



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 Edward Brook Meeting Room in the Carlile Institute Meltham **commencing at 7pm on the 10 February 2020.**

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. 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).

3. APOLOGIES / REASONS FOR ABSENCE

- To receive apologies for absence.
 - To consider Councillors reasons for absence

4. DECLARATIONS OF INTEREST

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

5. MINUTES

- To confirm as a correct record the Minutes of the Extra Ordinary Council Meeting held on the 20 January 2020 (enc).

7. BROADLANDS CONSULTATION

– To receive an update from Kirklees Officers on the consultation regarding improvements at the Broadlands recreation ground and the multi-use games area.

8. GRANT APPLICATION (1)

-To consider a grant application from the Holme Valley Lions CIO in the sum of £1000.00 for the Holme Valley Lions 'Message in a Bottle' project received on the 3 February 2020 (enc).

9. WEST YORKSHIRE PENSION FUND VALUATION 2019

– To note the valuation provided and the initial calculations regarding proposed contributions from 1 April 2020 to 31 March 2023 (enc).

10. CORRESPONDENCE RE: OVER 70s EVENT

- To consider correspondence received regarding the Over 70s gift arrangements (enc).

11. WEBINAR TRAINING OPPORTUNITIES

- To consider the webinar training opportunities January to March 2020 for councillors and clerks, decide who should attend and to approve any necessary expenditure (enc).

12. ENABLING YOUTH CONSULTATION FEEDBACK

- To consider the enabling youth consultation report (enc).

13. CHANGING COUNCIL EMAIL ADDRESS

- To note correspondence from the cabinet office requiring the Town Council to change its e-mail address (enc) and to further note that this change would also address several operational limitations that currently exist.
- To consider a quote from the Councils website developer to undertake this work (to be reported at the meeting) and to approve the necessary expenditure.

14. SHOP FRONT GRANT SCHEME

- To consider the grant documentation produced by the Clerk (including a plain English guide, detailed terms and conditions and an application form) for approval and adoption by Council (subject to resolving any outstanding legal issues).

15. SPEEDING

- To receive an update.

16. TOUR DE YORKSHIRE

- To note that the Tour de Yorkshire is passing through Meltham in May and to consider a request from one of the Councillors that the Town Council purchase flags and cogs to mark the event at a cost of £350 (net) and if so to approve the necessary expenditure.

17. UPDATE TREES ORDERED FROM WOODLAND TRUST

- To consider how the trees that have been ordered are to be received, distributed and planted (enc).

18. CCTV

- To receive an update on the provision of CCTV and related matters.

19. TOWN HALL UPDATE

- To receive an update on the Town Hall

20. DOG FOULING CAMPAIGN

- To receive an update from the Clerk on feedback received about the impact of the signage around Red Lane and Helme Lane and to consider whether to expand the campaign. To note the correspondence received from a resident requesting signage and the costs for ordering further signs (enc). To approve any further expenditure.

21. EMPLOYEE RISK ASSESSMENT

- To consider a quote in the sum of £150.00 to carry out COSHH assessments and one risk assessment (including lone working) for a Council employee and approve the necessary expenditure.
- To consider quotations for replacement of the Council office door (enc).

22. ASK MELTHAM

- To receive an update on the Ask Meltham project and to consider a report from the Ask Meltham working group setting out the priorities and potential actions as identified by the working group for consideration and adoption by Council.

23. ROBERT ASHTON MEMORIAL PARK

- To receive an update on the Big Lunch Event 2020
- To receive an update on progress setting up a Friends of the Park group
- To receive an update on the Park Master Plan
- To consider the Council's position on moles in the park
- To note that the Clerk had authorised the purchase of some bark chippings for the older children's play area, but the contractor is requesting more at an approximate cost of just over £200 for materials and labour.

24. MELTHAM ARCHIVES

- To consider 2 quotes for completing Phase 1 of an archive project to digitise the archive of photographs and documentation currently in the Edward Brook room and to approve the necessary expenditure from reserves

25. PRIDE OF MELTHAM NOMINATION

- To consider a Pride of Meltham Nomination

26. LAND AT MELTHAM HALL

- To consider issues regarding the completed survey

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Dated this 4th day of February 2020.

Michelle Chard

Town Clerk