

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 26th June 2023.***

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

AGENDA

PUBLIC QUESTION TIME 6.00 – 6.15pm

To receive a presentation from Willshaw Village Hall in relation to an application for financial assistance for the Village Hall.

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

3.1 To receive apologies for absence.

3.2 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 Ordinary Town Council Meeting held 12th June 2023 2023 (enc).

6. MINUTES OF COMMITTEES

- To confirm for approval and adoption the Minutes of the under-mentioned Committees:
o Properties and Finance Committee held on 5th June 2023 (enc).

7. TO RECEIVE REPORTS FROM KIRKLEES ELECTED MEMBERS.

8. INTERNAL CONTROLS

8.1 To approve the receipts and payments schedule April to May 2023.

8.2 To approve the bank reconciliations -:

Co – Op Business Bank 31st May 2023.

Santander 365 Account – 5th June 2023.

8.3 To approve the management accounts April to May 2023.

9. CORRESPONDENCE

To note items of correspondence received.

9.1 Peaks and Dales Line - Bakewell Public Meeting – Emailed 01.06.23.

9.2 PROW Forum 19th June – postponed – Emailed 13.6.23.

9.3 YHCC presentation to South Pennine Branch – Emailed 13.6.23.

9.4 Holme Valley Youth Offer – Emailed 13.6.23.

9.5 D-DAY 80 - 6TH JUNE 2024 Anniversary Guide – YLCA – 14.6.23.

9.6 Step Out Club – request to run bootcamp sessions – RAMP – Emailed 19.6.23.

10. FINANCE AND GOVERNANCE

10.1 To approve the Annual Internal Auditors report 2022/23.

10.2 To approve the AGAR 2022/2023.

a. To approve the Annual Governance Statement (Section 1) for the year ending 31st March 2023.

b. To approve the Annual Accounting Statement (Section 2) for the year ending 31st March 2023.

c. To approve the explanation of variances 2022 to 2023.

10.3 To consider the recommendation from the Properties and Finance Committee to implement additional financial software to improve financial record keeping and controls, namely allotments.

10.4 To consider the drawdown of funds from the Santander 365 account.

10.5 To consider the following amendments to the cooperative business banking mandate -

- Removal of former Councillor Terry Lyons.
- Addition of the new Town Clerk – Mark Brook.

11. PARK REDEVELOPMENT

11.1 To receive an update on the current position.

11.2 To consider any further resolutions that are required to progress matters.

12. MERCURY NEWSLETTER

12.1 To receive an update on the draft Summer 2023 publication.

12.2 To consider any actions required.

13. COUNCILLORS ITEMS

13.1 To receive a report on the public meeting held on Monday 19th June 2023 – Cllr Noon.

Dated this 20th 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: Town Council and Planning Committee Meeting
Time: Jun 26, 2023 06:00 PM London

Join Zoom Meeting
<https://us02web.zoom.us/j/86065940472?pwd=REMxUFZla1g1QzZrdEl6TzIzaE9idz09>

Meeting ID: 860 6594 0472
Passcode: 858873

One tap mobile
+443300885830,,86065940472#,,,,*858873# United Kingdom
+441314601196,,86065940472#,,,,*858873# United Kingdom

Dial by your location

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- +44 131 460 1196 United Kingdom
- +44 203 481 5237 United Kingdom
- +44 203 481 5240 United Kingdom
- +44 203 901 7895 United Kingdom
- +44 208 080 6591 United Kingdom
- +44 208 080 6592 United Kingdom

Meeting ID: 860 6594 0472
Passcode: 858873

Find your local number:
<https://us02web.zoom.us/u/kwT4BwsgY>