



ANNUAL TOWN COUNCIL MEETING

Held on: Tuesday 19th May 2015 at 7.15pm

Held at: Council Offices, Huddersfield Road, Mirfield.

Councillors Present: V Lees-Hamilton, J Hirst, D Pinder, J Nottingham, M Bolt, S Guy, S Benson, G Bunton, P Tolson, K Sibbald, C Walker

Councillors Absent: A. Burton, M Burton, J Taylor, K Taylor

In attendance:

CLERK : L Staggs
PUBLIC : NONE
PRESS : Richard Beecham (Mirfield Reporter)

MINUTES

MTC1/2015	<p><u>CHAIRMAN'S WELCOME</u> Cllr Lees-Hamilton welcomed everyone in attendance and welcomed all Cllrs, new and old. Cllr Lees-Hamilton began by discussing a newspaper article relating to Mirfield Fest. She reads the minutes from Tuesday 10th March 2015 MTC227 Item 4 in which Donal O'Driscoll informs MTC of his intentions regarding MFest, she confirms that Donal attended MTC to inform it of his intentions for a 2 day festival and further confirms that not at any time was MTC asked for a grant towards the festival. MTC voiced its concerns and agreed for Donal to promote MFest outside the library one Saturday.</p>	
MTC2/2015	<p><u>ELECTION OF NEW CHAIRMAN:</u> 1. Election <u>Cllr M Bolt Proposed</u> Cllr Lees-Hamilton for a third term <u>SECONDED: S Benson</u> <u>VOTE: All in favour</u></p> <p>2. Cllr Lees-Hamilton thanked Cllrs and stated she would be happy to accept and read aloud and signed the Declaration of Acceptance register for the position of Chairman.</p> <p>3. To nominate their charity / charities for the year. Chairman Cllr Lees-Hamilton stated she needed time to think of a charity for the forthcoming year. She thanked everyone for their support with last year's charity Safe Anchor Trust and confirmed that over £200 was raised in the collection at Civic Service and the total amount raised to date exceeds</p>	

	£1000.	
MTC3/2015	<u>COUNCIL TO GIVE THANKS TO THE DISCHARGING MAYOR</u> Cllr Pinder stated he was happy to support the Proposal of Cllr Lees-Hamilton for another year. Cllr Lees-Hamilton thanked Cllrs for having faith in her.	
MTC4/2015	<u>ELECTION OF THE DEPUTY CHAIRMAN:</u> The Chairman Cllr Lees-Hamilton invited nominations for Deputy Mayor. Cllr Bolt Proposed Cllr S Guy Seconded: Cllr Nottingham Vote: All in favour. Motion carried, Cllr S Guy was elected as the new Deputy Chairman. Cllr Guy then joined the Chairman at the top table.	
MTC5/2015	<u>APOLOGIES FOR ABSENCE</u> Members are reminded that apologies should be sent to the Administrator or Chairman if you are unable to attend. Cllrs: M. Burton, A. Burton, K Taylor, J Taylor	
MTC6/2015	<u>DECLARATION OF INTEREST</u> Members to declare interests if applicable to any item on the agenda. Cllr Pinder – Royal British Legion, Mirfield Rifle Volunteers & Mirfield Community Partnership Cllr S Benson – Project Mirfield Cllr S Guy – Royal British Legion, Mirfield Rifle Volunteers & Mirfield Library	
MTC7/2015	<u>PUBLIC QUESTION TIME:</u> NONE	
MTC8/2015	<u>MEETINGS 2015/16</u> Set the dates, times and place of meetings of the council for the year. A list was circulated and agreed at the meeting. PROPOSED: S Guy SECONDED: J Nottingham VOTE: All in favour Action: Clerk to display in the office window and send to Cllrs by email.	
MTC9/2015	<u>OUTSIDE BODIES:</u> To appoint members. Cllr Lees-Hamilton Proposed to defer Cllr D Pinder Seconded Vote: All in favour Clerk to send a list of Outside Bodies to Cllrs via email	
MTC10/2015	<u>REVIEW AND ADOPTION OF APPROPRIATE POLICIES:</u> 1. Financial Regulations 2. Standing Orders 3. Effectiveness of system of the internal auditor 4. Complaints Procedure 5. Internal Audit Review: i. System of Internal Control ii. Risk Management Cllr Lees-Hamilton Proposed to defer Cllr Pinder Seconded Vote: 8 in favour Abstained: 3	

MTC11/2015	<p><u>CONFIRMATION OF MINUTES:</u></p> <ol style="list-style-type: none"> To approve the minutes of the ordinary meeting of 28th April 2015 as a true and correct record including payments of £896.87 Cllr Guy Proposed the minutes were a true and correct record Cllr Hirst Seconded Vote: 6 in favour To receive information on the following on going issues and decide further action where necessary. Cllr Pinder informed MTC that the Toilet Roll Holders have been fitted to the Public Toilets. 																																		
MTC12/2015	<p><u>FINANCE:</u> To consider and decide any action where necessary on the following matters:</p> <ol style="list-style-type: none"> BT Direct Debit £51.94 – NOTED Well Polished £287.50 -NOTED <table border="1" data-bbox="443 689 1329 1238"> <thead> <tr> <th colspan="3">May</th> </tr> <tr> <th>Payee</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Administrator L Staggs</td> <td>May Salary</td> <td>£ 653.51</td> </tr> <tr> <td>HMRC</td> <td>May PAYE</td> <td>£ 182.83</td> </tr> <tr> <td>Just Gardens</td> <td>April Maintenance</td> <td>£ 80.00</td> </tr> <tr> <td>Just Gardens</td> <td>Eastthorpe Central Bed</td> <td>£ 610.00</td> </tr> <tr> <td>Clan Services</td> <td>Unblocking public toilets</td> <td>£ 250.00</td> </tr> <tr> <td>Extra Mile</td> <td>Office Cleaning</td> <td>£ 24.00</td> </tr> <tr> <td>Dolly Duster</td> <td>Catering Civic Service</td> <td>£ 50.00</td> </tr> <tr> <td>V Lees-Hamilton</td> <td>Costco Food Civic Service</td> <td>£ 228.00</td> </tr> <tr> <td>TOTAL</td> <td></td> <td>£ 2078.34</td> </tr> </tbody> </table> <p>Cllr Bolt Proposed to pay en block Cllr Pinder Seconded Vote: All in favour</p>	May			Payee	Description	Amount	Administrator L Staggs	May Salary	£ 653.51	HMRC	May PAYE	£ 182.83	Just Gardens	April Maintenance	£ 80.00	Just Gardens	Eastthorpe Central Bed	£ 610.00	Clan Services	Unblocking public toilets	£ 250.00	Extra Mile	Office Cleaning	£ 24.00	Dolly Duster	Catering Civic Service	£ 50.00	V Lees-Hamilton	Costco Food Civic Service	£ 228.00	TOTAL		£ 2078.34	
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MTC13/2015	<p><u>INTERNAL MATTERS:</u> To receive information on the following items and decide any action where necessary.</p> <ol style="list-style-type: none"> Appoint members of Employment Committee – Cllr Lees-Hamilton Proposed the Clerk send out Terms of Reference to all Cllrs to look through and defer to next meeting Cllr Pinder Seconded Vote: All in favour Appoint signatories of Bank account – Cllr Guy Proposed Cllrs K Taylor, K Sibbald, J Hirst & D Pinder be appointed as signatories Cllr Bolt Seconded Vote: All in favour To approve civic costs and payments – Cllr Lees Hamilton stated the cost of catering was £50 to Dolly Duster and £228 reimbursement to her for purchasing the food from Costco. Cllr Pinder Proposed MTC pay £50 to Dolly Duster and reimburse Cllr Lees-Hamilton £228 Cllr Sibbald Seconded Vote: All in favour Location and purchase of Benches – Cllrs to liaise with their ward Cllrs to the best area for these Cllr Pinder Proposed 1 bench per ward with the addition of an extra one for the central bed in Eastthorpe Gardens Cllr Nottingham Seconded Vote: All in favour 																																		

	<p>5. Asset transfer & Business Plan – Cllr Lees-Hamilton confirmed that she will contact the lady concerned for a business plan and also contact Jenny at Locality for help with asset transfer. She mentions the asset transfer of Mirfield Community Centre and Cllr Bolt adds that he is not sure what the terms for this will be. Cllr Guy states that Friends of Mirfield Library should contact Mirfield Community Centre to discuss asset transfer. Cllr Lees-Hamilton states she will arrange for Jenny Pupius to visit MTC.</p> <p>6. KMC Investment Fund – Clerk gives update on the KMC fund and explains the issues that have arisen. Cllr Bolt Proposed that members check out possible funds and the Clerk contacts YLCA for possible alternatives Cllr Pinder Seconded Vote: All in favour</p> <p>7. Agree & Sign off Annual Return – Defer to 2nd meeting June issues relating to Item 6.</p>	
MTC14/2015	<p><u>MIRFIELD MATTERS:</u> To consider and decide any action where necessary on the following matters. Cllr Bolt gives a history of the Mirfield Matters survey that was conducted in 2007. Some of the outcomes were Crime/Environment and that MTC was valued by residents more than the area committee. He states MTC should draw a line under this as it is 7 years on and contacts an external company to enhance the survey. He states that an approximate figure of £20k would be required but MTC would look to partnerships to stand some of the cost ie Police, Local District Committee. Cllr Walker & Cllr Benson has concerns regarding the high cost and Cllr Nottingham asks what the long term benefits are. Cllr Bolt states that it would be a good business plan for the next 4 years, that last time ‘grot spots’ were flagged that led to Cllr Nottingham conducting his litter picks. He states that residents welcomed the survey and that it would show what their priorities are. Cllr Pinder states that with possible devolution and asset transfers it would be a good position to argue a case. Cllr Bolt states MTC could use the same company as before and that they mail, follow up, collate and bring the results back to MTC. Cllr Sibbald states that if a new document is produced for the next 10 years, it equates to just £2k per year. Cllr Benson states that a neighbourhood plan is a priority Cllr Lees-Hamilton states that Jenny from Locality can assist MTC with this and Cllr Pinder confirms that there are grants that can be applied for too. Cllr Bolt Proposed that a Working Party be set up to look into a new survey Cllr Pinder Seconded stated he would be willing to go on a working party Vote: All in favour Cllr Bolt mentioned the Car Park Survey stating that MTC need to maintain a vibrant high street by possibly re-imposing charges i.e. 3 hours no return. He states he will deal with media and make sure all Cllrs get copies and costs of actioning this.</p>	
MTC15/2015	<p><u>GRANT APPLICATIONS:</u></p> <ol style="list-style-type: none"> 1. To consider grant applications submitted: NONE 2. To receive updates from previously approved grants: NONE 	
MTC16/2015	<p><u>PLANNING:</u></p> <ol style="list-style-type: none"> 1. To consider planning applications received from Kirklees Council. Cllr Lees-Hamilton explains to new Cllrs that applications are dealt with Ward by Ward. She states MTC are a scrutiny body and can raise objections and support residents and that the Village Design Statement is a recognised planning document by Kirklees. Clerk to 	

	<p>send copy to new Cllrs. 2015/91235 28 Calder Rd – Noted 2015/91210 Primrose Farm – Noted 2015/91325 1 Moor View – Noted 2015/91323 The Mirfield Free Grammar – Noted 2015/91253 Mount Pleasant Farm – Noted 2015/91369 12 Kenilworth Close – Noted 2015/91356 32 Holmedene Drive – Noted</p> <p>2. To consider planning decision notifications from Kirklees Council. NO COMMENTS/NOTED Cllr Pinder Proposed to Note all items in 1. & 2. Cllr Lees-Hamilton Seconded Vote: All in favour</p> <p>3. Balderstone Hall Lane – Cllr Benson informed MTC that Project Mirfield was continuing with its Video objection. He states that Kirklees flood management will not support the drainage on the development. He states the next step for them is to look at the Carbon Footprint on the build.</p>	
MTC17/2015	<p><u>CORRESPONDENCE:</u> To receive the following items of correspondence and decide any action where necessary.</p> <ol style="list-style-type: none"> 1. YLCA Training programme - Noted 2. Creative Arts Hub – Noted 3. YLCA Events - Noted 4. Rural Action Yorkshire – Noted 5. Fields In Trust – Noted 6. Mirfield Memorial Park Email – Noted 7. Creative Arts Hub – Noted <p>Clerk to send copies to new Cllrs</p>	
MTC18/2015	<p><u>MATTERS FOR REPORT AND INFORMATION:</u> Cllr Guy informs MTC that 27th June Armed Forces day, Royal British Legion and Mirfield Rifle Volunteers will be hosting a karaoke with buffet. Cllr Pinder confirms an estimate of £55 for the repairs to the disabled toilet door. Clerk will action under delegated powers. He also states that an estimate for plastering the toilets is due in. He states that former Cllr White has agreed to continue locking the toilets at night and MTC gives a vote of thanks to Cllr White. He also confirms the showground was left in spotless condition by the Fair.</p>	
MTC19/2015	<p>THE DATE OF THE NEXT FULL COUNCIL MEETING: Tuesday 2nd June 2015. Cllr Lees-Hamilton gives thanks to former Cllr White and ends by welcoming new members. Time Meeting Closed:.....8.17pm.....</p>	

