



MELTHAM TOWN COUNCIL
The Carlile Institute
Meltham
HD9 4AE

Ms M Chard
Clerk to the Council.

Dear Councillor

In accordance with Schedule 12 of the LGA 1972 Para 10(2)(b) you are summoned to attend a meeting of the Town Council to be held in the Meeting Room in the Carlile Institute Meltham **commencing at 7pm on the 20 August 2018.**

The business to be transacted is as detailed on the Agenda hereunder: -

AGENDA

PUBLIC QUESTION TIME 7pm – 7.15pm

1. NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with Schedule 12 Paragraph 10(2) of the Local Government Act 1972.

2. APOLOGIES FOR ABSENCE

- To accept apologies for absence.

3. DECLARATION OF INTEREST

- To receive any declarations of interest on items on the agenda.

4. ADMISSION TO THE PUBLIC

- To determine any items on the agenda considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960 1(2).

5. MINUTES

- To confirm as a correct record the Minutes of the Council Meeting held on the 9 July 2018 (enc).

6. MINUTES OF COMMITTEES

- To confirm for approval and adoption the Minutes of the under-mentioned Committees:

- Planning Environmental and General Purposes Committee held on 4 June 2018 (enc) – deferred from council 9 /07
- Planning Environmental and General Purposes Committee held on 25 June 2018 (enc) – deferred from council 9/07
- Planning Environmental and General Purposes Committee held on 16 July 2018 (enc)
- Planning Environmental and General Purposes Committee held on 6 August 2018 (enc)
- Properties, Administration and Finance Committee held on 16 July 2018 (enc)

7. POORS ALLOTMENT LEASE

- To note that the Clerk has spoken to the existing tenant who has agreed to pay the rent up until a new tenant can be found.

- To note that the Clerk contacted the existing tenant suggesting that they cut the field for hay and has received confirmation that they are making arrangements to do so.
- To note that the valuers had contacted the second and third highest tenderers but without interest.
- To consider whether to re-tender and approve the costs involved namely £500 plus VAT (on the last occasion these costs were split between the Council and the successful tenderer).

8. WINTER EDITION MERCURY

- To agree the content for the winter edition of Mercury (including dates of church services, carol services lights switch on etc)
- To note the following deadlines:
 - All content to the Chair of Communications Committee 10/10
 - First Proof to printers 12/10
 - Final proof signed off 18/10
 - Leaflets delivered to Royal Mail no later 29/10
 - Leaflets start being delivered w/c 19/11
- To approve the costs of the printing and distribution of the winter Mercury edition.

9. UPDATE LAND AT MELTHAM HALL PARK

- To receive a verbal update from the Clerk regarding this issue.

10. MEETING WITH LEADER KIRKLEES COUNCIL

- To note that a meeting will take place on Weds 19 September 2018 at 7:00pm with the Leader of Kirklees Council and that the Town Mayor is able to attend on behalf of the Council. To consider any other attendees.

11. ANNUAL PARISHES DAY SATURDAY 29 SEPTEMBER 2018

- To note the information circulated with the agenda and decide if anyone from the Council will attend (enc).

12. DATA PROTECTION LEGISLATION / GDPR

- To receive a verbal report on the situation with the Councils CCTV contractor and the renegotiation of the CCTV contract required by the legislation

13. FIRST AID/ CPR TRAINING / DEFIBRILLATOR

- To note that the Clerk has arranged two CPR / defibrillator training sessions on Saturday 15th September at 10.30am and Thursday 20th September at 7.30pm in the Jubilee Room in the Carlile Institute; and to consider how best to publicise the event.
- To note that both Yorkshire Ambulance and the defibrillator 'guardian' have confirmed that the defibrillator remains the responsibility of the Town Council. Discussions are still underway with the guardian as to how matters such as replacing the battery when necessary will be organised and these arrangements once agreed will need to be documented.

14. CORRESPONDENCE ON RECYCLING CENTRES

- To consider correspondence received from Kirkburton Parish council regarding recycling centres and determine the Councils response (enc).

15. TOWN HALL UPDATE

- To receive a verbal update on the proposed acquisition of the Town Hall / lease arrangements.

16. ATTENDANCE AT YLCA ONE-DAY CONFERENCE 2018

- To consider attendance at the YALC conference in York on Friday, 28 September 2018 at a cost of £115.00pp and to approve the costs involved (enc).

17. IT ISSUES AND BROADBAND

- To note that the Clerk has had to engage the services of an IT specialist and update broadband provision in order to try and sort out the IT issues with the Councils systems

and to approve the expenditure involved (currently £270 for IT support and an increase of approximately £8/month for Infinity broadband).

18. ESTABLISHING COUNCILLOR SURGERIES

- To consider a suggestion following the first meeting of the Governance Working Group that public question time should in future be restricted to items of the agenda of the meeting and that Councillors consider the introduction of surgeries / drop in events for residents to raise matters of concern.

19. OVER 70S GIFT GIVING

- To consider whether to proceed with the over 70s gift giving this year and if so to: confirm the date of the event as Tuesday 4 December; agree the gift amount; and agree a rota of Councillor support in order to provide refreshments between 10 and 4 on the day or to make other arrangements.

- To approve the expenditure involved or to consider whether the Poores Allotment fund could grant the Council the funds to cover this event, as in 2017. The balance in the fund is currently £1,276.61

20. EXCLUSION OF PUBLIC AND PRESS:

- Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following: -

As determined under Agenda Item 4.

Dated this 15th day of August 2018.

Ms M Chard
Clerk to the Council