



Shipley Town Council

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Dear Councillors Farren, Fielding, McHugh, North, Roberson and Watson,
and Nicole Williams

You are hereby summoned to the meeting of the Shipley Town Council

COMMUNITY ENGAGEMENT COMMITTEE

to be held at 7.00pm on Thursday 31 March 2022
in the Council Chamber, Town Hall, Kirkgate, Shipley, BD18 3EJ

Yours sincerely

A handwritten signature in black ink, appearing to read "Joe Ashton".

Joe Ashton, Town Clerk, 27 March 2022

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. 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.

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 – MEMBERS' INTERESTS

- 3.1** To receive disclosures of members' pecuniary and other interests
3.2 To agree dispensations for interests (if applicable)

ITEM 4 – PUBLIC PARTICIPATION

- 4.1** To adjourn the meeting for a period of public participation (to be managed in accordance with the relevant adopted Standing Order)
4.2 To invite district councillors and other guests to address the committee (if applicable)

ITEM 5 – DRAFT MINUTES

- 5.1** To receive the draft minutes of the previous ordinary meeting of the Community Engagement Committee held 27 January 2022
5.2 To agree the draft minutes of the previous ordinary meeting of the Community Engagement Committee held 27 January 2022 as a correct record for signing by the Chair

ITEM 6 – DECISION LOG

- 6.1** To review and update the Committee's decision log

ITEM 7 – KIRKGATE CENTRE

- 7.1** To receive a presentation from Nicole Williams (Manager of the Kirkgate Centre) regarding the use of the Kirkgate Centre for community activities

ITEM 8 – YOUTH COUNCIL

- 8.1** To consider a proposal from the Kirkgate Centre regarding the creation of a Youth Council for Shipley
8.2 To agree any support the Town Council can provide

ITEM 9 – TOWN COUNCIL MISSION STATEMENT

- 9.1** To agree a mission statement for the Town Council

ITEM 10 – TOWN COUNCIL LOGO AND BRANDING

- 10.1** To finalise and agree the design of the new Town Council logo, including:
- Graphic
 - Font
 - Colours

- 10.2** To agree a date(s) for introduction of the new logo
- 10.3** To agree any further actions arising

ITEM 11 – TOWN COUNCIL WEBSITE

- 11.1** To receive an update on the creation of the new website for Shipley Town Council, including:
 - (1) Proposed structure/layout
 - (2) Copy already produced
 - (3) Copy now required: to assign authors
 - (4) Photographs
 - (5) Next steps

ITEM 12 – TOWN COUNCIL NEWSLETTER

- 12.1** To note progress with the winter 2021/22 edition in production
- 12.2** To agree arrangements to produce future newsletters

ITEM 13 – PUBLICITY POLICY

- 13.1** To review the Town Council's interim Publicity Policy and make any recommendations for amendments to the Management Committee

ITEM 14 – EVENTS PROGRAMME FOR 2022

- 14.1** To evaluate and provide feedback regarding the beer fair ("Sup") organised by Raven Staging on behalf of Bradford Council using money from the central government "Welcome Back/Re-opening High Streets" and "Additional Restrictions" funds, which was held Saturday 12 March
- 14.2** To agree arrangements for the summer event proposed for Saturday 23 July as part of Bradford Festival
- 14.3** To make a recommendation to the Management Committee for a share of the non-employed staffing budget for 2022/23 to be used for the procurement of professional event management for the summer and Christmas events

ITEM 15 – ENGAGEMENT OPPORTUNITIES

- 15.1** To consider a proposal from Councillor McHugh to explore the use of Neighbourhood Assemblies
- 15.2** To consider a proposal from Councillor McHugh to explore the creation of a Neighbourhood Plan

ITEM 16 – BRADFORD 2025

- 16.1** To receive an update on Bradford District's bid to become the UK City of Culture for 2025

ITEM 17 – CORRESPONDENCE

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

ITEM 18 – URGENT NOTICES AND REPORTS

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

ITEM 19 – PUBLICITY

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

ITEM 20 – FUTURE BUSINESS

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

ITEM 21 – CALENDAR OF MEETINGS

- 21.1** To note the date of the next ordinary meeting of the Community Engagement Committee as Monday 16 May at 7.00pm in Shipley Town Hall