



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 Local Government Act 1972 Para 10(2)(b) you are summoned to attend an Extra Ordinary meeting of the Town Council to be held remotely **commencing at 3pm on the 13 JULY 2020***.

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

AGENDA

PUBLIC QUESTION TIME 3pm – 3.15pm*

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 as amended by the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

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) as amended by the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*

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**

**Councillors must state whether the interest being declared is a Disclosable Pecuniary Interest under Appendix A of the code of conduct or an interest under Appendix B of the code of conduct.

5. MINUTES

- To confirm as a correct record the Minutes of the Council Meeting held on the 22 June 2020 (enc).

6. MINUTES OF COMMITTEES

- To confirm for approval and adoption the Minutes of the under-mentioned Committees:
 - o Planning Environmental and General Purposes Committee held on 22 June 2020 (enc).

7. INTERNAL CONTROLS

- To approve the schedule of receipts and payments for June (enc).

8. REQUEST TO PURCHASE LAND

- To consider an update on a request to purchase land (enc).

9. REVIEW OF RISK REGISTER STANDING ITEM

- To review and approve the Councils Risk Register (this is a standing agenda item as agreed at Council on the 11 May 2020) (enc).

10. OVER 70s GIFT GIVING EVENT

- To consider whether this event should go ahead this year and if not whether alternate arrangements could be put in place.

11. PLANTERS AND HANGING BASKETS IN TOWN CENTRE

- To receive an update on planters and hanging baskets in the Town Centre.

12. DIGITAL ARCHIVE

- To receive an update on progress regarding the digital archive.

13. CREATION OF MELTHAM PROFILE

- To consider the creation of a Meltham profile and work undertaken so far.

14. ROBERT ASHTON MEMORIAL PARK

- To consider the establishment and membership and terms of reference of a park master plan working group to meet following the presentation to all Councillors on 22 July 2020.
- To consider and approve a Covid 19 risk assessment regarding the reopening of the children's play facilities in the park (enc).
- To note that the Council previously approved revised operational procedures and a risk assessment for the reopening of the toilet block in the park. To consider and approve the additional wage costs for additional cleaning duties (enc).

15. PRIDE OF MELTHAM

- To discuss potential nominees for a Pride of Meltham Award

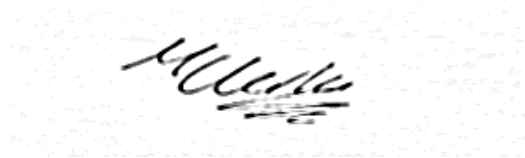
16. QUARTER 1 BUDGET MONITORING REPORT

- To consider the Quarter 1 budget monitoring report (enc)

Dated this 7th day of July 2020.

Kate Buchanan

Kate Buchanan
Town Mayor



Michelle Chard

Town Clerk

***Details of how the press and public can attend the meeting are as follows:**

Zoom details for the meeting

Town Clerk is inviting you to a scheduled Zoom meeting.

Topic: Extra Ordinary Council meeting

Time: Jul 13, 2020 03:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/85468121793?pwd=Ykk1THZwVEIFdWIJMmNSUG04L3lVdz09>

Meeting ID: 854 6812 1793

Password: 010765

One tap mobile

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Dial by your location

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+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

Meeting ID: 854 6812 1793

Password: 010765

Find your local number: <https://us02web.zoom.us/j/85468121793?pwd=Ykk1THZwVEIFdWIJMmNSUG04L3lVdz09>