised for judging.
3.	027/2022 (WT) Grit Bins RESOLVED members approve the updated contract with the current supplier.	Contract signed

	<p>RESOLVED members delegated to the Assistant Town Clerk authority to allocate and spend up to £8,000 from the Watch & Transport budget on the grit bin contract, grit and grit bin purchases.</p> <p>RESOLVED members requested the Town Clerk inspect the grit bin on Belgrave Road to determine if it meets the Town Council criteria. If it does meet the criteria the adoption of the grit bin will be added to the next committee agenda for consideration.</p>	<p>Actioned</p> <p>This bin location has been inspected and does not meet the criteria of the Grit Bin Policy</p>
4.	<p>028/2022 (WT) Boundary Signs</p> <p>RESOLVED members approved the extension of the existing contract for a further 12 months at a cost of £176 to be funded from the Watch & Transport budget.</p>	Actioned
5.	<p>029/2022 (WT) Town Plan</p> <p>RESOLVED members appointed Cllr Lawless as the third representative on the Town Plan Steering Group.</p>	Actioned
7.	<p>030/2022 (WT) Future Items</p> <ul style="list-style-type: none"> - Keighley Flood Plan - SID's <p>RESOLVED to add the above items to the next committee agenda.</p>	All items are on the Agenda.

KEIGHLEY TOWN COUNCIL

Item 13

REPORT TO THE WATCH & TRANSPORT COMMITTEE



REPORT AUTHOR	Responsible Financial Officer (RFO) Peter Clarke
EMAIL	peter.clarke@keighley.gov.uk
Date	Wednesday 7 November 2022

SUBJECT	Period 7 Finance Position Statement for 2022-23
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PURPOSE:

1. This report provides Members with an update on the financial position of the Watch & Transport Committee for 2022-23. It outlines the revenue budget and financial position based on information at the end of October 2022.

RECOMMENDATIONS:

2. Members approve £980 for the cost of removing the phone box from Devonshire Street and siting at Victoria Primary School.
3. That the report is noted.

REASONS FOR RECOMMENDATION:

4. The report is to update the Committee.

INTRODUCTION:

5. This report is the second monitoring report presented to Members of the Watch & Transport Committee on the Committee's 2022-23 budget. It provides the forecast revenue and capital financial position of the Committee at the 31st March 2023.
6. This report gives details of expenditure by budget heading and makes note of significant variances.

EARMARKED RESERVES:

7. The Council has allocated the following Earmarked which fall under the remit of the Watch & Transport Committee. The Committee is able to draw down on these Earmarked Reserves for the purposes specified.

8. The Earmarked Reserves are as follows:

	Total Ear. Reserve £000	Total Draw Down £000	Remaining Amount £000
CCTV Devonshire Park	7	-	7
CCTV Long Lee	6	-	6
CCTV Mobile	6	-	6
Total Cost	19	-	19

9. The above reserves will remain until the amount is drawn down the committee or relevant officer, or the Council resolves to return the reserve to the General Fund.

BUDGET:

10. The total budget for the committee is £21k.
11. Since the 1st April 2022 the committee has spent none of that budget.
12. Members approved the cost of £980 towards the cost of removing the phone box from Lawkholve Lane and siting at Victoria Primary School at their meeting on 6th September 2021. The phone box from Devonshire Street was removed and taken to Victoria Primary School.
13. This cost was not earmarked across into this year's budget.
14. Members are asked to allocate £980 from the current budget.
15. The committee has also committed to £8k worth of expenditure with regards to the grit bin scheme.
16. The committee's remaining revenue budget is £11k.

	Total Budget £000	Total Spent £000	Remaining £000
Yearly Grit	2	-	2
10 New Grit Bins	1	-	1
Grit Bin Maintenance Contract	4	-	4
New Speed Indicator Device	3	-	3
SID Maintenance	2	-	2
Speeding Action Plan	3	-	3
Boundary Signs Maintenance	-	-	-
Additional Mobile CCTV	6	-	6
Total Cost	21	-	21

TOWN PLAN IMPLICATIONS:

17. N/A.

CLIMATE CHANGE IMPLICATIONS:

18. N/A.

COMMUNITY IMPACT:

19. N/A.

POLICY IMPLICATIONS:

20. N/A.

DETAILS OF CONSULTATION:

21. N/A

APPENDICES:

22. N/A.

BACKGROUND PAPERS:

23. N/A.

FURTHER INFORMATION PLEASE CONTACT: Peter Clarke,
peter.clarke@keighley.gov.uk, 01535 872126

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KEIGHLEY TOWN COUNCIL

Item 14

REPORT TO THE WATCH & TRANSPORT COMMITTEE



REPORT AUTHOR	Pip Gibson Deputy Town Clerk
EMAIL	pip.gibson@keighley.gov.uk
Date	Monday 7 November 2022

SUBJECT	Watch & Transport Budget 2023/24
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PURPOSE:

1. To seek members views on a budget request for financial year 2022/23, which will be submitted to the Budget Working Group for consideration.

RECOMMENDATION(s):

2. Members request an overall budget of £22,000 for financial year 2023/24.

REASONS FOR RECOMMENDATION:

3. To provide oversight of the council's financial management.

SUMMARY OF KEY POINTS:

4. To form part of the budget planning process for 2023/24 members are asked to consider their budget requirement for the year ahead. This information will be considered by the Budget Working Group who will make a recommendation to the Finance & Audit Committee and ultimately Full Council for approval in January 2023.
5. To assist members in considering their budget requirements officers have devised a draft budget, to meet the likely priorities for the next financial year.
6. Details of the draft budget have been included in the table below along with a comparison to the requests made by the committee for the current financial year:-

Item	2023/24	2022/23
Watch & Transport	22,000	20,876
Total	22,000	20,876

7. The officers are recommending an increase in several budget lines, to better represent the needs of the council. The total budget request has been increased to accommodate inflationary rises.
8. Members are asked to consider the officer budget and make a recommendation to the Budget Working Group.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION:

9. Members request £22,000 for their 2023/24 budget provision.

TOWN PLAN IMPLICATIONS:

10. Meets the Town Plan Key Objectives: CP012, CP016, CP020,

CLIMATE CHANGE IMPLICATIONS:

11. N/A.

COMMUNITY IMPACT:

12. N/A.

POLICY IMPLICATIONS:

13. N/A.

DETAILS OF CONSULTATION:

14. N/A.

BACKGROUND PAPERS:

15. N/A.

FURTHER INFORMATION PLEASE CONTACT: Pip Gibson, pip.gibson@keighley.gov.uk, 01535 872126

KEIGHLEY TOWN COUNCIL

Item 15

REPORT TO WATCH & TRANSPORT COMMITTEE



REPORT AUTHOR	Pip Gibson Deputy Town Clerk
EMAIL	pip.gibson@keighley.gov.uk
Date	Monday 7 November 2022

SUBJECT	Grit Bin Report
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PURPOSE

1. To effectively manage the Town Council's grit bin provision.

RECOMMENDATION(s):

2. Members note the spend on grit and the first fill.

REASONS FOR RECOMMENDATION:

3. To effectively manage the Town Council's grit bin provision.

SUMMARY OF KEY POINTS:

4. Grit costs £67.60 per tonne and can only be purchased in 20 tonne loads. The cost of which is £1352.00. The Council has purchased 20 tonnes for delivery to the contractor's storage depo in early November.
5. The date of the first fill of all the Council's grit bins is expected during November/December, dependent on the weather forecast.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION:

6. The cost of the contract and purchase of grit/grit bins will be met from the £8,000 Watch & Transport budget.

TOWN PLAN IMPLICATIONS:

7. Meets with Town Plan Key Objectives: CP016 & DLE017

CLIMATE CHANGE IMPLICATIONS:

8. N/A

POLICY IMPLICATIONS:

9. N/A

DETAILS OF CONSULTATION:

10. N/A

BACKGROUND PAPERS:

11. N/A

FURTHER INFORMATION PLEASE CONTACT: Pip Gibson, pip.gibson@keighley.gov.uk,
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KEIGHLEY TOWN COUNCIL

Item 16

REPORT ON TOWN PLAN PROGRESS



REPORT AUTHOR	Pip Gibson Deputy Town Council
EMAIL	pip.gibson@keighley.gov.uk
Date	Monday 7 November 2022

SUBJECT	TOWN PLAN REPORT
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PURPOSE:

1. To inform Members of the progress made towards the Town Plan Key Objectives.

RECOMMENDATION(s):

2. That Members use this information to make decisions and allocate funding where applicable with specific reference to the Committee's areas of responsibility within the Town Plan.

REASONS FOR RECOMMENDATION:

3. The Council is responsible for the delivery of the Town Plan, either through the implementation of its own projects and activities, individually, in partnership with key service providers or by commissioning projects and services from third party organisations, groups and individuals.

SUMMARY OF KEY POINTS:

4. Forthcoming Town Plan Steering Group meeting dates to be announced following the community consultation period for the new Town Plan 2023-2027.
5. The Town Plan 2020-23 sets out the Council's aims and objectives over a 3-year period. This year will see the final year of the Plan.
6. The Town Plan Steering Group meets quarterly to develop and monitor a general strategic approach and champion the Town Plan's vision and objectives.
7. It is important that all Members are involved in the delivery of the Town Plan.

8. Chairs of Committees are asked to add to the Town Plan proposed Actions for their respective Committees in advance of the Town Plan Steering Group meetings.
9. It is the responsibility of the Chair of each Committee to attend the Town Plan Steering Group and to share this Committee's progress. If the Chair cannot attend, he/she must arrange for the Vice Chair or elected third Member of the Committee to attend.
10. The Chair of each Committee will share the discussion had at each Town Plan Steering Group meeting with Members of their Committee at their next meeting.
11. The Key Objectives, attached as Appendix A, detail the responsibilities of this Committee over the life of the Plan.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION:

12. With the exception of staffing and essential running costs, all other Council funding including Committee Budgets should be allocated with reference to Town Plan Objectives.

TOWN PLAN IMPLICATIONS:

13. All decisions should be made with direct reference to the Town Plan.

CLIMATE CHANGE IMPLICATIONS:

14. Wherever appropriate climate change considerations are factored into all activities implemented with reference to the Town Plan.

POLICY IMPLICATIONS:

15. There are no new policy implications arising from this report.

DETAILS OF CONSULTATION:

16. In some circumstances consultations may have taken place.

BACKGROUND PAPERS:

17. Town Plan.

FURTHER INFORMATION PLEASE CONTACT:

Pip Gibson, Assistant Town Clerk/CDO pip.gibson@keighley.gov.uk

Town Plan 2020-2023				
Key Objective	What we will do	Timescale	Who's responsible	Actions 2022/23
Civic Pride				
CP009	Promote civic pride and public participation.	Ongoing (2020-23)	All Councillors and staff	Events Programme 2022. CD Funded: Mini Bounce Planet; Youth Arts Development Programme; Outdoor Education Programme; People's Planters; Community Consultation; Keighley In Frame; Do it Yourself Ward Funding: Bookmarks; Bin Sponsorship (Todley Hall Rd & Westburn Avenue); Play in Parks; Mini Bounce; CCTV Long Lee Cricket Club; Grant Funded: Keighley in Bloom; Children's Literature Festival; Ma Kelly's Kitchen; Keighley Cricket Club; Lund Park Community Group; Keighley Lions; Events x 3 at Lund Park; Defib at Lund Park; Benches at Holden Park; Keighley Business Awards;
CP010	Maintain our signs and noticeboards to a high standard with regularly updated information.	Ongoing (2020-23)	Watch & Transport Committee	New double sided noticeboard in bus station installed. Town Hall Square noticeboards undergoing repair work.
Community Development				
Developing the Local Environment				
DLE005	Maintain all Keighley Town Council boundary signs to a high standard	Ongoing (2020-23)	Watch and Transport Committee	Boundary signs contract renewed and due for annual maintenance and inspection Winter 2022.
DLE017	Work with partners to improve community safety and address issues of anti-social behaviour in the town centre and local neighbourhoods	Ongoing (2020-23)	Watch & Transport	CCTV, Speeding Action Plan, partnership with BMDC/NPT/Fire
Arts & Culture				