

# Keighley Town Board Meeting Minutes

Location: Keighley College / MS Teams

Date / Time: Friday 6 March 2026 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, Bill Graham, Georgina Webster, James Crawley, Ravinder Panesar, Jane Hargreaves, Leanne Swinbank, David Shepherd, Jonathan Hayes, Richard Hollinson, David Pearson, Jo Cooney

**MS Teams:** Liz Baker

**Apologies:** Helen Robertshaw, John Barker, David Warren, David Partridge, Adam Brannen

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<p><b>Welcome and Apologies</b> The Chair welcomed everyone to the meeting.</p> <p>David Shepherd Introduced Adam Brannen in his absence.</p> <p>Apologies: Helen Robertshaw, John Barker, David Warren, David Partridge, Adam Brannen</p>			
2	<b>Board Meeting Format and Conduct</b>			
3	<p><b>Declaration of Interests</b></p> <p>None noted.</p>			
4	<p><b>Minutes of the last meeting and matters arising</b></p> <p>Approved the last meetings minutes.</p>			
5	<p><b>Towns Fund Highlight Report</b></p> <p><b>Project A – DIF - Providence Park</b> Noted that a 12 month review is due to take place in April as part of audit process.</p> <p><b>Project A – DIF - Victoria Hotel</b> The GFA has been signed. Works are due to start in April/ May.</p> <p><b>Project H – Keighley Association for Women and Children’s Centre (KAWACC)</b> The GFA is in the final stages before signing.</p>			

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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 continued to progress positive discussions over recent months on the project. Discussions have included looking at the uses of the space and which services will be brought into the community. The risk rating of the project has been reduced to reflect these positive discussions.</p> <p>Partners are currently working through a Project Initiation Document (PID) to which will inform capital and revenue funding arrangements. The timescales align with funding requirements for expenditure of Local Regeneration Funding by March 2028.</p> <p>The Board asked for clarification on timescales for submission of a planning application. Officers advised that this is under review and will be informed by outcome of work by the partners to complete the PID and in doing so confirm project programme, governance and leadership. Update to be provided at June meeting.</p> <p>Noted importance of keeping the community informed on project progress; to reassure the community it is still going ahead. Officers are speaking with the health partners to prepare communications; the Chair of the Towns Fund Board will be asked to contribute to provide support. A longer-term communications strategy to be developed in due course informed by PID.</p> <p>Noted that a similar outpatient clinic has provided a significant economic boost in Barnsley. The Keighley clinic would likely have a similar impact and provide a regenerative effect for the town centre. Evidence of the Barnsley success could be shared with the public. With Keighley’s aging population, and the health inequalities in Keighley, health problems come sooner for the local population. The health centre would help to address these issues.</p> <p><b>Project F – Community Grants Scheme Keighley Cougars</b> A confidential update was provided and noted by the Board.</p>	<p>Planning application timings to be considered</p> <p>Noted</p> <p>Develop comms update</p> <p>Noted</p> <p>Noted</p>	<p>JC</p> <p>JC/TR</p>	<p>June 2026</p> <p>March 2026</p>

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	<p><b>Haworth Village Hall</b> The new trustees have submitted a comprehensive business plan. A briefing note is going forward to the Council's internal programme Board for approval to begin the process of continuing with the project.</p> <p>A new application is required from the trustees as the project has changed substantially from the previous application. The officers are hopeful that momentum is returning to the project.</p> <p>Purdah period will not impact decision making for the project as all internal processes continue as normal. The only changes are what is shared with the public.</p> <p><b>Programme contingency planning</b> The next Board meeting will include contingency plans as an agenda item.</p> <p><b>Financials</b> The Board queried the 2025/26 financial expenditure figures included in the finance spreadsheet within the Board meeting agenda pack, and whether the reported sums had been expended in the year. Officers clarified the 2025/26 numbers included future years beyond 2025/26 and the spreadsheet will be updated to show actual and forecast expenditure to include future financial years to end 2027/28. This will be provided at the next Board meeting.</p>	<p>JH to discussion business plan and proposal at internal board</p> <p>JH to present contingency plans</p> <p>JH to update finance spreadsheet &amp; provide actual and forecast to 2027/28</p>	<p>JH</p> <p>JH</p> <p>JH</p>	<p>March 2026</p> <p>June 2026</p> <p>June 2026</p>
6	<p><b>Pride in Places (PiP)</b> Pride in Places will be a community led, bottom up, approach to selecting what projects are taken forwards. Several parties have already expressed their interest.</p> <p>The Council are still awaiting the outcome of the submitted plans and memorandum of understanding from MHCLG to progress delivery from April 2026.</p> <p>Bradford Council held an internal workshop to discuss the key themes in February for prioritisation of projects and to help inform and advise the Board on options for early works. Results of this workshop were shared with the Board and discussed below:</p> <p>Regeneration, high streets and heritage – Board Comments</p>			



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	<p>The Board is aware that £500k of revenue funding will not go far, however it may unlock further revenue funding streams in the long term. If so, consolidation of funding streams would need to be considered, for revenue and capital.</p> <p>Projects selected need to be sustainable and business plans understood at the outset, and not stop after funding is over. Viability and feasibility need to be at the forefront of the application process. Consideration to be given to sustainability of the previously funded organisations – back the projects that have been successful.</p> <p>The principles the Board will operate on when choosing projects need to be considered. To create the largest impact for the town direct commission projects may unlock further funding (market-led funders). However, projects need to be what the public want, a call for projects.</p> <p>Noted that many organisations already exist within Keighley (such as those managing river walks etc.) and new groups do not need to be created or brought in.</p> <p>The Community Partnership Board have a meeting on the 24<sup>th</sup> June, Bill and Fazeela will attend and see what support they can offer on the themes discussed.</p>	BG & FH to attend the board and feedback	BG & FH	June 2026
8	<p><b>AOB</b> Keighley town council will put in a bid for the UK Town of Culture 2028, which would provide £3m unrestricted funding. The town council will use its links with this Board to help inform some projects that come forward as part of the application process.</p> <p>Joe Cooney to share the EOI with JH to share with Board next week.</p> <p>A subgroup to be set up between Town of Culture bid and this board.</p> <p>Bill Graham to send information to officers on community groups.</p>	EOI to be shared	JC	March 2026
9	<p><b>Date and time of next meeting</b> Next Board Meeting: 5<sup>th</sup> June 10am TBC</p>			