Keighley Town Board Meeting Minutes

Location: Keighley College / MS Teams

Date / Time: Friday 19 June 2026 10.00 – 12.00

Attendees:

Name	Organisation	Role
Tim Rogers	Future Transformations	Chair
Charlotte Meeks	The Stitch Company	Vice Chair
Cllr Andrew Judson	CBMDC	Cabinet Member for Economy, Regeneration & Planning
Robbie Moore MP	Keighley Constituency MP	Board Member
John Barker	West Yorkshire Police	Board Member
Cllr Abdul Shoid	Keighley Town Council	Board Member
Kevin O'Hare	Keighley College Principal	Board Member
Fazeela Hanif	Highfield Community Association	Board Member
Bill Graham	Modality	Board Member
Georgina Webster	Keighley Creative	Board Member
Ryan Troy	Keighley BID	Board Member
Liz Barker	Worth Valley Magazine	Board Member
David Warren	Luminate Education Group	Board Member
David Shepherd	CBMDC	Attendee
Adam Brannen	CBMDC	Attendee
Jonathan Hayes	CBMDC	Attendee
Dave Partridge	CBMDC	Attendee
Dan Palmer	CBMDC	Attendee
Jane Hargreaves	CBMDC	Attendee
Ravinder Panesar	CBMDC	Attendee
Leanne Swinbank	CBMDC	Attendee
Joe Cooney	Keighley Town Council	Observer
Mike Savage	Airedale NHS Foundation Trust	Attendee

Apologies:

Name	Organisation
David Pearson	Keighley & Worth Valley Railway
James Crawley	CBMDC
Stephanie Hiscott	CBMDC

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	**Welcome and Apologies** The Chair welcomed everyone to the meeting. Welcomes were given to Cllr Judson (CBMDC Portfolio Holder), Ryan Troy (Keighley BID Manager), Adam Brannen (CBMDC Assistant Director of Regeneration & Economy), Dan Palmer (CBMDC Ward officer Keighley Area Co-Ordinator's Office) All other Attendees of the Meeting gave a quick introduction.			

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2	**Board Meeting Format and Conduct**			
3	**Declaration of Interests** None noted.			
4	**Minutes of the last meeting and matters arising** Actions reviewed from the last meetings. Minutes Approved			
5	**Towns Fund Highlight Report** **Project F – Community Grants Scheme** **Haworth Village Hall** JH updated that a Short Form Grant Funding Agreement (GFA) had been signed and sealed to enable urgent works at the Hall to proceed. Council's Estates team have met with trustees and agreed the Schedule of Works needed to satisfy the Community Asset Transfer (CAT) lease requirements. Officers have established bi-weekly meetings to support the development of the Long Form Grant Agreement. The trustees are working hard to seek additional funding to address a projected shortfall on the project however the focus is on getting the Hall up and running to help meet the gap. A Programme Adjustment Request (PAR) relating to outputs has also been submitted for S151 Officer approval.	S151 Officer Approval	JH	31/07/2026
	Keighley Cougars RP gave an update to say further information has been received from the applicant, focused on a high-level alternative proposal for delivering the scheme, based on a comparable development elsewhere. Indicative costs and delivery timescales have been provided; however, detailed information relating to pre-construction, planning, and full costings is still outstanding. With approximately 21 months remaining within the Towns Fund programme, the continued assessment remains that delivery within the timeframe would be highly uncertain and cannot be guaranteed. Officers are working to obtain the required additional information to inform decision-making. The applicant has been previously advised and it was confirmed that a decision on the project will be made by the end of June. The final decision will be taken by the Council's S151 Officer, in consultation with the Council's Executive. The Council is seeking to balance protection of public funding with support for the club, recognising that proceeding with an undeliverable	Circulate final decision on the project to the Board once determined.	RP	July 2026

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	scheme would present a greater risk to both parties. The Board noted the importance of ensuring clear communications regarding the outcome of any forthcoming decision.	Noted		
	Project J – Keighley Community, Health & Wellbeing Centre (KCHWC)			
	The Board reiterated the importance of the Health Hub project, noting frustration around the pace of progress. The scheme currently has a £3.4m Towns Fund allocation alongside potential funding previously associated with Levelling Up Fund (LUF), both funding sources now being known as the Loca Regeneration Fund.			
	Discussions are ongoing with the Airedale NHS Foundation Trust regarding a potential funding commitment, which in principle could range between £16m and £28m, contributing to an overall project value of circa £30m. The Trust has been approached to lead delivery and whilst these discussions have been very positive, a final decision from its Board is pending.	Confirm funding commitment and delivery role with the Trust.		Ongoing
	MS who attended Programme Board on behalf of the Trust told the Board that feasibility on the project undertaken through the the national New Hospital Programme has confirmed that the scheme remains technically feasible, although there remains cost uncertainty. Work is ongoing to develop a viable delivery plan and to establish the available funding envelope, including reviewing which services can realistically be accommodated. AB advised that there is potential to draw on the former LUF element of the LRF which had also been secured for Keighley but which is not managed through the Neighbourhood Board.	Develop a viable delivery plan within the available funding envelope.	NHS Trust/CM MDC	Ongoing
	The Board discussed delivery timelines, noting the March 2028 deadline for Local Regeneration Funding. Officers are exploring options to front-load expenditure to ensure funding can be committed within the required timeframe. Members requested greater clarity on decision timelines and key milestones. It was noted that both the Council and Trust are progressing assurance processes, although these are complex and ongoing.	Establish and communicate a clearer timeframe for decision-making and delivery milestones.	NHS Trust/CB MDC	Ongoing
	The Board also considered contingency planning, including potential alternative projects should delivery not be achievable. There was a strong preference that funding should be deployed within Keighley and not be returned to HM Treasury.			

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	Contingency Planning A programme underspend of approximately £228k has been identified. Any reallocation of this funding to projects would require submission of an Expression of Interest, followed by Board and Portfolio Holder approval, and a formal Project Adjustment Request. The Board discussed potential options for utilising underspend, including support for the voluntary sector, progressing early-stage Pride in Place (PiP) initiatives, and additional capital assistance to support business growth. It was noted that approximately £10m of funding remains unallocated or subject to change across 3 key projects, Keighley Cougars, the Health Hub, and Beechcliffe. Beechcliffe is currently at the end of the pre-construction stage and undergoing a value for money review. Officers confirmed that established programme processes will be followed in the event that any project does not proceed.	Progress any reallocation of underspend (£228k) via Expression of Interest and Project Adjustment Request process. Develop contingency / "Plan B" options for alternative projects should priority schemes not proceed.	JH JH	Ongoing
6	**Financial Update**			
7	**Pride in Place (PiP)** A monitoring return was submitted at the end of April, with feedback from MHCLG indicating a need for increased focus on community engagement to inform project selection. In response, a Community Engagement Plan has been submitted. Work is progressing to develop a framework for project selection, alongside legal colleagues reviewing the Memorandum of Understanding (MoU) received from MHCLG. Once these are resolved, the programme will move into the next phase. The Board agreed that Community Engagement should become a standing agenda item. JH will provide regular updates from the Council's Community Team, including feedback from engagement activity and upcoming opportunities for Board member involvement. Engagement activity is already being delivered through existing partnerships, including Keighley Town Council, Keighley BID, Airedale Enterprise Services, Made in Keighley, and local youth services. This approach is intended to build on existing relationships and avoid consultation fatigue, focusing on meaningful conversations with the community. Additional resource will be allocated to support engagement activity, including input from City of Culture programme colleagues and local education partners such as Keighley College. The Board welcomed the decision to utilise local expertise	Officers to complete review of the MoU with MHCLG Regular Community Engagement updates to be made a standing agenda item	RP JH	

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	rather than external consultants and emphasised the importance of building on previous engagement work and identified priorities. A proposal for resourcing community engagement activity through to March was endorsed, with funding to come from capacity allocation rather than project budgets. The Board discussed the potential for early "quick win" projects, such as town centre canopy improvements or wayfinding schemes, but emphasised the importance of adhering to the agreed bottom-up approach to project selection. The Board highlighted the need for more dynamic communication between meetings. Officers are exploring the development of a dedicated Pride in Place website, which may include a restricted area for Board members. Consideration is also being given to organisational capacity constraints, particularly in relation to capital and revenue split, and alignment with wider priorities such as Serious Organised Crime initiatives (e.g. security infrastructure). The Board also discussed opportunities to leverage additional external funding to build on the existing £20m programme allocation.	Deliver community engagement activity through to March 2027 Noted Develop a dedicated Pride in Place website (potentially with Board-only access)	JH RP	
8	**AOB** The next Board meeting will take place on 25 September. JB updated Members of the Board that relocation of the police station is not currently being considered, following long-term review and assessment.			
9	**Date and time of next meeting** Next Board Meeting: 25th September 10am (Keighley Creative)			