



Mr M Brook
Town Clerk & RFO
Meltham Town Council
Carlile Institute
Meltham
HD9 4AE

Dear Councillor,

In accordance with Schedule 12 of the LGA 1972 Para 10 (2)(b) you are summoned to attend the Full Town Council meeting to be held at the Carlile Institute, Edward Brook suite **commencing at 6.00pm on Monday 8th January 2024.**

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

AGENDA

PUBLIC QUESTION TIME 6.00pm – 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

3.1 To receive apologies of 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 – APPOINTMENT OF NEW DEPUTY MAYOR

5.1 To agree that David Haigh becomes Deputy Mayor.

6 – MINUTES

6.1 To confirm as a correct record the Minutes of the Ordinary Town Council Meeting held 18th December 2023 (enc).

7 – MINUTES OF COMMITTEES

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

7.1 Planning, Environmental & General Purposes Committee held on the 27th of November 2023 (enc).

7.2 Planning, Environmental & General Purposes Committee held on the 18th of December 2023 (enc).

8 – TO RECEIVE REPORTS FROM KIRKLEES ELECTED MEMBERS

9 – CORRESPONDENCE

9.1 Email from YLCA regarding an amendment to the councillor log in and password (email circulated 03.01.23).

10 – INTERNAL CONTROLS

10.1 To approve the receipts and payments schedule December 2023: -

Receipts December 2023 - **£6,215.82** Payments December 2023 - **£149,005.74**

10.2 To approve the bank reconciliations: -

Co-Op Business Bank – December 2023

10.3 To approve the management accounts December 2023.

10.4 To approve payments made in excess of £2,000.00 in between meetings (financial regulation 4.8):-

None

11 – FINANCE AND GOVERNANCE

11.1 To consider signing up to the civility and respect. (enc)

11.2 To approve the record management policy January 2024. (enc)

11.3 To consider the 2024/2025 budget/precept, confirming which version 3 or 3.1. we are to proceed with. (enc)

12 – PARK REDEVELOPMENT

12.1 To receive further updates as to the projects progress.

12.2 To agree a proposal for a fence and wildflower area.

13 – PRIDE OF MELTHAM AWARDS

13.1 To discuss the awards to be given out at the Civic Dinner.

14 – COMMUNICATIONS WORKING GROUP

14.1 To discuss Mercury update.

14.2 To give an update on where we are with social media & planner (enc).

15 – LAND SALE AT ROBERT ASHTON MEMORIAL PARK (ADJ. TO 18 MELTHAM MILLS ROAD)

15.1 To inform councillors as to the progress and to invite comments / objections.

16 – 142 HUDDERSFIELD ROAD

16.1 Town Mayor to give an update as to the latest situation.

16.2 To consider the valuation of the property.

Dated this 3rd of January 2024

M.A.Brook

Mark Brook

Town Clerk to the Council

*Members of the public and officers can attend this meeting remotely and the details to join the meeting via Teams are reproduced below: -

Topic: Full Council Meeting

Time: January 8th at 6.00pm

https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2MyOWE4MzctMTFkZC00ODkzLWEzZDYtMDRhMzI5YTQxZjA1%40thread.v2/0?context=%7b%22Tid%22%3a%226ea81637-0f87-4197-910b-4e9855b4d860%22%2c%22Oid%22%3a%227b3b8358-5b26-4d4a-ab9c-b4347851ad99%22%7d