



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 27th July 2026.**

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

AGENDA

PUBLIC QUESTION TIME 6.00pm – 6.15pm

The organiser of the Royal Voluntary Service will be in attendance.

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 22nd of June 2026 (enc).

6 – 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).

6.2 To confirm as a correct record the Minutes of the Planning, Environment & Amenities Committee Meeting held 13th of July 2026 (enc).

7 – 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).

8 – 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.

8.2 Cllr Barrowclough would like the Council to consider what actions we can take regarding the Femme Tour De France.

9 – CORRESPONDENCE

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

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

9.5 To note the email from the CPD Manager regarding Martyn's Law and planning events. (enc)

10.1 To retrospectively approve the receipts and payments schedule for June 2026: -

- Receipts – £867.37 Payments - £15,160.82

- Co-operative Current Account – June 2026

- June 2026

11 – FINANCE AND GOVERNANCE

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

- Health & Safety Policy. (enc)

11.3 Update on the Section 106 monies situation. (enc)

11.4 To approve the Committee Membership for 2026/27. (enc)

11.5 To consider the small grants funding request from the Royal Voluntary Service. (enc)

11.6 To approve the emailed cost from Kirklees for the Town's Christmas Tree. (enc)

12.1 To note any general updates and other maintenance issues. (enc)

12.2 To consider the JLCI Maintenance Contract Procurement costs supplied by Kirklees, requested by the Planning Committee to be discussed further. (enc)

12.3 To approve the cost of the permanently fixed dog signposts. (enc)

12.4 To retrospectively approve the Mill Bank red brick wall re-build and new fencing cost. (enc)

13 – COMMUNICATIONS WORKING GROUP

13.1 To discuss Mercury update and next publication date.

13.2 To give an update on where we are with social media & planner.

13.3 To receive an update with the latest situation on the information boards.

14 – 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.

14.2 To consider giving a financial contribution to Meltham Recreation Ground Trust of £40,000 for the financial year 2026 to 2027.

14.3 On recommendation of the Finance Committee please agree the schedule of funding / service level agreement for the Recreation Ground.

15 – STRATEGY WORKING GROUP

15.1 To approve the minutes of the Strategy Working Group on the 6th of July 2026. (enc)

15.2 To receive an update from the groups meeting on the 6th of July 2026.

15.3 To consider the 2023 – 2027 action plan. (enc)

15.4 To approve the aspirations, objectives and delivery plan 2023 to 2027. (enc)

16 – 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.

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

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

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

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

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

17 – CRIME ISSUES IN MELTHAM

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

18 – 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. [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. [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). [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. [Planning application details | Kirklees Council](#)

Dated this 22nd of July 2026

M.A.Brook

Mark Brook
Clerk to the Council

Members of the public and officers can attend this meeting remotely, please email the Town Clerk on townclerk@melthamtowncouncil.gov.uk with your name and address details and a link for the session will be emailed to you, we also ask that your camera be turned on so that you can be formally introduced to the Council at the start of the meeting.