



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

**To be held on:** Wednesday 20<sup>th</sup> November 2024 at the rising of the previous meeting of Mirfield Town Council Armistice Committee

**To be held at:** Trinity Methodist Church, 4 Trinity Street, Mirfield, WF14 8AD.

A period of 15 minutes will be allowed during the meeting for questions and comments from members of the public on matters relevant to the Town council. There should only be one speaker per topic, each member is allowed three minutes in which to speak (approximately). Questions MUST be received 7 days prior by email or post to the Clerk to [mirfieldtowncouncil@gmail.com](mailto:mirfieldtowncouncil@gmail.com), with details of what they wish to speak about including the wording.

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

<b>MTC109/2024</b>	<b>CHAIRMAN'S WELCOME AND REMARKS:</b>
<b>MTC110/2024</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> 1.To receive apologies 2.To approve reasons for absence. (Members are reminded that apologies MUST be sent to the Clerk or Chairman if they are unable to attend.)
<b>MTC111/2024</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>MTC112/2024</b>	<b><u>CONFIRMATION OF MINUTES:</u></b> To approve the minutes of the ordinary town council meeting of 6 <sup>th</sup> November 2024 as a true and correct record including payments of Nil.
<b>MTC113/2024</b>	<b><u>MATTERS ARISING FROM THE MINUTES:</u></b>

	<p>To receive information on the following ongoing issues and decide further action where necessary</p> <ol style="list-style-type: none"> <li>1. To receive an update on Mirfield Library and decide any action necessary</li> <li>2. To receive an update from Cllr Naisbett on website design and decide any action necessary</li> <li>3. To receive an update from Cllr Naisbett on Christmas Light Switch On and decide any action or costs necessary</li> <li>4. To receive an update on Speed Indicator Device for Stocksbank Road and decide any action or costs necessary</li> <li>5. To receive an update from Cllr Guy on defibrillator funding from London Hearts and agree any action necessary</li> </ol>
<b>MTC114/2024</b>	<p><b><u>FINANCE:</u></b></p> <p>To approve the following accounts for payment</p> <ol style="list-style-type: none"> <li>1. To agree Clerk November Salary by Bacs</li> <li>2. To agree Clerk Working Allowance November by Bacs</li> <li>3. To agree HMRC November PAYE by Bacs</li> <li>4. To agree Clerk November Pension contributions by D/D</li> <li>5. To agree Trinity Methodist November Room Hire by Bacs £80.00</li> <li>6. To agree Able Gardens November Maintenance by Bacs £110.00</li> <li>7. To agree Able Gardens Autumn tidy and weedkiller £135.00</li> <li>8. To agree Wild bout Gardens Bankfield Hedges by Bacs £180.00</li> <li>9. To agree Ben Preece PA System Remembrance Parade £220.00</li> <li>10. To agree BHPSS Security cost Remembrance Parade £5068.80</li> <li>11. To agree London Hearts Defibrillator match funding by Bacs £1800</li> <li>12. To note Camel Precast Solutions Ltd concrete blocks by Bacs £2124.00</li> <li>13. To note M Billington Food Pig Race Mayors Charity by Bacs £297.00</li> <li>14. To note Wreaths Remembrance Day x 2 by Bacs £50.00</li> <li>15. To receive Bank Reconciliation to 31/10/24</li> <li>16. To receive Monthly Budget to 31/10/24</li> </ol>
<b>MTC115/2024</b>	<p><b><u>GRANT APPLICATIONS:</u></b></p> <ol style="list-style-type: none"> <li>1. To consider grant applications submitted – Mirfield In Bloom Plants &amp; watering for 2025 £15,000 (documents circulated prior to the meeting)</li> </ol>
<b>MTC116/2024</b>	<p><b><u>INTERNAL MATTERS:</u></b></p> <p>To receive information on the following items and agree/decide any action where necessary</p> <ol style="list-style-type: none"> <li>1. To receive an update from the Clerk and Steering Group on Mirfield Neighbourhood Plan. Grant maximum with Locality has been reached and the latest estimates from Kirkwells will exceed the grant allowance and costs to complete the plan. To decide if MTC want to proceed with finalising the Plan and agree the costs to do so from the precept (deferred from previous meeting)</li> <li>2. To receive and agree Terms of Reference Staffing Committee and agree any action necessary (Circulated prior to the meeting)</li> </ol>
<b>MTC117/2024</b>	<p><b><u>PUBLIC QUESTION TIME:</u></b></p> <p>None</p>
<b>MTC118/2024</b>	<p><b><u>FUTURE MEETING DATES TO AGREE:</u></b></p> <p>THE DATE OF THE NEXT FULL TOWN COUNCIL MEETING:  <b>Wednesday 11<sup>th</sup> December 2024</b>  <b>Time Meeting Closed:.....</b></p>

<http://www.mirfieldtowncouncil.com>

*Signed Lisa Staggs  
Town Clerk*