

# Keighley Town Board Meeting Minutes

Location: Keighley College / MS Teams

Date / Time: Friday 5 December 2025 10.00 – 12.00

## Attendees:

Tim Rogers (Chair), Charlotte Meeks, Cllr Alex Ross-Shaw, Robbie Moore MP, Cllr Abdul Shoid, Kevin O'Hare, Fazeela Hanif, Helen Robertshaw, James Crawley, Ravinder Panesar, Jane Hargreaves, Leanne Swinbank, David Partridge, David Shepherd, Jonathan Hayes, Richard Hollinson, David Pearson, David Warren, Jo Cooney

**MS Teams:** John Barker, Liz Baker

**Apologies:** Catherine Birks, Bill Graham, Georgina Webster

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<b>Welcome and Apologies</b> The Chair welcomed everyone to the meeting.  Apologies: Catherine Birks, Bill Graham, Georgina Webster			
2	<b>Board Meeting Format and Conduct</b>			
3	<b>Declaration of Interests</b>  None noted.			
4	<b>Minutes of the last meeting and matters arising</b>  Approved the last meetings minutes.			
5	<b>Towns Fund Highlight Report</b> <b>Project A – DIF - Victoria Hotel</b> Victoria Hotel parties are about to sign Grant Funding agreement (GFA), once signed will take 6-8 weeks to get contractor on site. The works should be close to completion this time next year.  Beechcliffe project - finalising some documents for planning.  <b>Project H – Keighley Association for Women and Children's Centre (KAWACC)</b> The GFA is in the final stages before signing.			

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	<p><b>Project J – Keighley Community, Health &amp; Wellbeing Centre (KCHWC)</b></p> <p>The three principal partners (Bradford District and Craven Health and Care Partnership (BDCHCP), Airedale NHS Foundation Trust and Bradford Council) have progressed positive discussions over recent months on the project.</p> <p>A number of potential delivery models and capital funding options have been considered by the partners and a preferred approach identified. Further work will now be carried out on this option to confirm deliverability, to assess the capital funding required including use of additional Local Regeneration Funding (formerly Towns Fund and Levelling Up Fund), and ongoing revenue cost affordability for potential tenants of the development.</p> <p>Alignment of the indicative timescale for the delivery of the KCHWC in conjunction with the timescale for the new Airedale Hospital development was confirmed. This means that in principle, the timescale for the development of the KCHWC fits with the key milestones for the overall plan for the new Airedale Hospital which includes expanding community-based service provision. The timescales also align with funding requirements for expenditure of Local Regeneration Funding by March 2028.</p> <p>Airedale NHS Foundation Trust have been very helpful and working quickly. It is expected that from the completion of the Airedale business case to getting final approval for the project will be approximately 26 weeks, which works within the programme.</p> <p>The next workshop will be held in January 2026 to consider the outcome of the work on the preferred approach, capital funding model and revenue cost affordability, after which a further update will be issued which can confirm programme and timescale for approvals. As yet, the funding amounts from project partners is not fixed. Bradford Council is anticipating the need to increase the funding from the Local Regeneration Fund subject to approvals, but is committed to ensuring this is the minimum amount possible.</p> <p>Noted the need to keep the public informed with this project; to reassure them that it is still going ahead due to local scepticism.</p>	<p>Noted</p> <p>Noted</p>		

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	<p><b>Project F – Community Grants Scheme</b></p> <p><b>Keighley Cougars</b></p> <p>The Cougars project team met with Bradford Council's S151 officer last week to discuss the project risks – costs, timescale, delivery. The Council continues to work with the project team to address risks and ensure they can be resolved before the project moves forwards.</p> <p>Query on whether there is a date at which the project would no longer be considered feasible. This is a case of working back from the March 2028 spending deadline for funding and ensuring the programme still works within that timescale. A visual dashboard showing key milestones over the next two years may help reassure the board that timescales can be met.</p> <p>An updated report will be submitted by the Council for Board consideration at the March 2026 Programme Board Meeting."</p> <p><b>Haworth Village Hall</b></p> <p>The Haworth Village Hall Charity has taken on several new trustees over the last couple of months. Ben Ogden is the new chair of trustees, and he is working through the handover with the old trustees. Bradford Council plan to meet with Ben Ogden and new trustees in the new year to discuss new steps.</p> <p>The issue of outputs will form part of the meeting in January. There are a combination of renovation outputs, FTEs, and educational outputs (which rely on Space to Inspire as a project partner). Project management support will also form part of the discussion, FH provided links to supporting organisations after the last board meeting.</p>	Noted	<p>RP</p> <p>RP</p>	<p>Next meeting</p> <p>Next meeting</p>
6	<p><b>Decision Making Process &amp; Governance</b></p> <p>A new Assistant Director for Regeneration &amp; Economy will be joining the Council in January 2026, Adam Brannen.</p> <p>JH walked the Board through flow charts showing the governance within Bradford Council for the Keighley Towns Fund programme. This contextualised the relationship between the Board and the role of the Council as the accountable body.</p> <p>Noted that Bradford Council has received greater delegation over decision making following the funding simplification from MHCLG.</p>			

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	Pride in Places (PiP) will follow a similar structure. Noted the project assurance framework for PiP is to be outlined, and the Board will have a role in this process.	Noted		
7	<p><b>Pride in Places (PiP)</b></p> <p>RP thanked the Board for its contributions to the Regeneration and Investment plans. These have been submitted to MHCLG and are under review.</p> <p>Tom Speed from MHCLG visited Keighley in November and was very complimentary of the plans put forward.</p> <p>Approval of the regeneration plan is expected in the new year which will release £150k of capacity funding.</p> <p>The PiP funding runs over 10 years with funds allocated per year. Funds cannot be brought forward into earlier years, but it will be possible to borrow against guaranteed revenue, however, there are risks associated with that particularly around interest etc.</p> <p>MHCLG is pushing for a community led model for PiP, though have not provided guidance on how this will look.</p> <p>Suggestion to create working groups for each of the four themes where we have experts in the field. This is possible, the structure is still up for discussion and links into project assurance.</p> <p>A number of potential projects have been submitted to Council officers and the Board chair already, the Board will be given sight of these in time.</p>	RP to consider and provide progress update	RP	By next Board meeting
8	<p><b>AOB</b></p> <p>KWVR won an award this week recognising excellence in regeneration. The Water Tank House which won the award was part funded by the Towns Fund. KWVR are considering putting together a celebratory event in March 2026.</p> <p>Keighley monopoly board is now available online.</p>			
9	<p><b>Date and time of next meeting</b></p> <p>Next Board Meeting: 6<sup>th</sup> March 10am Keighley College</p>			