



mirfield
town council

Minutes of Mirfield Town Council Meeting

Held on: Wednesday 15th February 2023 at 7.30pm

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

Councillors Present:

V Lees-Hamilton (Chairman) M Connell (Deputy), S Naisbett, P Tolson, J Roberts, J Hirst, J Nottingham, C Mallinson, M Brown

In Attendance:

Clerk: L Staggs

Public: Member RBL

Press: None

MTC125/2022 Chairman's Welcome and Remarks:

The Chairman Cllr Lees-Hamilton welcomed Cllrs & member of the public to the meeting and stated that the Precept must be set tonight, as if it is not sent to Kirklees before the issue of the Council Tax bills, they will issue without a precept for Mirfield. And we will have to pay for the re-issuing of the Council tax bills. She congratulates Cllr Mallinson and his family on the birth of their baby

MTC126/2022 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 & Cllrs Bolt, Guy, Sullivan & Keith Taylor sent apologies with reasons for absence. Cllr Mallinson **Proposed** to accept the apologies Cllr Naisbett **Seconded** **Vote: All in favour**
2. To approve reasons for absence – Cllr Mallinson **Proposed** to approve the reasons for absence Cllr Naisbett **Seconded: Vote: All in favour**

MTC127/2022 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 Brown declared an other interest in MAGS should anything be discussed during the meeting.

MTC128/2022 Confirmation of Minutes:

To approve the minutes of the Ordinary Town Council meeting of 1st February 2023 including payments of Nil. Cllr Naisbett **Proposed** the minutes were a true & correct record of the meeting Cllr Nottingham **Seconded** **Vote: 6 in favour** **Cllrs Hirst, Mallinson & Brown Abstained as they were absent from the meeting.**

MTC129/2022 Matters Arising from the Minutes:

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

1. To receive an update from Cllr Naisbett on Christmas Lights 2023 and decide any action necessary – Cllr Naisbett reports that the lights have been taken down. During a meeting with MCT it was suggested that the festoon lights could be offered to community groups. Cllr Naisbett **Proposed** MTC donate the festoon lights to community groups for events Cllr Connell **Seconded** **Vote: All in favour** Clerk asks Cllr Naisbett to find out a value of the festoons so they can be deleted from the policy schedule and obtain an up-to-date valuation of the lights so that she can amend the policy schedule. Clerk confirmed she had submitted the unmetered supply report, which was much less than previous years due to the removal of the placards and festoons. Cllr Nottingham **Proposed** a vote of thanks for Cllr Naisbett for all his work on the Christmas Lights Cllr Lees-Hamilton **Seconded** **Vote: All in favour** Clerk to ask Kirklees to check the power source on light columns from Council Offices to Doctor Lane.
2. To receive an update from Cllr Connell on Lamppost Banners and agree any action necessary – Cllr Connell reports that he has now received a schedule from CP Media on the revenue from the banners. Clerk confirms that for 3 months the revenue is £1128.00 Nov-Jan, which she will now invoice CP Media for. Clerk to check if there is an amount for October as the agreement was signed mid-October.
3. To receive an update on Mirfield Library and agree any action necessary – No update. Cllr Lees-Hamilton reports Kirklees will be setting their budget in mid March and we will see what happens after that with library services.
4. To receive an update from Cllr Naisbett on Queen's Green Canopy tree planting in Ings Grove – Cllr Naisbett reports that the plaque will be ready by Friday, it will then be attached to the cage. Once a tree is sourced it will be installed. Cllr Lees-Hamilton **Proposed** Cllr Naisbett source the tree from T Grace Cllr Mallinson **Seconded** **Vote: All in favour** Clerk gave an update on the Jubilee benches, she reported that she had been in touch with Haigh's Farm who were to install the benches in goodwill. She reports that Haigh's are short on labour and that they can only install one of the benches at Sunnybank. It was suggested by them that the benches to be installed on grass, be put on some hard surface first. Cllr Naisbett to approach someone to install the remaining benches. Clerk confirms the locations previously submitted by Cllrs.
5. To receive an update on Community Recognition and decide any action necessary – Cllrs resolved to look at all options suggested regarding the recognition.

MTC130/2022

Finance:

To approve the following accounts for payment

1. To agree Clerk February Salary by Bacs
 2. To agree Clerk February Working Allowance by Bacs
 3. To agree HMRC February PAYE by Bacs
 4. To agree Clerk February Pension Contributions by D/D
 5. To agree Trinity Methodist February Room Hire by Bacs £80.00
 6. To agree Able Gardens February maintenance by Bacs £45.00
 7. To agree Zoom monthly Pro by Bacs £14.39
 8. To agree Yorkshire Internal Audit Services 1st Audit £385.00
 9. To note Go Daddy website maintenance £143.86 approved under delegated powers - **Noted**
 10. To receive Bank Reconciliation to 31/01/2023 – **Noted**
 11. To receive Monthly budget to 31/01/2023 – **Noted**
- Cllr Naisbett **Proposed** to pay items 1-8 en bloc & noted 9,10 & 11 Cllr Brown

Seconded Vote: All in favour Clerk stated Cllrs would need items 10 & 11 when discussing the budget.

Internal Matters:

To receive information on the following and decide any action necessary

1. To discuss & approve 2023/2024 Budget – Draft Budget Summary & Detail was circulated by email prior to the meeting. Cllr Lees-Hamilton reports that there is a small amount of uncommitted reserves left until the financial year end, 31st March. Clerk explains the monthly budget and what budget is left until year end. She explains there is only £9500 left in the 2022/2023 budget and that with February and March left this will be a definite overspend. With this in mind, she explains why the 2023/2024 budget needs increasing to £127,000. Cllr Lees-Hamilton leads Cllrs through the budget headings:
 - 1) **Admin** – Propose to increase to £8500 to take into account general price increases, depending on cost increases this may need amending during the year
 - 2) **Wages** – Propose to increase to £20,500 taking into account salary increase during 2022/2023 and possible increase by NJC Salary scales.
 - 3) **Chairman's Allowance** – Propose to leave at £1000
 - 4) **Eastthorpe Gardens** – Propose to leave at £1000 as Able Gardens are now maintaining at a high standard and this covers the monthly costs
 - 5) **Christmas Lights** – Propose to increase to £12,000 as per cost guide put forward by Cllr Naisbett for 2023 improvements
 - 6) **Civic & Cultural Events** – Propose to increase to £12,000 as MTC now paying full costs for Remembrance Parade, plus MTC may want to look at Coronation events in addition to Civic Service and/or Civic Dinner. £17,000 currently in reserves for Civic & Cultural Events
 - 7) **Grants** – Propose to incorporate match funding in this heading and leave at £15,000. Clerk refers Cllrs to the monthly budget and explains that this year council have match funded benches and defibs from the Community Fund which has resulted in a massive overspend, but the grants heading, despite having monies moved to Annual Events to cover MIB grant is still underspent. Propose to leave at £15,000, as may be approached by groups for Coronation grants.
 - 8) **Annual Events** – Propose to change heading to Annual Community Events, as it may look at present like Annual Council events, which it is not. Clerk explains why this heading was added some years previous, as MTC were seeing an increase in annual grant applications, which was taking monies away from the grant budget. Propose to increase to £35,000, however to note that groups must still apply & submit a grant application and each grant will be considered as per the grant criteria and that year-on-year events are not guaranteed to be awarded a grant.
 - 9) **Community Fund** – Propose to leave at £6000 and move match funding to heading 7 as per proposal 7 above
 - 10) **Regeneration & Community Support** – Propose to leave at £16,000 as need funds in case anything occurs, but nothing on the immediate horizon

The above totals £127,000.

Reserves – Clerk asks Cllrs to look at the Draft Budget Detail and explains the reserves. Propose to remove Riverside reserves of £50,690. Clerk reports that since MTC cleared the riverbank at Lowlands, she has not been contacted by any other landowner to match fund their area of the riverside and that neither Cllr Nottingham

nor Cllr Roberts have been successful in getting support from landowners to join MTC with clearing the riverbanks. Cllr Lees-Hamilton stated that River Stewardship Company were also unsuccessful in gaining support for this venture. Propose to leave Election Reserves at £34,000 due to all out elections in 2023. Propose to leave £17,000 in Civic & Cultural Events should monies be required to top up the current budget heading 6). Propose to increase Regen Reserves to £35,000. This gives a total of **£87,848.31** in reserves including Allotment account and N Plan allocation. This concludes the Draft Budget Proposal.

Cllr Naisbett **Proposed** to accept the recommendation of £127,000 budget and £87,848.31 in reserves and all the budget headings as per the Budget Summary & Detail circulated prior to the meeting and as discussed above Cllr Brown **Seconded Vote: All in favour**

2. To discuss & approve 2023/2024 Precept – Having resolved to accept the Proposed Budget, Cllrs discuss the setting of a Precept. The Clerk refers Cllrs to the Bank Reconciliation to 31st January 2023 and Draft Budget Detail. She explains that MTC need to set a precept for 2023/2024 as the carry forward figure from 2022/2023 less the approved budget and reserves would leave the council in a deficit. The Draft Budget Detail shows 3 precept options, the lesser of the 3 would still leave the council in deficit, it is recommended that MTC agree one of the other 2 higher options. Cllr Lees-Hamilton reports that prior to lockdown, MTC had been setting the precept at just over £100K, in addition, this was topped up by a CTR grant, that has reduced over the years and for 2023/2024 is Nil. MTC did not set a Precept after lockdown, unlike the other Town/Parish councils in Kirklees and then set a reduced precept of £58,000 in 2022/2023. Proposal to set the precept at £107,000, which would allow the council to run as per the agreed budget and reserves but still enable MTC to support local community groups who have seen a drop in available funding and also allow MTC to continue with Christmas Lights and other events. Cllrs could also look at the 3rd option of £127,000 precept which covers the full budget. Clerk explains the cost of Band D for the 3 options and reports that if MTC sets the precept at £107,000 it is the lowest Band D cost compared to the other Town and Parish councils within Kirklees (as it was also in 2022/2023). Cllr Tolson states that if MTC Band D cost and precept is the lowest in the Kirklees wards, then it is value for money and good value for the town. Cllrs urge residents to shop local and use local retailers not just the local coffee shops, to keep the high street in abundance. Cllr Brown **Proposed** to accept the recommendation and set the precept at £107,000 Cllr Mallinson **Seconded Vote: All in favour** Cllr Lees-Hamilton states this budget and precept shows prudent management. Cllr Tolson **Proposed** a vote of thanks for the Clerk & Chair for producing the budget and giving a detailed explanation of the budget & finance Cllr Naisbett **Seconded Vote: All in favour**
3. To agree appointment of Internal Auditor by Yorkshire Internal Audit Services for audit conclusion 2022/2023 – Cllr Brown **Proposed** the Clerk appoint Yorkshire Internal Audit Services for audit conclusion 2022/2023 Cllr Hirst **Seconded Vote: All in favour**

MTC132/2022

Public Question Time:

NONE

MTC133/2022

The Date of The Next Town Council Meeting.

Date of next meeting: Wednesday 1st March 2023

Time Meeting Closed.....**8.55pm**.....