



mirfield  
town council

## Minutes of Mirfield Town Council Meeting

Held on: Tuesday 15<sup>th</sup> February 2022 at 7.30pm

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

### Councillors Present:

M Bolt (Chairman), S Guy, K Taylor, V Lees-Hamilton, M Sullivan, M Connell, M Brown, S Naisbett

### In Attendance:

Clerk: L Staggs

Public: None

Press: None

### **MTC352/2019** Chairman's Welcome and Remarks:

The Mayor Cllr Bolt welcomed Councillors to the Budget meeting.

### **MTC353/2019** 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 have a leave of absence & Cllr Mallinson sent apologies with reasons for absence
2. To approve reasons for absence – Cllr Lees-Hamilton **Proposed** to accept the apologies and reasons for absence Cllr Naisbett **Seconded: Vote: All in favour**

Cllrs Hinchliffe, Hirst, Roberts, Tolson & Nottingham were absent but did not submit apologies on the night

### **MTC354/2019** 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 Sullivan Declared a Pecuniary Interest as a member & treasurer of MAGS committee

### **MTC355/2019** Confirmation of Minutes:

To approve the minutes of the Ordinary Town Council meeting of 2<sup>nd</sup> February 2022 including payments of Nil. Cllr Lees-Hamilton **Proposed** the minutes were a true & correct record of the meeting Cllr Naisbett **Seconded Vote: All in favour**

### **MTC356/2019** 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

## MTC357/2019

### Clerk's Report:

1. To note the following decisions made between meetings by the Clerk under Delegated Powers as agreed in the Full Council Meeting 12<sup>th</sup> May 2020 & upheld 5<sup>th</sup> May 2021.
  - Payment of Clerk Salary, Working Allowance, NEST Pension & HMRC for January
  - Payment of Just Gardens Maintenance of Eastthorpe Gardens January £40.00
  - Payment of Monthly Zoom Pro at £14.39 per month
  - Payment of Hammonds Band RBL Parade £800.00
  - Payment of Go Daddy Domain Hosting £60.26
  - Payment of Go Daddy Website Builder £143.36
  - Payment of D Exley Christmas Lights £3780.00
  - Payment of Currys HP Laptop & 3-year warranty £1419.00
  - Payment of Amazon Laptop Bag £24.99
2. To receive and note Bank reconciliation to 31/01/22 – Bank reconciliation was circulated prior to the meeting – **Noted** Cllr Bolt notes £1626.35 of uncommitted funds and ringfenced reserves, stating that MTC have used prudent budgeting.
3. To receive and note monthly budget to 31/01/22 – **Noted**

## MTC358/2019

### Internal Matters:

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

1. To discuss & approve 2022/2023 Budget – Cllr Bolt reports that the Draft budget has been checked by RFO and MTC can legally set a budget and are required to inform Kirklees of the agreed precept. Clerk displays the draft budget on the projector. Cllr Bolt outlines the recommendations for the various budget columns. Column 1 Admin Expenses – To increase to £8000 due to annual increases. Column 2 Wages – To remain at £16,000. Column 3 Chair Allowance – To remain at £1000. Column 4 Eastthorpe Gardens – To remain at £1000. Column 5 Christmas Lights – To increase to £10,000 following a report from Cllr Naisbett that improvements need to be made for 2022 display. Column 6 Remembrance Events – To rename Civic & Cultural Events & remain at £10,000 as £17,000 in reserves from 2021/22. This will encompass the 2022 Jubilee. Delete Walkers Welcome column as per previous resolution 2/2/22 MTC349(1) no partnership or contact from the community to activate the project. Column 7 Grants – To remain at £15,000 to assist more groups & events in Mirfield. Column 8 Annual Events – To increase to £25,000 to support local groups. Examples of previous assistance are Mirfield Show, MIB, Mirfield Beer Festival, Mirfield Arts Festival & My Mirfield awards. Column 9 Community Fund – To increase to £6,000 to continue the match funding of benches, defibrillators and hanging baskets. Column 10 Regeneration – To rename Regeneration & Community Support & remain at £16,000 with £25,000 in reserves from 2021/22. This will enable MTC to support residents where needed. Examples are consultants, planning lawyers etc. This will also support MTC commitment of planting more trees. There is not need to make provision for Election Expenses as again there is a ringfenced amount of £34,000 in reserves. This budget shows that MTC can improve the environment & run an efficient and community-oriented council on a budget of £108,000. Thanks to the Clerk for help preparing the budget and sound financial management. Cllr Bolt **Proposed** to set the Budget at £108,000 Cllr Lees-Hamilton **Seconded Vote: All in favour**
2. To discuss & approve 2022/2023 Precept – Cllr Bolt refers Cllrs to the Bank reconciliation and monthly budget and notes that MTC has not spent all the

2021/22 budget allocation, with roughly half of last years budget unspent due in most part to the Covid situation and lack of events. It is recommended that the unspent budget is used to support the 2022/23 Precept. Which translates to a £58,000 Precept or £8.51 for Band D Council Tax rather than £15.84 if the Precept was set at £108,000, this being the lowest amount set by Town & Parish councils in the Kirklees area. Meltham being the highest at £48.69 and Kirkburton lowest at £15.76. Kirklees have £115 million in unallocated reserves. Cllrs discuss the 2 amounts. Cllr Guy is concerned that if MTC set at the lower amount it will impact on reserves and if needed to increase next year to £15.84, would this be too high an increase. Cllr Connell states that MTC need to communicate better to residents, that there was no Precept last year and by prudent budgeting & use of reserves, it can set a lower amount this year. Cllr Bolt **Proposed** to set the Precept 2022/23 at £58,000 Cllr Lees-Hamilton **Seconded Vote: All in favour**

3. To consider & agree an administration policy from RFO – Cllr Bolt confirms to Councillors that the administration policy is regarding the use of funds from the Allotments rent and how it is allocated. Cllr Sullivan declares an interest as treasurer of MAGS and leaves the room. Cllr Bolt reports that the current rent for the 3 allotment sites is £650 annually. Previously MTC has collected these rents and then paid them back to MAGS. The cost to cut Bankfield Hedges twice per year is £360.00, which is over half the rent. In addition to this cost is the time spent by the Clerk on allotment matters, the solicitor cost payable on the anniversary of the lease every 10 years, boundary trees, hedges & fencing. The Clerk recently obtained a quotation for a weak tree on one of the sites at a cost between £800-£1200. The Clerk’s only function in her contract is to invoice and collect rents, but as Cllrs are aware, the past half dozen years, the time spent on allotment matters has increased considerably. Cllr Bolt **Proposed** the income received from MAGS for the annual rent be spent solely on discharging the functions of the landlord as described and set out in the lease Cllr Lees-Hamilton **Seconded Vote: All in favour** Cllr Bolt stated that allotment income is ringfenced separately in the MTC accounts and at present the balance is £274.31, if substantial tree works were required MTC would have to loan the cost to the allotment account. Cllr Bolt states that the time taken by the Clerk on allotment matters should be charged against the allotment account and either paid as additional hours to the Clerk or taken out of her contract hours if possible. If MTC agree to loan money to the allotment account, should interest be charged daily on this loan. Cllr Lees-Hamilton states that £650 for 3 sites is far too low and MTC are doing work for free, which Kirklees would not do and the hours the Clerk has put in is being subsidised by residents. Cllr Naisbett **Proposed** that the Clerk charge a daily rate of interest on any loan MTC transfers to the allotment account Cllr Connell **Seconded Vote: All in favour** Cllr Guy **Proposed** the time spent by the Clerk on allotment matters, be taken from the allotment account. Depending on workload to take out of hours, if not feasible, paid in addition to council hours at the Clerk’s hourly rate of pay Cllr Taylor **Seconded Vote: All in favour**  
Cllr Sullivan returns to the room and Clerk updates on the decision.

MTC359/2019

**Public Question Time:**  
NONE

MTC360/2019

**The Date Of The Next Town Council Meeting.**

Date of next meeting **Wednesday 2<sup>nd</sup> March 2022**

Time Meeting Closed.....**8.20pm**.....