

**MELTHAM TOWN COUNCIL**  
**The Carlile Institute**  
**Meltham**  
**HD9 4AE**



**Mrs T Ball**  
**Locum Clerk to the Council.**

Dear Councillor

In accordance with Schedule 12 of the LGA 1972 Para 10(2)(b) you are summoned to attend the Extra Ordinary Town Council meeting to be held in the Edward Brook room in the Carlile Institute in Meltham **commencing at 6.00pm on Monday 12<sup>th</sup> June 2023.\***

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

**AGENDA**

**PUBLIC QUESTION TIME 6.00 – 6.15pm**

**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. \*\*

\*\*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 Annual Town Council Meeting held 15<sup>th</sup> May 2023 (enc).

**6. MINUTES OF COMMITTEES**

- To confirm for approval and adoption the Minutes of the under-mentioned Committees:  
o Planning, Environment and General Purposes Committee held on 15<sup>th</sup> May 2023 (enc).

## **7. TO RECEIVE REPORTS FROM KIRKLEES ELECTED MEMBERS.**

### **8. INTERNAL CONTROLS**

- 8.1 To consider the internal auditors report 2023.
- 8.2 To consider any actions required in relation to the internal auditors report 2023.
- 8.3 To approve the fixed asset register 2022 to 2023.

### **9. CORRESPONDENCE**

To note items of correspondence received.

- 9.1 Community ownership fund information – emailed 15.5.23.
- 9.2 Upgrade to Zebra Crossing – Kirklees – emailed 18.5.23.
- 9.3 Meltham Memories audit report – emailed 30.5.23.
- 9.4 South Pennine Annual Branch Meeting – 7<sup>th</sup> June – YLCA – emailed 31.5.23.

### **MAYORS INVITES**

Yorkshire Day – Tuesday 1<sup>st</sup> August.

### **10. FINANCE AND GOVERNANCE**

- 10.1 To consider whole council training by the YLCA.
- 10.2 To consider the training budget 2023 to 2024.

### **11. COMMITTEE MEETINGS FOR THE FORTHCOMING YEAR**

To consider the enclosed timetable of committee meetings for the Municipal year.

### **12. PARK REDEVELOPMENT**

- 12.1 To receive an update on the current position.
- 12.2 To consider any further resolutions that are required to progress matters.

### **13. MERCURY NEWSLETTER**

- 13.1 To consider the existing arrangements for the distribution of the newsletter.

Dated this 1<sup>st</sup> June 2023

*Tara Ball*

Locum Town Clerk

**\*Members of the public and officers can attend this meeting remotely and the details to join the meeting via zoom are reproduced below**

Town Clerk is inviting you to a scheduled Zoom meeting.

Topic: Ordinary Town Council Meeting  
Time: Jun 12, 2023 06:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/81730236256?pwd=SU4zSnVHL01QbkQwMWRISmt3alp1UT09>

Meeting ID: 817 3023 6256

Passcode: 996329

One tap mobile

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+442080806591,,81730236256#,,,,\*996329# United Kingdom

Dial by your location

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Meeting ID: 817 3023 6256

Passcode: 996329

Find your local number:

<https://us02web.zoom.us/j/kemLmEK1bH>