



Shipley Town Council

Town Hall, Kirkgate, Shipley, BD18 3EJ
www.shipleytowncouncil.wordpress.com
shipleytownclerk@gmail.com
@ShipleyTC

Dear Councillors Hickson, Longhorn, Parkinson, Robison and Spiers,
You are hereby summoned to the meeting of the Shipley Town Council

ALLOTMENTS & GREEN SPACES COMMITTEE

to be held at 7.00pm on Thursday 11 March 2021

The meeting will be held remotely, in accordance with the *Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*.

An electronic link and telephone number to join the meeting will be sent to your electronic mail address, providing access to the meeting by video link or telephone.

Yours sincerely

Joe Ashton, Town Clerk, 7 March 2021

PUBLIC NOTICE

Meetings of Shipley Town Council are open to the press and public in accordance with the *Public Bodies (Admission to Meetings) Act 1960* and the *Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*.

Meetings of Shipley Town Council may be recorded and reported upon in accordance with the *Public Bodies (Admission to Meetings) Act 1960* and the *Openness of Local Government Regulations 2014*.

Members of the press and public requiring to view, listen to or participate in the meeting should use the video link or telephone number provided on the Shipley Town Council website at <https://shipleytowncouncil.wordpress.com/meetings/>. Please note that public participation is restricted to the designated session for that purpose*.

A G E N D A

ITEM 1 – COMMITTEE CHAIR

- 1.1 To receive the Chair's opening remarks

ITEM 2 – APOLOGIES FOR ABSENCE

- 2.1 To receive and note apologies for absence
- 2.2 To approve reasons for absence (if provided)

ITEM 3 – MINUTES

- 3.1 To receive the draft minutes of the meeting of the Allotments & Green Spaces Committee held 14 January 2021
- 3.2 To confirm, as a correct record, the draft minutes of the meeting of the Allotments & Green Spaces Committee held 14 January 2021, for signing by the Chair

ITEM 4 – MEMBERS' INTERESTS

- 4.1 To receive disclosures of members' pecuniary and other interests
- 4.2 To agree dispensations for interests (if applicable)

ITEM 5 – PUBLIC PARTICIPATION*

- 5.1 To adjourn the meeting for a period of public participation (to be managed in accordance with the relevant adopted Standing Order)
- 5.2 To invite district councillors and other guests to address the committee (if applicable)
- 5.3 To receive representations from Allotment Site Representatives (if any)

ITEM 6 – TOWN FUND ACCELERATOR (PARKS)

- 6.1 To receive an update regarding the proposed refurbishment of the skate area in Crowgill Park
- 6.2 To receive an update on the proposed improvements at Northcliffe Park including outdoor gym equipment and tennis courts
- 6.3 To note the improvements being made at Hirst Wood Recreation Ground including equipment and paths
- 6.4 To agree a response to the consultation by Fruitworks Co-operative (on behalf of Bradford Council) regarding the proposed community orchard at Otley Road Recreation Ground

ITEM 7 – LITTER-PICKS/CLEAN-UPS

- 7.1 To agree in principle that Shipley Town Council will support a "day of action" on litter and graffiti, working in partnership with Bradford Council, to be arranged for a date after the Annual Meeting of the Council

ITEM 8 – SHIPLEY IN BLOOM

- 8.1** To receive a verbal update from Councillor Spiers regarding the organisation of Shipley in Bloom
- 8.2** To note the decision of the Town Clerk regarding the procurement of up to twelve commercial-standard summer hanging baskets, to be erected on the existing brackets of the street lighting columns in Shipley Market Square, at a cost not to exceed £1,500 in total, to include erection, dismantling, watering, VAT and any other associated costs.

ITEM 9 – ALLOTMENT TRANSFERS AND MANAGEMENT

- 9.1** To receive the notes of the introductory meeting of the Allotments Forum held at 6.00pm on 11 March 2021
- 9.2** To receive a report from the Town Clerk updating the committee on all decisions taken to date regarding the transfer and management of the allotments at Carlton Avenue, Caroline Street and Red Beck
- 9.3** To any the recommendations arising

ITEM 10 – RED BECK ALLOTMENT SITE IMPROVEMENTS

- 10.1** To retrospectively agree the application for £10,000, submitted by the Town Clerk (in consultation with the members of the Allotments & Green Spaces Committee) to the West Yorkshire & Harrogate Health Partnership's Green Social Prescribing Fund, for the improvement of Red Beck Allotments
- 10.2** To consider the appointment of a project manager for the proposed Red Beck improvements (if agreed at Item 10.1)

ITEM 11 – COMMITTEE BUDGET

- 11.1** To review the committee's budget at year-end and make recommendations to the Management Committee (if any)
- 11.2** To agree an indicative breakdown of the budget for the management of the allotments in the year 2021/22

ITEM 12 – CORRESPONDENCE

- 12.1** To note correspondence received by the Town Clerk and which requires the attention of the committee under its terms of reference
- 12.2** To agree any actions arising

ITEM 13 – URGENT NOTICES AND REPORTS

- 13.1** To receive urgent notices and reports, for information only, from the Town Clerk
- 13.2** To receive urgent notices and reports, for information only, from Members of the Council

ITEM 14 – PUBLICITY

- 14.1** To agree the publicity statements arising from this meeting

ITEM 15 – FUTURE BUSINESS

- 15.1** To note the items of business arising for consideration at future meetings (Town Clerk to report)
- 15.2** To receive advance notice from Members as to tabled future business

ITEM 16 – CALENDAR OF MEETINGS

- 16.1** To agree the date of the next meeting of the Allotments & Green Spaces Committee (if required)

ITEM 17 – CONFIDENTIAL BUSINESS

To agree, under the provisions of the *Public Bodies (Admission to Meetings) Act 1960*, that exclusion of the press and public is required, during consideration of business of a confidential nature and in recognition that the disclosure of the confidential business to be transacted would be prejudicial to the public interest, for the following reasons:

Item 18: legal privilege and personal data

ITEM 18 – ALLOTMENT TRANSFERS (CONFIDENTIAL SESSION)

- 18.1** To receive an update from the Town Clerk in relation to the transfer of freehold land and associated tenancies
- 18.2** To agree any actions arising