

# Keighley Town Board Meeting Minutes

Location: Keighley College

Date / Time: Friday 20<sup>th</sup> September, 10.00am – 12.00pm

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**Attendees – In person:**

Tim Rogers (Chair), Angela Blake, Barbara Brooks, Candy Squire Watt, Cllr Abdul Shohid, Kevin O’Hare, Cllr Alex Ross-Shaw, John Barker, Fazeela Hanif, Georgina Webster, Jan Smithies, Scott Dyson, Michelle Rushworth, Robbie Moore MP, Rukun Ahmed, Rhian Davitt-Jones, Rav Panesar, John Davis, Jonathan Hayes, Joe Cooney (Observer), Noel Hartley (dep for David Pearson), Sarah Broadbent.

**MS Teams:** David Warren, Elizabeth Barker, Ryan Kaye (MHCLG).

**Apologies:** Charlotte Meek, Catherine Birks, David Pearson, Dean Peltier, Eden Clayton (MHGLC).

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<b>Welcome and Apologies</b> The Chair welcomed everyone to the meeting, apologies were noted. SB is now on the Town Board with JS stepping down.			
2	<b>Meeting format and conduct</b>			
3	<b>Declaration of Interests</b> No further declarations of interest were made			
4	<b>Minutes of the last meeting and matters arising</b> Minutes from the last meeting were approved.			

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5	<p><b>Project Spotlight:</b> <b>Town Centre &amp; Infrastructure Improvements (Connectivity Study)</b></p> <p>JD presented an update on the Connectivity Study conducted by PJA (consultancy firm). This included highlighting the vision and objectives, specifically with aims to improve the local economy, connectivity and environment through improved transport and vibrant public spaces. Surveys underpinned by policy priorities formed the baseline information as part of the study.</p> <p>Proposals based on the research were shared with the board, including the potential of Cavendish Street as a major opportunity for enhancement. Three options are now being consulted on based on an alignment with the Town Centre, Cost, Public Acceptability, Funding and Network Impact. A summary of the options was presented to the board:</p> <p><b>Option 1</b> included a bus gate on Cavendish Street with North Street closure. This would also reduce the traffic flow through increased pavements and tree planting throughout.</p> <p><b>Option 2</b> included a full bus gate on Cavendish Street between Lawkholme Lane and Hanover Street. The aim of this option would reduce traffic along Cavendish Street and improve public space outside the Keighley War Memorial.</p> <p><b>Option 3</b> would include a Westbound Bus Gate on Cavendish Street between Lawkholme Lane and Hanover Street. This would reduce levels of traffic on Cavendish Street.</p> <p>RM raised questions on the period of time traffic flow counts were conducted, due to pressure points at specific times, alongside taking into account through traffic. JD responded by indicating the consultation process would enable further modelling to take place to understand the key pressures related to traffic, including the associated impact analysis.</p> <p>The board raised further questions on air quality and the impact of the options. JD indicated that this would be fed into a business case once funding was in place for options to be developed into detailed design.</p> <p>MR indicated that once the study was completed that would inform what work could take place through the Towns Fund Town Centre Infrastructure project. It is the intention that the study will inform the public realm improvement would, which would take place first, ensuring it is aligned to the longer-term option selected.</p> <p>ARS highlighted the need to conduct this study which would help to accelerate funding bids that would enable projects of this nature to be progressed.</p>	To send out the link to the board	Council Officers	ASAP

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6	<p><b>Long Term Plan Update</b> RDJ presented an update on the Long-Term Plan, including the summary of the engagement, indicative programme and next steps. A shortlist was presented at the meeting covering the three themes of Safety &amp; Security, High Streets, Heritage &amp; Regeneration and finally Transport &amp; Connectivity. RDJ would like feedback on the shortlist and could undertake further work post-30<sup>th</sup> October after the autumn statement. RM indicated that he would like to see key metrics in terms of deliverables of the Long-Term Plan in relation to the shortlist of projects. The board recommended a workshop to discuss this in more detail.</p>	Arrange a workshop with the board discuss the shortlist.	RDJ / Council Officers	ASAP
7	<p><b>Towns Fund Highlight Report:</b> MR indicated that these are in the papers submitted. RM flagged concerns about red rag rated projects. Contact will be made with the relevant project sponsors to attend a future meeting to provide assurance that projects will be delivered within the funding period. MR suggested a separate meeting for the Towns Fund Projects to enable a discussion in more detail.</p>	MR to arrange a meeting to discuss this with the board	MR	ASAP
8	<p><b>PR &amp; Communications</b> To be covered at the next meeting</p>			
9	<p><b>AOB</b> Staffing Update The board, led by the Chair, thanked MR for her work in Keighley as she is leaving the Council to take up a role elsewhere.</p>			
10	<p><b>Date and Time of next meeting</b> 6<sup>th</sup> December, 10.00 – 12.00pm, Keighley College</p>			