



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 15th July 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 – MINUTES

5.1 To confirm as a correct record the Minutes of the Full Town Council Meeting held 17th of June 2024 (enc).

6 – MINUTES OF COMMITTEES

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

6.1 Planning, Environment & Amenities Committee held on the 1st of July 2024. (enc)

7 – TO RECEIVE REPORTS FROM KIRKLEES ELECTED MEMBERS

8 – CORRESPONDENCE

8.1. To consider the email circulated by the Clerk on the 4th July 2024 regarding the contact list for the Civic Service invitees. (enc)

8.2 Email received 6th July 2024 regarding a memorial bench in the RAMP near the duck pond.

8.3 Defra Bees Needs Awards email from the advisor to Council circulated 3rd July 2024. (enc)

8.4. To consider the email circulated by the Clerk on the 27th June 2024 regarding the next round of road markings being refreshed.

8.5 Developing partnerships with local police update from email originally circulated by the Advisor.

9 – INTERNAL CONTROLS

9.1 To approve the receipts and payments schedule June 2024: -

Receipts June 2024 – **£134.57** Payments June 2024 - **£21,312.76**

9.2 To approve the bank reconciliations: -

Co-operative Instant Access Account – June 2024

Co-operative Current Account – June 2024

9.3 To approve the management accounts June 2024.

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

£5,598.00 Design Powered

£2,066.00 Kirklees Youth Alliance

10 – FINANCE AND GOVERNANCE

10.1 To consider a resolution to delegate any emergencies for the RAMP, or associated assets with a sum of money to a committee for the management of this whilst the Clerk and Advisor are on holiday in August.

10.2 To consider forming a working group to progress the Town Hall lease / option to buy situation.

10.3 To approve the Health & Safety Policy. (enc)

11 – PARK REDEVELOPMENT

11.1 To receive further updates as to the projects progress.

12 – COMMUNICATIONS WORKING GROUP

12.1 To discuss Mercury update.

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

13 – YOUTH PROVISION

13.1 To receive any further information Cllr Naylor may have.

14 – MELTHAM – SUSTAINABLE GROWTH AND DEVELOPMENT STRATEGY

14.1 Update on the transfer of Broadlands Rec.

14.2 Update on Project 142.

15 – STRATEGY WORKING GROUP

15.1 To receive an update from the Strategy Working Group.

16 – EVENTS THE MAYOR HAS BEEN TO AND IS INVITED TO

16.1 Attended the unveiling of the Community Quilt at the Carlile Institute 5th July 2024.

16.2 Was part of the parade at The Meltham Memories event on 6th July 2024.

16.3 Deputy Mayor Wrathall is opening the 24-hour chess marathon for the Meltham Chess Club on 20th July 2024.

16.4 The Mayor will be attending the Mirfield Town Council Civic Service on 28th September 2024.

16.5 The Mayor attended the Art Festival fringe event held at The Crossroads Centre and Carlile Institute on 8th July 2024.

17 – BIODIVERSITY

17.1 The advisor to the Council is to feedback information on a recent session attended.

Dated this 10th of July 2024

M.A. Brook

Mark Brook

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: July 15th at 6.00pm

https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2RIZTQxNzktYmNjOS00YWQ3LTlhMjMtMGE4YWVjOWM3YTNI%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