



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 a meeting of the Town Council to be held remotely **commencing at 4pm on the 8 FEBRUARY 2021***.

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

AGENDA

PUBLIC QUESTION TIME 4pm – 4.15pm*

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. ENGAGEMENT FAMILY HUBS

-To receive a presentation from Kirklees Officers regarding Family Hubs (enc)

6. MINUTES

- To confirm as a correct record the Minutes of the Council Meeting held on the 4 January 2021 (enc).

7. MINUTES OF COMMITTEES

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

- Planning Environmental and General Purposes Committee held on the 4 January 2021 (enc)
- Planning Environmental and General Purposes Committee held on the 25 January 2021 (enc)

8. GRANT APPLICATION (1)

-To consider a smaller grants application from the Friends of Robert Ashton Memorial Park in the sum of £500.00 to establish a bank account, purchase equipment and put on events in the park in the future (enc) deferred from Council on 4 January 2021

9. BUDGET AND PRECEPT 2021/22

-To consider the final approval of the budget and precept for 21/22 as set out in the report prepared by the Clerk (which includes some minor revisions from the version considered by Council on the 4 January 2021) (enc)

-To note that following the January Council meeting the Council received notification of the provisional 21-22 tax base figures from Kirklees Council namely 2834.30 which means Meltham Town Council will receive a grant from Kirklees Council in the sum of £419.77 for 21-22 and allows a calculation of how much a band D property will pay based on the proposed precept.

-In addition to the recommendations of the PAF committee considered at the previous Council meeting the Clerk is also suggesting that:

- The budget for rent and room bookings be reduced by £500 (the budget still covers office / storage rental etc)
- The budget for Ask Meltham should be reduced from £10k to £8868.00 for 21/22 (a new budget for park events has also been established in the sum of £1000.00)

-If acceptable Councillors need to formally approve the budget as set out in the report from the Clerk.

-If acceptable Councillors need to formally authorise the Clerk to make the formal precept demand to Kirklees Council in the sum of £137,981.51

-To delegate to the Clerk (in consultation with the Chair) the drafting of a press release regarding the budget and precept and to authorise the Clerk to post this on the Council's website and provide to the media if requested.

10. INTERNAL CONTROLS

-To approve the schedule of receipts and payments for December and January 2021 (enc).

To note 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 checking.

11. PURCHASE OF LAND

-To receive an update from the Clerk regarding further enquires

12. PRIDE OF MELTHAM NOMINATIONS

-To consider a number of Pride of Meltham nominations received and whether the criteria to approve the award are met in each case (enc)

13. ROBERT ASHTON MEMORIAL PARK MASTER PLAN

-To receive an update on the results of the public consultation exercise which concluded on the 4 January 2021

-To consider the recommendations from the Park Master Plan Working Group on the quick wins and priority areas for development in the light of the consultation exercise namely:

- That the following areas be progressed as quick wins
 - Removal of holly /rhododendron / trees to let light in and open up historic views.
 - Signage and interpretation
 - Create outdoor classroom / storey telling area.
 - Planting of more blubs / wildflowers.
- That the following areas be progressed as priority
 - The improvement of the whole area around the existing children's play area and tennis courts
 - The improvement of the pond area including looking at water quality.
 - A footpath improvement programme
- That the Council go ahead and obtain quotes for more detailed plans / sketch level designs for those areas identified together with indicative costings for the works.
- That the Council identify what level of reserves the Town Council is willing to spend on this project

-To note that if applicable the Working Group will work with Kirklees Officers to scope out the more detailed plans required and obtain quotes for those plans to be brought back to a later Council meeting for consideration.

14. ASK MELTHAM ACTIONS

-To note that Council previously approved 7 priority areas arising from the Ask Meltham exercise.

-To consider the recommendations from the Ask Meltham Working Group:

- That the Town Council approve **all** the recommended specific actions sitting under the 7 priority areas previously agreed by Council set out in the attached report (enc)
- That the improvements / redevelopment of Robert Ashton Memorial Park are dealt with separately (see above)
- That the Council approve on going actions such as:
 - annual campaigns on road safety (which could include speeding/ parking) and Keep Meltham Tidy (which could include litter /dog fouling). The intention is to run three campaigns each year to coincide with the publication of Mercury.
 - To consider a delegation to the Clerk in consultation with the Town Mayor and Chair of Communications Committee to spend up to £1500.00 in respect of the three campaigns annually.
- That the Town Council agree to start with the following specific actions identified by the working group following a scoring exercise namely:

- Explore with Kirklees Council the provision of additional SID/VAS devices in Meltham to combat speeding.
- To work in partnership with WAW to create better signage in the Town and to publicise Meltham as a walking destination.
- To create a Meltham map of paths and tracks and produce leaflets.
- Continue to promote grot spot response service.
- Hold at least 3 events in the park annually (a park events budget of £1000.00 has been created for 2021/22). To consider a delegation to the Clerk in consultation with the Town Mayor and Chair of Communications Committee to spend up to £1000.00 in respect of the park events.
- To meet with Kirklees Officers to explore ways of more joined up working and better reporting mechanisms (WAW to attend)
- That if Council agree the initial specific actions recommended by the working group to note that where applicable a more detailed action plan with deadlines, costings/suggested budget and analysis of resources will be brought back to Council for approval before implementation.
- To note that once these initial specific actions have been completed the process will be repeated until all the actions in the attached report have been completed and then it is suggested that the Ask Meltham Project should be completed again.

15. MELTHAM GREEN WAY PROJECT

-To receive an update on progress and to consider whether the Council formally support the Meltham Greenway Project.

16. YLCA SEEKING VIEWS OF MEMBER COUNCILS ON THE POWER TO HOLD REMOTE MEETINGS

-To note that the government is not currently planning to extend the remote meeting regulations beyond 7 May 2021 and that along with other local government bodies, NALC is continuing to press for this power to be made permanent.

-To note that YLCA is keen to hear from member councils as to their views of the *power* for remote meetings to continue that is, an opportunity for councils to meet remotely if they wished to do after the virus situation is over and the prospect of hybrid meetings, where some attendees are face to face and some join in remotely – a link to the YLCA survey was included with the agenda.

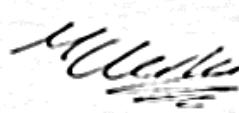
17. STANDING AGENDA ITEM - INFLUENCING TOWN DEVELOPMENT

-To discuss what influence the Town Council has or could have in relation to development in the town, particularly the Town Centre.

18. STANDING AGENDA ITEM - WILSHAW VILLAGE HALL

-To consider an update on progress and any issues (enc)

Dated this 2nd day of February 2021



Michelle Chard

Town Clerk

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

Town Clerk is inviting you to a scheduled Zoom meeting.

Topic: Council meeting

Time: Feb 8, 2021 04:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/86930764468?pwd=cnJUUEdxYnBsK3FaY1FtRjA2Y0ZCdz09>

Meeting ID: 869 3076 4468

Passcode: 401859

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Passcode: 401859

Find your local number: <https://us02web.zoom.us/j/86930764468?pwd=cnJUUEdxYnBsK3FaY1FtRjA2Y0ZCdz09>