



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

Minutes of the Full Town Council meeting held at the Carlile Institute, Edward Brook Suite **at 6.00pm on Monday 23<sup>rd</sup> February 2026.**

Present:- Cllr Jurczynsyn (Mayor), Cllr's Batty, Crankshaw, Haigh, Jackson, Noon, Varley and White.

Also present:- The Advisor to the Council and two Police Officers to discuss item 19, this item was brought forward to follow item 4. Ward Cllr Greaves arrived at 6.10pm and departed at 6.20pm.

### **1 – 25/195: 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. – ***Taken as read.***

### **2 – 25/196: 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). – ***None determined.***

### **3 – 25/197: APOLOGIES / REASONS FOR ABSENCE**

3.1 To receive apologies of absence. – ***Cllr's Barrowclough, Coates, King and Wrathall.***

3.2 To consider Councillors reasons for absence. – ***Noted.***

### **4 – 25/198: DECLARATIONS OF INTEREST**

To receive any declarations of interest on items on the agenda. \*\*

***Cllr's Jurczynsyn and White declared an interest in item 9.4 as they are custodians of Carlile CIC, this payment has previously been approved by Full Council (min ref: 25/193, item 21.1)***

\*\*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 – 25/199: MINUTES**

5.1 To confirm as a correct record the Minutes of the Full Town Council Meeting held 26<sup>th</sup> of January 2026 (enc). – ***It was resolved that the minutes are approved.***

## **6 – 25/200: MINUTES OF COMMITTEES**

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

6.1 To confirm as a correct record the Minutes of the Finance, Assets & HR Committee Meeting held 9<sup>th</sup> of February 2026 (enc). – ***It was resolved that the minutes are approved.***

6.2 To confirm as a correct record the Minutes of the Planning, Environment & Amenities Committee Meeting held 9<sup>th</sup> of February 2026 (enc). – ***It was resolved that the minutes are approved.***

## **7 – 25/201: TO RECEIVE REPORTS FROM KIRKLEES ELECTED MEMBERS**

7.1 To receive information directly from Ward Councillors or suitable updates from the Clerk. – ***The Clerk advised Council of the proposed new glass recycling point at Tinker Lane, Cllr Noon confirmed he is in dialogue with some residents regarding this. The Clerk also advised about a missed bin collection issue for the flats on Clarke Lane which hopefully has now been resolved with the aid of Ward Cllr Greaves. Plus, the Clerk advised that Kirklees have written to BM Packaging regarding dangerous HGV parking at Healey House.***

## **8 – 25/202: CORRESPONDENCE**

8.1 To consider the Council Offices visit email from Meltham C of E School. (enc) – ***Mayor Jurczynsyn advised she would circulate some dates between Council as to when this could happen and asked for volunteers to participate.***

8.2 To consider the email from Cllr Greaves regarding Road Safety. (enc) – ***Noted.***

## **9 – 25/203: INTERNAL CONTROLS**

9.1 To retrospectively approve the receipts and payments schedule for January 2026: -

- Receipts – **£4,910.24**                      Payments - **£21,020.74**

***It was resolved that the receipts and payments are approved.***

9.2 To approve the bank reconciliations: -

- Co-operative Current Account – January 2026

***It was resolved that the bank reconciliation is approved.***

9.3 To approve the management accounts for:-

- January 2026

***It was resolved that the management accounts are approved.***

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

£5,000.00 to Carlile CIC Library Contribution & £3571.00 to Enabling Youth

***It was resolved that these payments over £2,000.00 are approved.***

## **10 – 25/204: FINANCE AND GOVERNANCE**

10.1 To approve the Subject Access Policy and Form (updated model document). (enc) – ***It was resolved that this policy is approved.***

10.2 To approve the General Privacy Notice (updated model document). (enc) – ***It was resolved that this policy is approved.***

10.3 To note the policies the Clerk has reviewed (non/minimal changes). (enc) – ***All noted.***

- Record Management Policy & Document Retention Review
- Data Protection Policy
- Privacy Notice for Staff, Councillors and Role Holders
- Security Incident Policy and Security/Data Breach Log

10.4 To approve the interim Internal Audit Report as recommended by the Finance Committee. (enc) – ***It was resolved that the Internal Audit Report is approved.***

10.5 To consider the Smaller Grant Application from the Meltham Scarecrow Group. (enc) – ***It was resolved that the grant application is approved (s137).***

## **11 – 25/205: PARK REDEVELOPMENT AND ONGOING MAINTENANCE**

11.1 To note any general updates and other maintenance issues. (enc) – ***Maintenance issues noted. The Clerk requested a list of the proposed new positions of the new signage. The Clerk is sharing the weekly inspection sheet with Friends of RAMP and Cllr White advised the park management plan is well underway along with the band stand plan.***

## **12 – 25/206: COMMUNICATIONS WORKING GROUP**

12.1 To discuss Mercury update and next publication date. – **Mayor Jurczynsyn confirmed copy will be with the printers this week to meet the deadline.**

12.2 To give an update on where we are with social media & planner. – **No updated as Cllr Coates wasn't in attendance.**

12.3 To receive an update with the latest situation on the information boards. – **Mayor Jurczynsyn advised that the artist has started the work and was able to share a few initial images to Council.**

### **13 – 25/207: YOUTH PROVISION**

13.1 To receive any updates from Cllr Coates. – **The Clerk advised that he has spoken with Enabling Youth to ensure they are aware what they need to report to Full Council, so a decision can be made on funding for 2026-27.**

### **14 – 25/208: MELTHAM – SUSTAINABLE GROWTH AND DEVELOPMENT STRATEGY**

14.1 Update on the Section 106 monies situation. (enc) – **Kirklees Officers have been chased but no further updates are available.**

14.2 To receive further updates regarding the asset transfer of Meltham Recreation Ground (MRG). – **The Advisor is meeting with Kirklees on the 24.2.26 and was asked to ascertain an approximate timeline from the solicitors as she Advised Council that the transfer may go over the initial deadline of the 31<sup>st</sup> of March. The Advisor also confirmed she would be in discussion with the Clerk to set up a new account on the Scribe Accounting system for MRG and Cllr Noon confirmed Grassroots are doing a survey as well.**

### **15 – 25/209: STRATEGY WORKING GROUP**

15.1 To receive an update from the Strategy Working Group. – **Cllr White advised various points were covered in items 11.1 and 14.2. Also, from the Ask Meltham review there are additional actions that need to be merged into the delivery plan, which the Advisor will update and circulate. Cllr White also stated there needs to be a resolution to enable the lighting system to get up and running soon for the skate park. Discussions moved on to how it could be possible for the MRG to be looked after, Cllr Jackson informed the Council that their plan with the rugby club was that with all the age groups playing, you could potentially have a self-policing element with peers helping prevent vandalism and anti-social behaviour (sadly this never bore fruit as the club disbanded), the Clerk will also contact other local councils and see what their approaches are.**

### **16 – 25/210: ASK MELTHAM**

16.1 Please approve the results and priorities from the Ask Meltham review. (enc) – **It was resolved that the results and priorities are approved.**

### **17 – 25/211: TO NOTE EVENTS THE MAYOR HAS BEEN TO AND IS INVITED TO**

17.1 The Mayor went to the Saddleworth Civic Service on the 1<sup>st</sup> of February 2026. – **Noted.**

17.2 Full Council was invited to the Crossroads Shop 30<sup>th</sup> Birthday on the 14<sup>th</sup> of February 2026. – **Noted.**

17.3 The Mayor opened the new garden / sensory room at Greenacres on the 18<sup>th</sup> of February 2026. – **Noted.**

#### **18 – 25/212: PRIDE OF MELTHAM AWARDS**

18.1 To consider any nominations that have been put forward. – ***It was resolved that the nomination put forward is approved.***

#### **19 – 25/213: CRIME ISSUES IN MELTHAM**

19.1 To receive any updates on crime and disorder in the Meltham Township. (enc) – ***Two police officers attended the meeting; this item was therefore moved up to follow item 4. Council were advised that crime rate in Meltham has reduced over the last year and is lower than other areas as well, the police reiterated that the public needs to report and keep reporting any illegal activity they see. Speeding enforcement will increase as they are investing in extra training, the Clerk and Cllr Haigh requested enforcement on Wessenden Head Road and through Wilshaw, especially at peak times. Mayor Jurczynsyn asked about the off roading issues we get and currently there is no police funding to support this, Ward Cllr Greaves suggested using some of the budget from Operation Trimberg, this will be explored.***

19.2 To consider the email chain regarding vandalism and anti-social behaviour around Near Lane. (enc) – ***The police are aware of the ongoing situation and have increased patrols in that area.***

19.3 To consider how anti-social behaviour is reported at Meltham Recreation Ground. (enc) – ***The Clerk will be able to report via 101 or through the police website, a link is also being added to the Town Council website.***

The meeting concluded at 7.14pm

***M.A.Brook***

Mark Brook

Clerk to the Council