

MIRFIELD
TOWN COUNCIL
ANNUAL
REPORT
2022/2023



Prepared by
Lisa Staggs – MTC Clerk

CONTENTS

Members of Mirfield Town Council page 2

Annual Reports:

Chairman/ Town Mayor's page 3 - 5

Clerk's Report page 6

Finances

Accounts (audited) page 7

Assets Register page 8 & 9

Approved Grants page 10

Allotment Account Summary page 11

Reports

Reports from Outside Bodies page 12 & 13

Councillor Attendance Records page 14



MEMBERS OF MIRFIELD TOWN COUNCIL 2022/2023

BATTYEFORD WARD	
Cllr Martyn Bolt (Conservative) elected	Tel: 01924 496129 Martyn.Bolt@kirklees.gov.uk
Cllr John Nottingham (Conservative) elected	Tel: 07438758098 johnnottingham914@hotmail.com
Cllr Marc Burton (Conservative) elected	Tel: marcburton78@gmail.com
Cllr Martyn Connell (Conservative) elected	Tel: 07545768642 martyn@maze8.co.uk
Cllr Chris Mallinson (Independent) co-opted	Tel: 07958306346 chris.mallinson@outlook.com
EASTTHORPE WARD	
Cllr Janet Hirst (Conservative) elected	Tel: 01924 524636 jameph53@ntlworld.com
Cllr Stuart Naisbett (Conservative) elected	Tel: 07711423736 stuart@rees-naisbett.co.uk
Cllr Maria Brown (Conservative) elected	Tel: 01924 495068 mariabrown26b@gmail.com
CROSSLEY WARD	
Cllr Mike Sullivan (Independent) co-opted	Tel: 07939474464 mike@thesullivanhouse.co.uk
Cllr Keith Taylor (Conservative) elected	Tel: 07754236912 sharrontaylor@talktalk.net
Cllr Jake Hinchliffe (Conservative) elected	Tel: jake@orangedesignstudio.co.uk
HOPTON WARD	
Cllr Vivien Lees-Hamilton (Conservative) elected	Tel: 01924 480082 vivien.lees-hamilton@kirklees.gov.uk
Cllr Philip Tolson (Independent) elected	Tel: 01924 497369 philtomac@gmail.com
NORTHORPE WARD	
Cllr Kathleen Taylor (Conservative) elected	Tel: 01924 496824 kath.taylor@kirklees.gov.uk
Cllr John Roberts (Conservative) elected	Tel: 07928929604 johnroberts@hotmail.co.uk
Cllr. Sean Guy (Conservative) elected	Telephone: 01924 491759 seandguy@yahoo.co.uk



mirfield
town council

MAYOR'S REPORT

Cllr Vivien Lees-Hamilton 2022/2023

Town Mayor's Report by Cllr Vivien Lees-Hamilton

The Town Council has continued to act as a catalyst for the local community. Whilst having no statutory powers for the matters which concern and affect our town, we have made representations to those who do.

Meetings continue to take place at the Trinity Church meeting rooms as this is a larger room to ensure the safety of the public and Council members. Covid restrictions may have ended, but we are fully aware that Covid still exists, and public safety is paramount to us.

Since doing this we have had several members of the public attend meetings and make presentations, showing the facilities are well suited at present.

Planning and development sadly continue as a cause of great concern to Mirfield residents, and often they feel hampered by the policies of Kirklees Council.

A developer can get access to staff for some time whilst they develop their plans, meaning that once in the public domain any issues are often resolved, or positions agreed.

Residents face a tight time scale to research and respond and on many occasions, they do not have the same support and access to Kirklees staff.

With the ending of Covid restrictions the Town Mayor as civic lead has been able to attend many events in other Towns and parishes, as Town Mayor I have welcomed these events as they provide an excellent opportunity for sharing ideas and outcomes.

There are many community groups within Mirfield, and I would like to express my thanks to all of the volunteers who give their time for the benefit of all.

This year was an exceptional one for the Mirfield in Bloom team who were presented with a Silver Gilt in the Britain in Bloom awards 2022. It was an honour for me to meet the judges on the 4th of August, and to accompany the Mirfield in Bloom team at the awards ceremonies on the 6th of October where they swept the board clean winning so many gold awards and first places that I lost count.

I again had the pleasure of accompanying the Mirfield in Bloom team along with the Deputy Mayor Cllr Martyn Connell for RHS awards ceremony at Harlow Carr in Tadcaster. It goes without saying that Mirfield swept the board clean.

I would like to mention another outstanding volunteer that many of Mirfield residents may be unaware of his dedication and over 25 years' service to Mirfield and the Royal British Legion. Mr Wood of the Old Colonial Pub. Mr Wood has overseen and organised our Remembrance Parade for over 25 years during this time we have seen the parade grow and become the second largest parade outside of London.

This year myself and the Deputy Mayor had the honour of working alongside Mr Wood to help organise the parade. I do not think any of us knew just how much work is involved to ensure that the parade is not only a success but that the safety of all attendees is paramount. In our act of remembrance, we honour the memory of the fallen and pledge to care for the living.

I would like to express my thanks to fellow councillors who give their time voluntarily and as you will see elsewhere in this report have done so regularly both in the formal meetings and working on the projects instigated by town council and to represent us on outside bodies. Special thanks go to Cllr Stuart Naisbett for organising the Christmas lights and also Cllr Martyn Connell for fulfilling his role as Deputy Mayor in support of myself.

I have been honoured to serve as Town Mayor and it has been a year of many highlights but also one of great sadness as we witnessed the passing of our late Queen Elizabeth the Second, a great lady who served her country with such selfless dedication for so many years.

Yours in Mirfield

Vivien Lees-Hamilton
Mirfield Town Mayor 2022/2023







CLERK'S REPORT 2022/2023

The Town Council has seen another fantastic year of community engagement and volunteering within the town. After emerging from lockdown, many things have changed including our meeting venue, now at Trinity Methodist and our Mayor Cllr Vivien Lees-Hamilton who was voted to the post at our Annual Meeting in May 2022, along with a new Deputy Chairman Cllr Martyn Connell.

We have continued to maintain Eastthorpe Gardens with a new contractor Able Gardens and they are looking better than ever and were the central point for Yorkshire In Bloom.

The Town Council has continued its grant scheme and has awarded several grants to groups for one off events and to other community groups like Mirfield in Bloom and Mirfield Round table for annual community events. We gave a grant of £20,000 to Mirfield in Bloom to transform the town and also represent Yorkshire in Yorkshire in Bloom. We gave Mirfield Round table £4500 which enabled them to continue with the annual Bonfire and provide the fireworks for the whole community to enjoy. We also provided the main marquee for the Mirfield Show. We gave out Jubilee grants to support local groups to celebrate Her late Majesty's Platinum Jubilee.

We have continued with our match funding of benches and defibrillators and have 5 new Jubilee benches installed around the town. We continued with the Remembrance Parade and this year Mirfield Town Council bore the full costs associated with the parade.

This year we made a huge investment into the Christmas Lights and have purchased new lamppost features and new Ice lights and extended the lights to Ings Grove Park. Next year will see even more investment in this.

We have now taken over the lamppost banners along the main Huddersfield Road from Kirklees and are in partnership with a media company, generating an income from this, that can go towards helping local groups publicise their events.

Mirfield Town Council owns the 3 allotment sites in Mirfield; Lowlands, Bankfield & Nab and have in the past had an agreement with Mirfield Allotment & Garden Society to manage them on a lease basis. The lease is yet to be agreed but we are hopeful of an amicable solution so that residents can continue with their love of gardening with the society.

We are now continuing with our usual 2 meetings per month, enabling the council to continue working on behalf of the residents of Mirfield. We welcome any members of the public to join us in these meetings and look forward to a new year of working with the community, supporting local groups businesses and local events.

Lisa Staggs
Town Clerk



MIRFIELD TOWN COUNCIL

BANK RECONCILIATION AS OF

31/03/2023

BALANCE	£192,091.31
INCOME	£ 65,521.05
SUBTOTAL	£257,612.36
EXPENDITURE	£ 116,268.97
CASH BOOK TOTAL	£141,343.39

Current Account as 31/03/23	£ 2,681.25
Deposit Account as of 31/03/23	£138,662.14
Balance 31/03/23	£141,343.39

BANK RECONCILIATION 2022/2023 (UNAUDITED)



REGISTER OF FIXED ASSETS 31ST MARCH 2023

<u>ASSET</u>	<u>PURCHASE COST</u>	<u>INSURANCE SCHEDULE</u>
Mayor's Jewel & Chain	Unknown – valuation 2009 £7,500	£12,585.94
Vice Chairman's Chain of Office	Unknown – Valuation 2009 £2,000	£3,355.72
Chairman's Jewel	Unknown - Valuation 2009 £2,500	£4,195.84
Chairman's Chain	Unknown – Valuation 2009 £8,850	£14,850.78
Medal on Ribbon (Vice Chairman's Consort)	£175.00	£271.37
2 X Deputy Mayor Ribbon & Medal	£400.00	£540.24
3 x Picnic Tables 3 x Benches	£2,293.00	£3,096.95
9 x Defibrillators & Cabinets	£10,788.00	£16,649.03
Laptop, Hard Drive, Printer & Windows Operating System	£449.94	£688.46
HP Laptop & Case	£1173.99	£1,451.05
Christmas Lights (Insured by Bradford Council when in storage)	Unknown – Valuation £20,000	£32,254.00
Festoon Lighting	£4,712.40	£5,824.52
Christmas Lights	£3,895.00	£4,817.00
Ice Lights	£2,730.00	£2,730.00
Features	£2,250.00	£2,250.00
St Georges Standard/Pole inc. cord & tassel	£205.96	£319.38
Gold Banner cords & tassels	£30.00	£30.00*
Black leatherette Bag	£48.00	£48.00*
GP90 Pennants	£10.00	£10.00*

GP90 Scrolls	£68.00	£68.00*
Masonic Regalia Case	£35.00	£35.00*
Solar Spotlight	£98.98	£98.98*
Union Flag 7'6 x 3'9	£100.65	£100.65
St George Flag 7'6 x 3'9	£53.55	£53.55*
Armed Forces Day Flag 7'6 x 3'9	£77.00	£77.00*
Yorkshire Flag 7'6 x 3'9	£77.00	£77.00*
St George Flag 7'6" x 3'9"	£66.25	£66.25*
Remembrance Walk Street Sign	£350.00	£420.00
Glassfibre Flagpole	£981.00	£981.00
West Riding Flag 6' x 3	£140.00	£168.00
5 x Black ring binders	£65.00	£65.00*
5 x Black tablecloths 50 x 70	£20.00	£20.00*
Black Arm Bands	£141.90	£175.39
10 x WW1 Benches	£7765.00	£10,487.48
2 x There But Not There Figures	£1500.00	£2,025.91
1 x Breathing Space Bench	£1335.00	£1,493.09
6 x Jubilee Benches	£8964.00	£8964.00
Ambassador Book	£304.00	£304.00
Ambassador Board	£2850.00	£3,522.60
Ambassador Badges	£270.00	£333.72
Welcome to Mirfield Signage	£1344.00	£1,661.18
Snow Plough Attachment	£830.00	£996.00
Memorial Park Entrance inc Screens	£18,065.00	£18,065.00
Tool Shed (Kept at 168 Horbury Rd for filing)	£160.00	£197.76
Plastic Storage Boxes	£39.75	£49.44*

Items Marked * Not on Insurance Schedule as below £100 Policy Excess

ALLOTMENT LAND – (Nominal value Community Asset)

Bankfield (0.5 acres) £ 1.00

Lowlands (3 acres) £ 1.00

Nab Lane (2.5 acres) £ 1.00

The Mirfield Gardens & Allotments Society insure the sites and their tenants as per our lease



APPROVED GRANTS 2022 -2023

2022/2023 APPROVED GRANTS					
<u>APPLICANT</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>UPDATE</u>	<u>PR</u>	<u>USE</u>
868 Sqdn	04/05/2022	£550.50	No	Yes	Jubilee Event
Trinity Methodist	26/05/2022	£499.00	Yes	Yes	Jubilee Event
TOTAL GRANTS		£1,049.50			
ANNUAL EVENTS					
Mirfield Show	17/08/2022	£7,867.32	Yes	Yes	Marquee
Mirfield Round table	07/11/2002	£4,500.00	Yes	Yes	Bonfire Fireworks
Mirfield In Bloom	21/12/2022	£20,000.00	Yes	Yes	Plants etc
TOTAL ANNUAL EVENTS		£32,367.32			
TOTAL PAID TO DATE		£33,416.82			



SUMMARY OF THE ALLOTMENT ACCOUNT 2021/2022

DATE	TRANSACTION DETAILS	PAYMENTS	RECEIPTS	BALANCE
	BALANCE C/FWD			£1502.31
14/06/21	Allotment Rent 01/04/21 – 30/09/21		£325.00	
14/06/21	Allotment Rent 01/10/21 – 31/03/22		£325.00	
01/07/21	Bankfield Hedges	£180.00		
06/08/21	Land Registry Fees	£ 18.00		
12/08/21	Solicitor Advice Fees	£840.00		
07/10/21	Bankfield Hedges	£180.00		
07/10/21	Solicitor Advice Lease Fees	£660.00		
TOTALS		<u>£1878.00</u>	<u>£650.00</u>	

SUMMARY OF THE ALLOTMENT ACCOUNT 2022/2023

DATE	TRANSACTION DETAILS	PAYMENTS	RECEIPTS	BALANCE
	BALANCE C/FWD			£274.31
28/10/22	Allotment Rent 01/04/22 – 30/09/22		£600.00	
08/11/22	Allotment Rent 01/10/22 – 31/03/23		£600.00	
16/06/22	Bankfield Hedges	£180.00		
07/09/22	Bankfield Hedges	£180.00		
31/03/23	Clerk's Hours	£216.60		
TOTALS		<u>£576.60</u>	<u>£1200.00</u>	
ALLOTMENT BALANCE				<u>£897.71</u>



REPORTS FROM OUTSIDE BODIES

Public Rights of Way – Cllr John Nottingham

The Public Rights of Way committee have met a couple of times since lockdown. It is attended by Council officers, Councillors, bridle way groups(hoses), rambles' clubs, local landowners, & people that have an interest in the Public Rights of Ways in Kirklees.

Points of interest are discussed, as with council enforcement, & there are interesting questions & answers.

Mirfield Community Hub – Cllr John Nottingham

This committee meets every couple of months. It is attended by local head teachers, community workers Councillors, & people with an interest in the local community.

We have interesting discussions, & at the last meeting, I gave an overview of the role of the Town Council, & how to obtain grants.

Neighbourhood Plan – Clerk

The steering group continue to meet but are disheartened at the lack of engagement from residents and MTC. A draft design codes document was submitted to Kirklees from our previous consultant D Gluck, who can no longer be contacted, this was rejected by Kirklees. Therefore, the group applied for funding for Technical Support through the Clerk and have now had confirmation that this was approved and have had their first meeting with the Technical support consultant. At the last meeting, It was agreed that the group need to define the focus areas mapped out in the Design Code. Pre-Submission Draft of The Neighbourhood Development Plan to be forwarded to the consultant along with KMC Comments. In MTC meeting 1st February, Cllrs agreed there was a lack of public engagement and agreed to look at costing a post card drop to each household, publicise the work that has been done and future work by the steering group and facilitate a meeting to engage the public with an information and consultation exercise.

Mirfield Community Trust & Mirfield Community Centre – Cllr S Naisbett

MCT/MCC held an open day on the 2nd of April to attract new users to the centre, this was well attended. The mayor, myself and others attended to show support.

Extract from MCT Development Plan 2021-2024

MCT is a charity and is formally registered as a Charitable Incorporated Organisation

(CIO). All members are Trustees.

There are currently 10 Trustees. Trustees elect officers: Chair, Treasurer and Secretary, and these are in place.

Staffing has been reduced to an absolute minimum. We have an administrator working 5 hours/wk. We use a cleaning company for the building and we can vary the level of cleaning according to usage of the building.

Much of the practical work on behalf of the Trust is carried out by a core of active Trustees and some volunteers. We have a number of groups which use the Community Centre regularly and group leaders are trained on procedures for accessing the building, health and safety, etc. which means we can limit the times when a Trustee is needed to be at the building.

Our main source of income is from hiring space in the Community Centre. The mix of room hire is as follows:

- Regular groups (75%)
- Local / 3rd Sector – one off (7%)
- Individuals (15%)
- Large organisations/corporate (3%)

We have some additional income from running projects, such as holiday clubs, and events.

In the financial year 2019-20, our income was about £40k, direct costs about £28k but we had to spend about £15k on repairs to the building. A key part of our proposed business model is that we need to invest in fundamental repairs and upgrading of the building which should both reduce maintenance costs and increase income from the improved facilities. Trustees have carried out an exercise looking at a range of development options and this is attached. We plan to consult more widely on some of the detail.

Income from the Gilder Hall land is currently limited to the costs we pay out for grass cutting. There is therefore no net income. Further, there are actual and potential capital costs in maintaining the land – in the last few years tree cutting has cost £4,000 and there are potential costs for further tree work and repairs to a retaining wall. Clearly this is not sustainable and a part of future planning will need to address how we either increase income to cover costs in full or develop partnerships to help maintain the land as green space for the Mirfield community.



RECORD OF ATTENDANCE 2022/2023

RECORD OF ATTENDANCE MIRFIELD TOWN COUNCIL 2022/2023

	MAY	MAY	JUNE	JULY	JULY	AUG	SEPT	OCT	NOV	NOV	DEC	JAN	FEB	FEB	MAR	SPEC	MAR	APRIL	APRIL	TOTAL	PRESENT	%
M Bolt																				18	9	50%
M Brown																				18	12	66%
M Burton																				18	0	0%
M Connell																				18	15	83%
S Guy																				18	11	61%
J Hinchliffe																				18	1	5%
J Hirst																				18	16	88%
V Lees-Hamilton																				18	16	88%
C Mallinson																				18	7	38%
S Naisbett																				18	16	88%
J Nottingham																				18	18	100%
J Roberts																				18	18	100%
M Sullivan																				18	15	83%
Kath Taylor																				18	0	0%
Keith Taylor																				18	10	55%
P Tolson																				18	18	100%

PRESENT
APOLOGIES/ABSENCE APPROVED
NO APOLOGIES/ABSENCE NOT APPROVED
RECESS
APPROVED LEAVE OF ABSENCE
CO-OPTION
NOT CO-OPTED
NO MEETINGS

REASONS FOR ABSENCE
CLLR HINCHLIFFE GIVEN LEAVE OF ABSENCE FULL COUNCIL MEETING 2/3/22 -15/3/23
CLLRS BURTON, KATH TAYLOR WERE GIVEN LEAVE OF ABSENCE FULL COUNCIL MEETING 24TH JUNE 2021 - 9th MAY 2023
CLLR HINCHLIFFE LEAVE OF ABSENCE ENDED 15/3/23 WHEN HE ATTENDED THE SPECIAL MEETING OF COUNCIL