



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

Minutes of the Full Town Council meeting to be held at the Carlile Institute, Edward Brook Suite **at 6.00pm on Monday 27th July 2026.**

Present: Cllr Coates (Mayor), Cllr's Barrowclough, Batty, Crankshaw, Haigh, Jackson, Jurczynszyn, King, Noon, Varley and White.

Also present: Ward Councillor Julia Roebuck, ***also there were two representatives of the Royal Voluntary Service Meltham who gave a detailed and enjoyable account of what their new community group is wanting to do in Meltham, giving more context for the Councillors to consider their grant request on item 11.5.***

1 – 26/75: 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 – 26/76: 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.***

3 – 26/77: APOLOGIES / REASONS FOR ABSENCE

3.1 To receive apologies of absence. – ***Cllr Wrathall.***

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

4 – 26/78: DECLARATIONS OF INTEREST

To receive any declarations of interest on items on the agenda. ** - **None declared.**

**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 – 26/79: MINUTES

5.1 To confirm as a correct record the Minutes of the Full Town Council Meeting held 22nd of June 2026 (enc). – **It was resolved that the minutes are approved.**

6 – 26/80: 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 13th of July 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 13th of July 2026 (enc). – **It was resolved that the minutes are approved.**

7 – 26/81: TO RECEIVE REPORTS FROM KIRKLEES ELECTED MEMBERS

7.1 To receive information directly from Ward Councillors or suitable updates from the Clerk (highlighted in the email the Clerk sent when requesting if Councillors wanted feedback on specific issues from the Ward Councillors). – **Ward Cllr Noon confirmed that the Report It campaign to help residents report issues with Kirklees is going live shortly. The Colders Lane dip in the road is with Yorkshire Water and the road closure letters for around the town have been sent out. Cllr Noon also suggested that Meltham Town Council consider the caretaker cutting back some vegetation in the town as it is likely to be October/November when Kirklees attend to anything further.**

Ward Cllr Roebuck had a walk round the Broadlands area with the Kirklees housing officer, noting issues with service charge increases and a reduction in the quality of service from Kirklees – awaiting feedback on this.

Ward Cllr Noon also had a discussion in a non-official capacity with a resident regarding excessive noise and ball incursion at Robert Ashton Park, this issue is being investigated by Kirklees and Council await their report before considering a response.

8 – 26/82: TO RECEIVE REPORTS FROM MELTHAM COUNCIL ELECTED MEMBERS

8.1 To receive any updates from Meltham Town Councillors on projects they are working on, not covered on this agenda. – **Cllr Haigh advised there is a new franchising system with public transport and that his contact would like to present to Council, this was agreed and Cllr Haigh will contact them and they will liaise with the Clerk.**

8.2 Cllr Barrowclough would like the Council to consider what actions we can take regarding the Femme Tour De France. – ***Cllr Noon advised that the route will be confirmed at the end of August, so we should have further information for the next Full Council meeting.***

9 – 26/83: CORRESPONDENCE

9.1 To note the thank you email from Wilshaw Village Hall (circulated by the Clerk 23.6.26). – **Noted.**

9.2 To note the email from Zurich Insurance. (enc) – **Noted.**

9.3 To note the East Pennine Orienteering email. (enc) – **Noted.**

9.4 To note the Meltham Chess Club email. (enc) – **Noted.**

9.5 To note the email from the CPD Manager regarding Martyn's Law and planning events. (enc) – ***Noted and the Council thanks the CPD Manager for putting the information together.***

10 – 26/84: INTERNAL CONTROLS

10.1 To retrospectively approve the receipts and payments schedule for June 2026: - ***It was resolved that they are approved.***

- Receipts – £867.37 Payments - £15,160.82

10.2 To approve the bank reconciliations: - ***It was resolved that it is approved.***

- Co-operative Current Account – June 2026

10.3 To approve the management accounts for:- ***It was resolved that they are approved.***

- June 2026

10.4 To approve payments made of more than £2,000.00 in between meetings (financial regulation 4.8):- None made.

11 – 26/85: FINANCE AND GOVERNANCE

11.1 To approve the continuation of Internal Audit Yorkshire as our internal auditor for 2026/27 as recommended by the Finance Committee. (enc) – ***It was resolved that this is approved.***

11.2 To note the policies the Clerk/CPD Manager has reviewed (non/minimal changes). (enc) – ***Noted.***

- Health & Safety Policy. (enc)

11.3 Update on the Section 106 monies situation. (enc) – ***Cllr Noon is awaiting information back from a meeting with Kirklees.***

11.4 To approve the Committee Membership for 2026/27. (enc) – ***It was resolved that this is approved.***

11.5 To consider the small grants funding request from the Royal Voluntary Service. (enc) – ***It was resolved that this is approved. (s137)***

11.6 To approve the emailed cost from Kirklees for the Town's Christmas Tree. (enc) – ***It was resolved that this is approved.***

12 – 26/86: PARK REDEVELOPMENT AND ONGOING MAINTENANCE

12.1 To note any general updates and other maintenance issues. (enc) – ***Noted and the Clerk will update the completion dates.***

12.2 To consider the JLCI Maintenance Contract Procurement costs supplied by Kirklees, requested by the Planning Committee to be discussed further. (enc) – ***It was resolved that this is approved.***

12.3 To approve the cost of the permanently fixed dog signposts. (enc) – ***It was resolved that this is approved.***

12.4 To retrospectively approve the Mill Bank red brick wall re-build and new fencing cost. (enc) – ***It was resolved that this is approved.***

13 – 26/87: COMMUNICATIONS WORKING GROUP

13.1 To discuss Mercury update and next publication date. – ***Cllr Jurczynszyn advised that digital copies of the Summer edition are on the website and our social media with printed copies due for delivery mid to late August. The next edition will need final copy by the 7th / 8th of October.***

13.2 To give an update on where we are with social media & planner. – ***Mayor Coates asked for content to post to be sent through, Cllr Jurczynszyn noted that the 'Throwback Thursday' post worked well and Mayor Coates will be aiming to continue these.***

13.3 To receive an update with the latest situation on the information boards. – ***No further updates.***

14 – 26/88: MELTHAM RECREATIONAL GROUND ASSET TRANSFER (REF: REC/47)

14.1 On recommendation of the Finance Committee please approve the delegation of running the Recreational Ground to the Trustees. – ***It was resolved that this is approved.***

14.2 To consider giving a financial contribution to Meltham Recreation Ground Trust of £40,000 for the financial year 2026 to 2027. – ***It was resolved that this is approved. (s134)***

14.3 On recommendation of the Finance Committee please agree the schedule of funding / service level agreement for the Recreation Ground. – ***It was resolved that this is approved. (s134)***

15 – 26/89: STRATEGY WORKING GROUP

15.1 To approve the minutes of the Strategy Working Group on the 6th of July 2026. (enc) – ***It was resolved that the minutes are approved.***

15.2 To receive an update from the groups meeting on the 6th of July 2026. – ***Deferred to the next meeting.***

15.3 To consider the 2023 – 2027 action plan. (enc) – ***To ensure this is aligned with the work that Cllr Batty is doing before it goes live, otherwise the document is approved.***

15.4 To approve the aspirations, objectives and delivery plan 2023 to 2027. (enc) – ***To ensure this is aligned with the work that Cllr Batty is doing before it goes live, otherwise the document is approved.***

16 – 26/90: TO NOTE EVENTS THE MAYOR HAS BEEN TO AND IS INVITED TO

16.1 The Mayor attended the Meltham Art Week Preview event on the 6th of July 2026. – ***Noted.***

16.2 The Mayor attended the Meltham Chess Club's 24-Hour Marathon Annual Event on the 18th of July 2026. – ***Noted.***

16.3 The Mayor will be attending the Goole Town Council's Official Yorkshire Day Celebrations on the 1st of August 2026. – ***Noted.***

16.4 The Mayor will be attending the Lego themed children's event at St. James's Church on the 2nd of August 2026. – ***Noted.***

16.5 The Mayor will be attending the Kirklees Civic Dinner on the 7th of August 2026. – ***Noted.***

16.6 The Deputy Mayor will be attending the Saddleworth Civic Service on the 6th of September 2026. – ***Noted.***

17 – 26/91 CRIME ISSUES IN MELTHAM

17.1 To receive any updates on crime and disorder in the Meltham Township. (enc) – ***Noted.***

18 – 26/92: PLANNING APPLICATIONS

18.1 Please comment on the following planning applications:

- Application No: 2026/91762, Plot 13/14, former Royd Edge Dyeworks, Holmfirth Road, Meltham, Holmfirth, HD9 4BY.
Change of use to convert 2 apartments into one dwelling with amendments to internal layout, parking and landscaping – ***Noted.*** [Planning application details | Kirklees Council](#)
- Application No: 2026/91807, 136, Wessenden Head Road, Meltham, Holmfirth, HD9 4HR.
Erection of extensions to side and rear, raised patio and associated works – ***Supported.*** [Planning application details | Kirklees Council](#)
- Application No: 2026/91749, The Stables, Healey Houses, Netherton, Huddersfield, HD4 7DG.
Erection of extensions and alterations to curtilage building to form dwelling (Listed Building) – ***Supported.*** [Planning application details | Kirklees Council](#)

- Application No: 2026/91751, The Stables, Healey Houses, Netherton, Huddersfield, HD4 7DG.
Listed Building Consent for erection of extensions and alterations to curtilage to form dwelling – Supported. [Planning application details | Kirklees Council](#)

The meeting concluded at 7.03pm

M.A.Brook

Mark Brook
Clerk to the Council