



To: All Councillors
Press
Notice Board (members of the public are welcome to attend)

..... Lisa Staggs – Clerk

Dear Councillor,

You are hereby summoned by the Town Mayor to attend a meeting of:

ANNUAL TOWN COUNCIL MEETING

To be held on: Tuesday 15th May 2018 at 7.15pm or at the rising of the preceding meeting.

To be held at: St Mary’s Community Centre, Church Lane, Mirfield.

A period of 15 minutes will be allowed during the meeting for questions and comments from members of the public on matters relevant to the Town council. There should only be one speaker per topic, each member is allowed three minutes in which to speak (approximately). MTC should be notified 7 days prior by post or email via the Office, with details of what they wish to speak about including the wording.

AGENDA

MTC1/2018	<u>CHAIRMAN’S WELCOME</u>
MTC2/2018	<u>ELECTION OF NEW CHAIRMAN:</u> 1. Election 2. To read and sign the Declaration of Acceptance of Office of Chairman. 3. To nominate their charity / charities for the year.
MTC3/2018	<u>COMMITTEE TO GIVE THANKS TO THE DISCHARGING MAYOR</u>
MTC4/2018	<u>ELECTION OF THE DEPUTY CHAIRMAN:</u> 1. Election
MTC5/2018	<u>PUBLIC QUESTION TIME:</u>
MTC6/2018	<u>APOLOGIES FOR ABSENCE:</u> To receive apologies and approve reasons for absence. (Members are reminded that apologies should be sent to the Clerk or Chairman if they are unable to attend)
MTC7/2018	<u>DECLARATION OF INTEREST:</u> To receive any declarations of interest to any item on the agenda including any pecuniary interests whether they have been declared under the Council’s Code of Conduct or Members Register of Pecuniary Interests
MTC8/2018	<u>MEETINGS 2018:2019</u> Set the dates, times and place of all meetings of the council for the year including the Annual Town Meeting.

MTC9/2018	<u>OUTSIDE BODIES</u> – To appoint members.
MTC10/2018	<u>REVIEW AND ADOPTION OF APPROPRIATE POLICIES</u> 1. Effectiveness of system of the internal auditor 2. Complaints Procedure 3. Internal Audit Annual Review: i. System of Internal Control ii. Risk Management 4. GDPR Privacy Policy 5. GDPR Consent Form
MTC11/2018	<u>CONFIRMATION OF THE MINUTES:</u> 1. To approve the minutes of the ordinary meeting of 24 th April 2018 as a true and correct record including payments of £1168.17 .
MTC12/2018	<u>MATTERS ARISING FROM THE MINUTES:</u> To receive information on the following ongoing issues and decide further action where necessary 1. To receive an update from Clerk on Mirfield Memorial Park Fields In Trust Status & decide any action necessary 2. To receive an update from Cllr Guy on Mirfield Defibrillators & decide any action or costs necessary 3. To receive an update from Cllr Benson on Mandate to prepare Flood Prevention Report & decide any action necessary 4. To receive an update from Cllr Pinder on the Ambassadors Book & Board & agree any action or costs necessary 5. To receive an update from Cllr Blakeley on Defibrillator Plaques & agree any action or costs necessary
MTC13/2018	<u>FINANCE:</u> To approve the following accounts for payment 1. To agree Clerks May Salary by Bacs 2. To agree PAYE May online payment 3. To agree Clerks Working Allowance by Bacs 4. To agree St Mary's May Room Hire £21.00 5. To agree Just Gardens May Maintenance £80.00 6. To agree YLCA GDPR Training Workshop 26/4/18 £45.00 7. To agree YLCA membership £1747.00 8. To receive a bank reconciliation to 30/04/18 9. To receive a spend/income comparison with the adopted budget
MTC14/2018	<u>GRANT APPLICATIONS:</u> 1. To consider grant applications submitted: Upper Hopton Community Association – Car Park Mirfield Round Table – Beer Festival 2. To receive updates from previously approved grants: Battleyford Belles
MTC15/2018	<u>PLANNING:</u> 1. To consider planning applications received from Kirklees Council. 2018/91337 47 Northway Erection of two storey side extension 2018/91393 43 Hepworth Lane Erection of side extension and alterations, front porch and dormer windows to front and rear with alterations to roof to form living accommodation 2018/91377 Dr Reddys Ltd Erection of an extension to production building and servicing bay 2018/91405 25 Water Royd Crescent Erection of single storey rear extension and alterations to convert garage to living accommodation 2018/91430 11 Wilson Road Demolition of detached garage and erection of

	<p>2 storey side extension</p> <p>2. To consider planning decision notifications from Kirklees Council. 2018/90686 7 Bronte Grove Erection of single storey front extension – Granted 2018/90629 9 Knowl Road Change of use from ground floor shop to beauty salon, shop and domestic garage space – Granted 2018/90144 36 Calder Road Erection of extension to ground floor store with apartment above – Refused 2018/90706 The Outpost Erection of extensions and alterations to existing dwelling – Granted 2018/92887 97 Stocks Bank Road Demolition of existing dwelling and erection of three dwellings with associated works – Granted 2018/90789 The Coach House Erection of single storey side extension – Granted 2018/90847 10 Lady Heton Avenue Erection of single storey rear extension and alterations to convert integral garage to living accommodation – Granted 2018/94119 Land off Sands Lane Demolition of existing building, erection of new building for educational classroom, cafe and toilets, upgraded access road, car parking, cycle parking, picnic and play areas – Granted 90177 Land at Lowlands Road Erection of extension to existing works – Granted</p> <p>3. To consider potential controversial applications: 2017/93935 Erection of 61 dwellings Land off, Woodward Court & agree any action necessary 2017/94124 Outline application for erection up to 60 dwellings Land at Dunbottle Lane & agree any action necessary 2018/90801/90802/91005 Land at Slipper Lane and agree any action necessary</p>
MTC16/2018	<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"> 1. To receive a report from the Ambassador Panel & agree 2018 nominations 2. To appoint Internal Auditor for 2017/2018 2nd audit 3. To ratify National Salary Award for Clerk April 2018 - 2019 4. To receive a report from the Clerk on 2017/2018 approved grants and decide a course of action regarding updates on approved grants
MTC17/2018	<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. NALC Chief Executive Bulletin
MTC18/2018	<p><u>MATTERS FOR REPORT AND INFORMATION:</u> Members wishing to raise items under this heading should consult the Chairman prior to the meeting.</p>
MTC19/2018	<p><u>THE DATE OF THE NEXT FULL COUNCIL MEETING</u> To confirm the date of the next meeting as Tuesday 5th June 2018 Time Meeting Closed:.....</p>