

MELTHAM TOWN COUNCIL

MINUTES OF COUNCIL MEETING HELD ON MONDAY 13 JULY 2020

Present via video conference or phone:	Councillor Buchanan (Chair), Councillor Keighley, Councillor Lyons, Councillor Sonia King, Councillor Spencer King, Councillor Noon, Councillor Storey, Councillor White
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PUBLIC SESSION: There were no members of the public or press present

20/95 NOTICE OF THE MEETING

Taken as read.

20/96 ADMISSION TO THE PUBLIC

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 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

RESOLVED: That because of the confidential/ personal/ commercially sensitive or legally prejudicial nature of the business to be transacted, the public and the press leave the meeting during consideration of the following: -

- Item 3 Councillors' reasons for absence – to consider this item in private as it would divulge personal confidential information
- Item 8 Request to Purchase Land – to consider this item in private due to the commercially sensitive nature of the business to be transacted.

20/97 APOLOGIES / REASONS FOR ABSENCE

Apologies for absence were received from Councillor Bampton, Councillor Haigh, Councillor Millward and Councillor Wrathall.

20/98 DECLARATIONS OF INTEREST

Councillor Lyons declared an interest in Item 10 Over 70s Gift Giving Event

20/99 MINUTES

It was proposed by Councillor White and seconded by Councillor Buchanan and

RESOLVED: That the Minutes of the Council Meeting held on the 22 June 2020 be approved.

20/100 MINUTES OF COMMITTEES

It was proposed by Councillor White and seconded by Councillor Noon and

RESOLVED: That the Minutes of the Planning Environmental and General Purposes Committee held on the 22 June 2020 be approved.

20/101 INTERNAL CONTROLS

Councillors considered the Schedule of receipts and payments for June 2020 circulated with the agenda and

RESOLVED: That the Schedule of Payments for June 2020 in the sum of £15540.89 (net) be approved.

Councillors noted that in the absence of face to face meetings the monthly bank reconciliations and the corresponding current account bank statements are being scanned and sent to the Mayor and Chair of Finance for consideration.

20/102 REQUEST TO PURCHASE LAND

Councillors considered an update regarding a request to purchase land and further correspondence circulated with the agenda. It was agreed that professional advice may be required on the drawing up of any tenancy and to value the land and that Councillors White and Lyons would work with the Clerk to progress discussions with the interested party and report back to Council in due course.

20/103 REVIEW OF RISK REGISTER STANDING ITEM

Councillors reviewed the risk register circulated with the agenda. Councillors approved the risk register.

RESOLVED: That the risk register circulated with the agenda be approved following a review.

20/104 OVER 70s GIFT GIVING EVENT

Councillors considered whether this event could go ahead this year and concluded that due to the Corona Virus it could not proceed.

Councillor Sonia King left the meeting.

A discussion took place about alternative arrangements and it was agreed that the Town Mayor and the Clerk would work towards drawing up proposals for a replacement voucher scheme and report back to Council in due course. It was also suggested that a virtual quiz could be created to take place online for residents and that Meltham and Meltham Mills Band could be invited to play.

Councillor Noon briefly left the meeting.

20/105 PLANTERS AND HANGING BASKETS IN TOWN CENTRE

Councillors received an update on planters and hanging baskets in the Town Centre.

Councillor Noon returned to the meeting.

20/106 DIGITAL ARCHIVE

Councillors received an update on progress regarding the digital archiving project. The Town Mayor suggested a launch of Meltham in Focus at 'The Square' on the morning of Yorkshire Day, 1 August 2020 with displays, followed by an online launch via Zoom at 3.00pm on Monday 3 August.

20/107 CREATION OF MELTHAM PROFILE

Councillors considered the creation of a Meltham profile (a document which pulled together facts about Meltham including facts about its people, deprivation, employment and business, welfare and benefits, crime, and health) and were supportive of progressing this. The Town Mayor suggested that the work already carried out by Councillor Keighley should be circulated to the other Councillors for comment and the Clerk was asked to see if Kirklees Council were

able to produce any of the statistics which were required that were not already available via the Kirklees observatory.

20/108 ROBERT ASHTON MEMORIAL PARK

Councillors agreed to establish a park master plan working group to consider and develop more detailed recommendations to Council following the high-level presentation to all Councillors on 22 July 2020. Councillors not in attendance at the Council meeting were invited to join the working group if they wished. From those in attendance it was agreed that the working group would consist of Councillors Buchanan, Keighley, Noon, Storey and White. The Clerk agreed to draw up draft terms of reference to be considered at the first meeting of the working group and then recommended for approval to a later Council meeting.

Councillors considered and approved a risk assessment regarding the reopening of the children's play facilities in the park circulated with the agenda and as a result the play areas will reopen as soon as all actions documented in the risk assessment have been completed.

Councillors noted that the Council had previously approved revised operational procedures and a risk assessment for the reopening of the toilet block in the park which was due to reopen once the Covid 19 Alert Level was reduced to 2 and when all the actions documented in the risk assessment had been completed. The Clerk detailed the additional salary costs involved in the more frequent cleansing regime previously agreed which resulted in an increase in hours from approx. 7 hours per week to 11 hours per week and Council approved the additional expenditure.

RESOLVED: That the additional salary costs involved in the more frequent cleansing of the park toilets be approved.

20/109 PRIDE OF MELTHAM

Councillors discussed potential Pride of Meltham nominations, and it was agreed that nomination forms would be submitted for the persons mentioned for consideration at the next Council meeting.

Separate proposals were put forward to create a Covid 19 Pride of Meltham Award to recognise the outstanding work of the 100 plus volunteers under the Meltham.org umbrella who did so much to support residents in the Meltham community during the Covid 19 lockdown. It was agreed that the Town Council should recognise the contribution of the volunteers, possibly by awarding a small token of appreciation and a virtual award ceremony. It was agreed that the Town Mayor and the Clerk would develop proposals. It was agreed that a list of names and contact details for those being nominated would be provided to the Clerk.

20/110 QUARTER 1 BUDGET MONITORING REPORT

Councillors noted the Quarter 1 budget monitoring report circulated with the agenda.