



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

**Lisa Staggs – CLERK.** .....

Dear Councillor,  
You are hereby summoned to attend a meeting of:

## MIRFIELD TOWN COUNCIL ARMISTICE COMMITTEE

To be held on: Thursday 25<sup>th</sup> July 2024 at 7.00pm  
To be held at: Trinity Methodist Church, 4 Trinity Street, Mirfield, WF14 8AD.

Recordings may be made at the meeting by attendees. Anyone intending to record proceedings should inform the Chairman or Clerk of the meeting of their intentions to record prior to commencement of the meeting. Anyone intending to record a meeting or part thereof, will be asked by the Chairman to identify themselves. All recordings must be made in accordance with any regulations relating to such matters and in accordance with Mirfield Town Council Recording Policy.

### AGENDA

MAC01/2024	<b><u>CHAIRMAN'S WELCOME AND REMARKS:</u></b> Until a Chairman is appointed at this meeting the Chairman of Mirfield Town Council will preside
MAC02/2024	<b><u>TO APPOINT MEMBERS OF THE COMMITTEE:</u></b>  As per the Terms of Reference <ul style="list-style-type: none"><li>• That the committee consist of, 2 representative of Mirfield Royal British Legion, 2 Mirfield Councillors, and 2 representatives of the Mirfield business community with skills to assist &amp; 1 independent</li><li>• The committee shall agree a member to take minutes and prepare agendas</li><li>• The quorum for the meeting will be 4, of which one must be a RBL rep and one a Councillor. Notes of the meetings will be kept and circulated for note by the Council via the Clerk.</li></ul>
MAC03/2024	<b><u>TO APPOINT CHAIRMAN OF THE COMMITTEE:</u></b> As per the Terms of Reference <ul style="list-style-type: none"><li>• shall, after it has appointed the members of a standing committee, appoint the chairman of the standing committee</li></ul>

<b>MAC04/2024</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> 1.To receive apologies 2.To approve reasons for absence. (Members are reminded that apologies <b>MUST</b> be sent to the Chairman if they are unable to attend.)
<b>MAC05/2024</b>	<b><u>DECLARATION OF INTEREST</u></b> 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  For members to declare if they have been lobbied on any matters on the agenda
<b>MAC06/2024</b>	<b><u>CONFIRMATION OF MINUTES:</u></b> To approve the minutes of Mirfield Town Council Armistice Committee – No previous minutes to approve
<b>MAC07/2024</b>	<b><u>MIRFIELD REMEMBRANCE PARADE 2024</u></b> 1. To discuss the Mirfield Remembrance Parade 2024 and agree any actions or costs necessary
<b>MAC08/2024</b>	<b><u>FUTURE MEETING DATES TO AGREE:</u></b> To agree the date of the next Mirfield Town Council armistice meeting:

<http://www.mirfieldtowncouncil.com>

*Signed Lisa Staggs  
Town Clerk*