



MELTHAM TOWN COUNCIL
The Carlile Institute
Meltham
HD9 4AE

Mrs A Royle
Deputy 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 in the **Jubilee Room on the first floor of the Carlile Institute, Meltham** commencing at **6 pm on Wednesday 30 June 2021**.

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

AGENDA

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 and 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 note the minutes of the Annual Town Meeting held on 26 April 2021.
- To confirm the minutes of the Annual Council Meeting held on 4 May 2021.

6. PLANNING COMMENTS

To note the applications considered on 10 May 2021 and the comments submitted to Kirklees Planning Services under delegated authority.

**7. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR):
YEAR END 31 MARCH 2021**

- To note the Internal Auditor's report
- To note that the AGAR documentation must be received by the External Auditor by 30 July 2021.
- To consider each of the assertions listed on the Annual Governance Statement and determine whether the Council agrees with each of the assertions (enc).
- To approve the enclosed Annual Governance Statement (Section 1) by resolution.
- To receive the Year End Accounts for approval (enc).
- To consider and approve the Accounting Statements 2020/2021 (Section2) (enc).

8. INTERNAL CONTROLS

- To approve the schedule of receipts and payments for June (to be provided under separate cover).
- 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.

9. PICNIC IN THE PARK

- To receive an update on the event planned for Saturday 28 August 2021 and clarify whether or not this is a Town Council event.
- To consider providing funding towards the Meltham Mural should the current grant application be unsuccessful, subject to confirmation of full details, including the level of funding required.

10. MELTHAM MILLS PLEASURE GROUND CHARITY

To note the information provided, receive a report on the meeting held with Kirklees Council's Legal Officer and consider whether the asset should remain with Kirklees Council or if it should be passed to Meltham Town Council.

11. TOWN & PARISH COUNCIL CHARTER WITH KIRKLEES COUNCIL

To note the correspondence received from Mirfield Town Council (copy enclosed) and to agree a response.

12. DEPUTY CLERK

To confirm the terms and conditions of the appointment.

13. FUTURE DATES FOR 2021-22

To consider the meeting schedule.

Dated this 24 day of June 2021

Angela Royle
Deputy Town Clerk