



## Minutes of Mirfield Town Council Meeting

**Held on:** Tuesday 2<sup>nd</sup> July 2019 at 7.30pm

**Held at:** St Mary's Community Centre, Church Lane, Mirfield

### Councillors Present:

M Bolt (Chairman), K Taylor, V Lees-Hamilton (Deputy), J Nottingham, J Roberts, P Tolson, M Burton, S Benson, J Hinchliffe, J Hirst, M Brown, S Guy, S Naisbett, M Connell

### In Attendance:

Clerk: L Staggs  
Public: 1 member of the public  
Press: None

### **MTC44/2019**

#### **Chairman's Welcome and Remarks:**

The Mayor welcomed everyone to the meeting. He reported that following the last meeting a recording policy is now in force. He asked Cllrs and public if anyone intended recording the meeting. It was confirmed that neither members of the public nor Cllrs intended to record. Cllr Bolt reports that the Civic Flagpole has been erected and thanked members of the Armistice Committee. He confirmed that a Union/Yorkshire & St George flag had been purchased. He reported he had attended an Armed Forces celebration with Deputy Mayor Cllr Lees-Hamilton and Deputy Lieutenant. He also reports attending a garden party at the Community Resurrection with 868 Squadron and Lord Lieutenant, also in attendance 101 year old resident who was present at the Dunkirk evacuation.

### **MTC45/2019**

#### **Public Question Time:**

None

### **MTC46/2019**

#### **Apologies For Absence:**

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

**Cllrs:** M Ibberson, Kath Taylor

**Apologies accepted Proposed: Cllr Guy Seconded Cllr Naisbett All in favour**

### **MTC47/2019**

#### **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 Bolt declared an other interest MTC54(3ii) Land at Slipper Lane, as his home was nearby & MTC54 19/92067 Member Armistice Committee

Cllr Guy declared an other interest MTC54 19/92067 Member Armistice Committee & MTC54 19/91449 close to in-laws home

Cllr Hinchliffe declared a pecuniary interest in MTC54 19/92067 & 19/91449 as agent on application

Cllr Benson declared pecuniary interest in MTC54(3ii) Land at Slipper Lane Employed by the developer

Cllr Hirst declared an other interest MTC54 19/91449 as the applicant is known to her

Cllr Naisbett declared a pecuniary interest MTC54(3iv) development in close proximity to his home

Cllr Brown declared an other interest MTC51 an allotment holder

Cllr Tolson declared an other interest MTC50 member UHCA

**Cllr Bolt resolved to bring forward MTC50**

**MTC48/2019**

**Confirmation of Minutes:**

To approve the minutes of the Ordinary Town Council meeting of 18<sup>th</sup> June 2019 as a true and correct record including payments of **£1673.73** & to approve the minutes of the Town Council Planning meeting of 17<sup>th</sup> June 2019 as a true & correct record. Cllr Naisbett **Proposed** the minutes of 18<sup>th</sup> June 2019 were a true & correct record Cllr Brown **Seconded Vote: All in favour PMTC4/2019** traffic lights at Station Road were above saturation; add information provided by a highways engineer at Kirklees Cllr Lees- Hamilton **Proposed** once the addition was made the minutes of Town Council Planning Meeting of 17<sup>th</sup> June were a true & correct record Cllr Tolson **Seconded Vote:10 in favour 4 Abstained as absent from the meeting.**

**MTC49/2019**

**Matters Arising From The Minutes:**

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

1. To receive an update from Cllr Ibberson on the Ambassador Book & Board and agree any action or costs necessary – Defer
2. To receive an update from Cllr Guy on Defibrillator Plaques & agree any action or costs necessary – Cllr Guy reports proofs have been received and he has added some amendments where logos were not available for the groups. When these have been finalised, he will circulate for Cllrs final approval.
3. To receive an update from Cllr Bolt on Mirfield Water Safety Initiative & agree any action or costs necessary – Cllr Bolt reports that he has been given a contact at Leeds Council for costings and also given a new contact at Canal & River Trust.
4. To receive an update from Cllr Bolt on Community Warden & agree any action Clerk gave Cllrs an update regarding a conversation with Kirklees HR dept to see the most cost-effective way to proceed.
5. To receive an update on Community Right To Bid & agree any action or costs necessary - No update
6. To receive an update on Decision Summary & agree a course of action to take these decisions forward – Worksheet is circulated and Cllrs discuss the 31 outstanding decisions in chronological order. Cllr Lees-Hamilton **Proposed** the following: to delete 4 completed items from the list. Clerk to chase up 6 items. 1 item to be delegated to Armistice Committee. 7 items continue to include on the agenda. Mirfield Matters Survey Findings to be included on agendas for update. Town Team to be deferred pending update from Cllr Ibberson. Motion for receiving reports & information discussed & approved to sit alongside standing orders section 9. (Noted: Previously allocated to Cllr Benson at his request in Mar 2017. Cllr Benson asked for the item to be removed but Cllrs felt a motion was required for clarity). The remaining items to be actioned by the nominated Cllrs and the worksheet to be reviewed and updated every 3 months Cllr Tolson **Seconded Vote: All in favour** It was resolved within the discussion to allow MAGS to proceed with the laying of pipework along the lane leading to Nab Lane allotment site. It was resolved during the discussion

that a formal motion for receiving information and reports be drafted to sit alongside the standing orders item 9. See appendix below:

**MTC50/2019**

**Grant Applications:**

1. To consider grant applications submitted: **UHCA Upper Hopton Fete Marquee Hire, PA System & Medical Cover** – Grant application and supporting documents circulated prior to the meeting and taken as read. A member is present. He reports that the fete is very popular with 1000 people attending throughout the day, bringing families and the community together. All profits are put in to the Community Hall. The balance remaining in the latest bank statement being ringfenced for the maintenance and running costs of the hall. Cllr Bolt **Proposed** MTC pay for the Marquee, PA System & Medical cover using the power of Section 137 as this benefits the whole community Cllr Guy **Seconded Vote: All in favour**  
**7.45pm member UHCA leaves.**
2. To discuss & agree amendments to the Grant Criteria & Guidelines – Grant criteria/guidelines & application circulated prior to the meeting. Cllrs discuss the criteria/guidelines in depth. Cllr Naisbett **Proposed** Item 4 is changed from Groups will be expected to Groups must. Add an item 4e) Groups must provide proof of Public Liability Insurance for the event. Add an item 4f) Grant Application & accompanying documents must be received by the Clerk at least 2 clear months before the event is taking place. Add item 4g) Groups to provide evidence of a link with the Mirfield Matters Survey Portfolio areas Cllr Brown **Seconded Cllr Lees-Hamilton abstained as she had left the room Vote: 13 in favour.**

**MTC51/2019**

**Outside Bodies: (Updates via email from Cllrs)**

To receive information on the following items and decide any action where necessary. Reports to be submitted to Clerk and circulated by email with the agenda. **None Received** Clerk circulated the up to date list for discussion with Mirfield Matters survey. Cllr Brown to send a report regarding allotments after their meetings to keep MTC updated.

**MTC52/2019**

**Mirfield Matters:**

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

1. To review and discuss Mirfield Matters Survey and to agree Portfolio leads/members, terms of reference & other matters relating to the survey - Cllr Bolt reports that key issues have been identified and members can act on these. Cllr Connell to draft a template for each portfolio and then MTC to agree to allocate leads/members to each portfolio. Put on 16<sup>th</sup> July agenda.
2. To consider a response on Kirklees Air Quality Action Plan – Cllr Bolt reports that the consultation was not received from Kirklees, Clerk confirms this. Cllr Bolt **Proposed** Clerk emails the Chief Executive enclosing a copy of the Parish Charter, stating that Kirklees must adhere to the Parish Charter and keep MTC informed of such items as this. Also mention that the 3 Ward Cllrs were not informed of this consultation Cllr Lees-Hamilton **Seconded Vote: All in favour.** Cllr Bolt reports that Mirfield is not identified in the consultation as the AQMA is not high enough, although an area by 3 Nuns is identified and Scout Hill. Cllrs discuss at length. Cllr Roberts to investigate costings & requirements of MTC commissioning their own survey and bring back to a later meeting with a report. Cllr Naisbett **Proposed** MTC send the following response: MTC are concerned that the last survey in 2017 may be incorrect. There is currently no data to say what the air pollution could be if the Cooper Bridge Link goes ahead. All roads out of and in to Mirfield are congested at Peak times with

excessive queue lengths. From Mirfield's perspective the air quality is lamentable in Mirfield and the report shows unrealistic length of traffic flow i.e. Norristhorpe Lane – Sunnybank 2.41 minutes. MTC believe the Local Plan will have significant impact on traffic from Cooper Bridge to Dewsbury Riverside, with no reference in the report of proposed developments within the Local Plan, which could have a significant impact on air quality within Mirfield. MTC are concerned that there is sensory equipment within the AQMA areas but not in areas not in AQMA, which will not show how levels have changed since the report was conducted. MTC believes Kirklees to be disingenuous with journey times and queue lengths within Mirfield. MTC would also request Kirklees look at natural means of absorbing noxious substances like moss walls Cllr Guy **Seconded Vote: All in favour**

**MTC53/2019**

**Correspondence:**

To receive the following new items of correspondence and decide any action where necessary

1. NALC Chief Executive Bulletin (For Information) – **Noted**
2. YLCA White Rose Update (For Information) – **Noted**
3. YLCA Public Sector Bodies Accessibility Regulations 2018 (For Decision) – Clerk reports that as MTC website was in place prior to September 2018 the regulations do not come in to being until September 2020. Clerk to investigate & clarify position of MTC website.

**MTC54/2019**

**PLANNING:**

1. To consider planning applications received from Kirklees Council.  
2019/91529 – **Noted**  
2019/91939 – **Noted**  
2019/91796 – **Noted**  
2019/91953 – **Noted**  
2019/91897 – **Noted**  
2019/92067 – **Noted**
2. To consider planning decision notifications from Kirklees Council  
**No Comments/Noted**
3. To consider potential controversial planning applications.
  - i. **2017/94124** Outline application for erection of up to 60 dwellings Land at Dunbottle Lane to receive an update and agree any action or costs necessary – No update
  - ii. **2018/90801/90802/91005/93622** Land at Slipper Lane to receive an update and agree any action or costs necessary – **9.22pm Cllr Benson leaves the room having declared a Pecuniary Interest.** Cllr Bolt reports that there has been a complaint from a resident regarding site dust and disturbance with out of hours working. He states that Sunday & Bank Holidays are unacceptable working times. In addition, Cllr Bolt reports vehicles depositing mud along the highways from the site. Cllr Guy **Proposed** MTC supports the resident complaint and requests that Kirklees officers maintain due diligence on this development Cllr Burton **Seconded Vote: All in favour**  
**9.25pm Cllr Benson returns.**
  - iii. Dewsbury Riverside Development – Some statutory allotments are within this site Cllr Brown assisting with this.
  - iv. **2019/91467** Land south of Granny Lane Erection of 67 dwellings with associated access & parking - **9.26pm Cllr Naisbett leaves the room having declared a Pecuniary Interest.** Cllrs discuss the task & finish committee. Cllr Lees- Hamilton **Proposed** to co-opt a member of Save Mirfield with all members of the committee to adhere to MTC

Standing Orders & Code of Conduct Cllr Tolson **Seconded Vote: All in favour** Cllr Bolt reports that the highways consultancy Enzygo has been retained.

**9.29pm Cllr Naisbett returns.**

**MTC55/2019**

**Matters for Report and Information:**

Members wishing to raise items under this heading should consult the Chairman prior to the meeting.

**None**

**MTC56/2019**

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

Date of next meeting **Tuesday 16<sup>th</sup> July 2019**

Time Meeting Closed.....**9.30pm**.....

**Appendix:**

MIRFIELD TOWN COUNCIL POLICY FOR RECEIVING MOTIONS/INFORMATION & REPORTS

ADOPTED 2ND JULY 2019 MTC49(6)

1. The following motion will sit alongside Standing Order 9 – Motions for a meeting that require written notice to be given to the proper officer
2. All NEW items for discussion and decision by Mirfield Town Council must be submitted to the Proper Officer/Clerk in the form of a correctly worded motion
3. Should the Proposer or a Seconder of a motion be absent from the meeting, they should send notice to the Proper Officer/Clerk & Chairman of the Council/Town Mayor that they have a named substitute to carry out the remit and agreement from said substitute, or the matter will not be heard
4. In accordance with Standing Orders, all motions MUST include an explanatory note to allow the Proper Officer/Clerk to consider the suitability of a motion
  - What the Council is being asked to do
  - What the cost is, both financially and any officer time
  - Is it a duty that Kirklees or any other body does or carries out?
  - Any reference to Government, or other Act, policy or position must include either the text of same or a working hyperlink to the relevant portal
  - The Proper Officer/Clerk will NOT research information to validate the correctness of a motion
5. In order to enable the Proper Officer/Clerk to prepare agendas in line with Standing Orders and in addition to the Proper Officer/Clerk working hours, the following must be adhered to:
  - No motion will be placed on the agenda unless it has been received by the Proper Officer/Clerk in the correct format as above, at least 10 clear days prior to the meeting
  - Clear days do not include the day of the public notice of the meeting or the day of the meeting as per Standing Order 9b
  - The Proper Officer/Clerk may request information on grammar etc but if the information is incomplete, the item will be rejected as per Standing Order 9d, as the workload and time allocated do not provide for further research and/or communication.
6. In order to comply with Standing Orders & Proper Officer/Clerk working hours this means 12 days prior to the meeting.

**Cllr Lees-Hamilton Proposed Cllr Tolson Seconded Vote: All in favour**