



mirfield
town council

Minutes of Mirfield Town Council Meeting

Held on: Wednesday 28th September 2022 at 7.00pm

Held at: Trinity Methodist Church, 4 Trinity Street, Mirfield, WF14 8AD

Councillors Present:

V Lees-Hamilton (Chairman) M Connell (Deputy), M Bolt, S Naisbett, P Tolson, J Roberts, J Hirst, K Taylor, M Sullivan, J Nottingham, S Guy, C Mallinson

In Attendance:

Clerk: L Staggs
Public: Members Mirfield Roundtable
Press: None

MTC59/2022

Chairman's Welcome and Remarks:

The Chairman Cllr Lees-Hamilton welcomed Cllrs to the first meeting after recess.

MTC60/2022

Apologies for Absence:

Councillors to send apologies and reasons for absence to the clerk or chairman for approval

1. To receive apologies – Cllrs Kath Taylor, M Burton & J Hinchliffe have a leave of absence & Cllr Brown sent apologies with reasons for absence. Cllr Lees-Hamilton **Proposed** to accept the apologies Cllr Hirst **Seconded Vote: All in favour**
2. To approve reasons for absence – Cllr Lees-Hamilton **Proposed** to approve the reasons for absence Cllr Hirst **Seconded: Vote: All in favour**

MTC61/2022

Declaration of Interest:

Councillors to declare an interest, if applicable to any item on the agenda including any pecuniary interests whether they have been declared on the members register of pecuniary interests.

Cllr Guy declared an other interest MTC63(1) & MTC63(5)

MTC62/2022

Confirmation of Minutes:

To approve the minutes of the Ordinary Town Council meeting of 20th July 2022 including payments of £884.39. Cllr Naisbett **Proposed** the minutes were a true & correct record of the meeting Cllr Roberts **Seconded Vote: All in favour**

MTC63/2022

Matters Arising from the Minutes:

To receive information on the following ongoing issues and decide further action where necessary

1. To receive an update on Mirfield Library and agree any action necessary – No update
2. To receive an update from Cllr Naisbett on Christmas Lights and agree any action or cost necessary – Cllr Naisbett reports a verbal conversation with

Bradford Festival Lighting confirming that they have done an inventory of the lights. A quotation for this was circulated prior to the meeting. 80 bulbs need replacing on the festoons, but cannot replace as stands so we would lose 40 feet of festoon. There would be a cost of £420 for extra lights in Ings Grove, £2250 for 6 extra lamppost features, £635 for lights in the trees at Doctor Lane (these will remain in the trees) and £2730 to replace the festoons with Ice lights along the high street. The cost to install/deinstall is the same for the Ice lights as the festoons. Cllr Naisbett states that there is an opportunity to sell the lights we no longer use including the large placards. Cllr Bolt **Proposed** as this was the only quotation received from local suppliers, that we accept the quotation including the extra/replacement items, sell the lights we no longer need/use to bring the quotation in on budget, giving us updated modern features Cllr Roberts **Seconded Vote: All in favour** Cllr Naisbett to circulate a list of lamppost lights to Cllrs to choose a design by the end of play Wednesday. Cllrs thanked Cllr Naisbett for all his work on this project.

3. To receive an update from Cllr Connell on Lamppost Banners and agree any action necessary – Cllr Connell reports the amended terms have been agreed and the draft agreement signed and sent to CP Media. Need to agree with CP Media the next step and what revenue can be claimed as Impact Education have banners on the lampposts along Leeds Rd.
4. To receive an update from the Clerk on Eastthorpe Gardens and agree any action necessary – Clerk confirms she referred the lease to the solicitor who has investigated it and the land registry. Clerk reads the email and advice from the solicitor, confirming the lease has only another 7 years to run and given that MTC intends to continue maintaining the gardens, the costs of trying to terminate the lease would be uneconomical as there would be 3 sets of fees, his recommendation to let the lease expire in 2029. Cllr Bolt **Proposed** to accept the advice from the solicitor, write to Eastthorpe Gallery and inform them that the gardens are leased to the council and as such any events in the gardens must be referred to the Clerk for approval prior to them taking place. Send letter recorded delivery to them Cllr Connell **Seconded Vote: All in favour**
5. To receive an update from the Clerk on meeting rooms and agree any action necessary – Clerk confirms that following the last meeting, she contacted the library regarding potential hire of a room and Cllr Lees-Hamilton visited to check suitability for meetings. Cllr Lees-Hamilton reported that the smaller library could be used if only councillors present with a similar number of tables and chairs, however for meetings with members of the public the larger room would be needed, which would require moving bookcases and setting up and clearing away afterwards. Clerk confirms that Trinity requires the contract completing asap for the annual hire of the room, if MTC are to remain at Trinity for meetings. Cllr Bolt **Proposed** to continue using Trinity for MTC meetings for the next year Cllr Hirst **Seconded Vote: All in favour**
6. To receive an update on the Traveller Encampment and processes that ensued on the meeting 20th July and discuss any action necessary – Cllrs discuss the details of the encampment and why it took 11 days to remove travellers from Mirfield but only 3 days from Norristhorpe. Cllr Bolt reports the divisional commander, inspector & NPCC met and discussed the Home Office guidance that had been agreed by Chiefs of Police, and they think the guidance is still woolly. Officers at the time let more people on the site than they could manage. No action was taken regarding threats made to residents or the Deputy Town Mayor. Need residents to attend a meeting with Chief Superintendent, Chief Inspector & Deputy Mayor for policing, need to know from this meeting if in future the law will be enforced. Look to have a meeting, possibly at Salvation Army mid to late November. Cllrs discuss smart water

and other forms to identify/tag padlocks, this would prove if a lock was removed illegally. Cllr Bolt **Proposed** MTC calls a public meeting and invites Chief Superintendent, Chief Inspector and Deputy Mayor for policing Cllr Connell **Seconded Vote: All in favour** Cllr Connell **Proposed** MTC investigate securing areas with identifiable elements Cllr Naisbett **Seconded Vote: All in favour**

MTC64/2022

Finance:

To approve the following accounts for payment:

1. To agree Clerk September Salary by Bacs
2. To agree Clerk Working Allowance September by Bacs
3. To agree HMRC September PAYE by Bacs
4. To agree Trinity Methodist September Room Hire by Bacs £60.00
5. To agree Able Gardens September maintenance by Bacs £90.00
6. To agree Zoom monthly Pro by Bacs £14.39
7. To receive Bank Reconciliation to 31/07/22 & 31/08/22 – **Noted**
8. To receive July & August Monthly budget – **Noted**

Cllr Naisbett **Proposed** to pay items 1-9 en bloc Cllr Nottingham **Seconded Vote: All in favour**

To note payments made under delegation between meetings

1. Harrison Group Flagpole £981.60 - **Noted**
2. James Fletcher Marquees Mirfield Show Grant £7867.32 - **Noted**
3. Wild About Gardens Bankfield Hedges £180.00 - **Noted**
4. Screwfix Cabling Screening of her Majesty's Funeral £19.16 - **Noted**
5. Adobe Convertor £21.14 – **Noted**

Cllr Bolt **Proposed** as this was in line with the current delegation to the Clerk, to note items 1-4 Cllr Connell **Seconded Vote: All in favour**

MTC65/2022

Grant Applications:

1. To consider grant applications submitted: Mirfield Round Table Bonfire – Members of Mirfield Round Table are present. Grant forms and accompanying documents were circulated prior to the meeting. The grant is for £4500, the cost of the fireworks for the annual bonfire event. Cllrs note that there are at least 1 years of reserves held in the bank at the current time. Cllrs discuss the spreadsheet accounts including costings for this year's bonfire. PL & event cancellation insurance is included as a stipulation from Welfare unit providing the First Aid station. Cllrs discuss the amount of reserves and the fact that event cancellation insurance is mandatory. Round Table state that 2021 was an exceptional year for ticket sales as the bonfire was the only event locally that took place and £4 - £5K was donated to local groups who volunteered at the event. Cllrs would like to see management accounts to date. Cllr Connell **Proposed** Mirfield Round Table submit up to date management accounts before the next meeting for Cllrs to look through and to defer the grant until the next meeting, so Cllrs have a clearer view of the accounts and reserves Cllr Naisbett **Seconded Vote: All in favour**
8.00pm Cllr Lees-Hamilton called a 5-minute recess.

MTC56/2022

Internal Matters:

To receive information on the following items and decide any action where necessary

1. To receive a report from the Internal Auditor and agree any action necessary – Report was circulated by email prior to the meeting. Cllrs discuss. Cllr Bolt stated that internal controls were operating efficiently without any concerns. Clerk's salary had been addressed by the auditor, which will be discussed later in the meeting. Report mentions applying for a MTC debit card, Clerk explains that both her and Cllr Hirst had tried to set this up online, but had been unsuccessful and that they may have to both visit a branch to try and resolve. There are also issues with the signatories, again an online form is

required, which is difficult to complete without all members present in the same room. Clerk to investigate further.

2. To receive an update from Cllr Lees-Hamilton on Road Safety Signage and agree a roll out to other areas of Mirfield – Cllr Lees-Hamilton reports that road safety issues are cropping up all over Mirfield. The initiative was first brought to light by the Granny Lane action group, but makes sense to extend to other areas. Cllr Lees-Hamilton to also arrange a meeting with St Paul’s residents. There is a quotation of £90 + VAT for 40 signs. Cllr Bolt **Proposed** to roll this initiative out when it has the support of local resident groups, to set up and be affiliated with Granny Lane action group and agree the cost of £90 + VAT for the 40 signs Cllr Naisbett **Seconded Vote: All in favour**
3. To receive report from YLCA for Clerk evaluation and agree any action necessary (Due to confidential nature this item was taken in private and resolved to exclude the public and Clerk from the discussion) – It was resolved to accept the advice/guidance given by YLCA in the Clerk’s evaluation and agree a pay award for the Clerk, pay award back dated to 2019.

MTC57/2022

Public Question Time:

NONE

MTC58/2022

The Date of The Next Town Council Meeting.

Date of next meeting: The next meeting was scheduled for 5th October; however, Clerk confirms there is not enough time for documents to be circulated. Cllr Lees-Hamilton **Proposed** the next meeting be **Wednesday 19th October 2022** Cllr Naisbett **Seconded Vote: All in favour**

Cllr Guy reports First Medical have agreed to do some free first aid/defibrillator training. He will arrange this in the new year.

Clerk reports a Snow Warden trial cascaded to her by Kirklees, Cllr Bolt stated this was circulated to residents who were not happy to participate. Developers are not required to install grit bins in new developments as Kirklees refused to add this cost to them. Clerk to inform Kirklees that MTC discussed and any groups interested in the trial will contact Kirklees direct.

Time Meeting Closed.....**9.03pm**.....