



## ANNUAL TOWN COUNCIL MEETING

**Held on:** Tuesday 3<sup>rd</sup> May 2016 at 7.15pm

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

**Councillors Present:**

V Lees-Hamilton, J Hirst, D Pinder, J Nottingham, M Bolt, S Guy, K Sibbald, P Blakeley, M Ibberson, A Burton

**Councillors Absent:**

M Burton, J Taylor, K Taylor, P Tolson, S Benson, C Walker

**In attendance:**

Clerk	L Staggs
Public	J Tomlinson Walsh
Press	None

### MINUTES

MTC1/2016	<b><u>CHAIRMAN'S WELCOME</u></b> Cllr Lees-Hamilton welcomed everyone in attendance on a lovely Spring evening.
MTC2/2016	<b><u>ELECTION OF NEW CHAIRMAN:</u></b> <ol style="list-style-type: none"><li>1. Election <b><u>Cllr V Lees-Hamilton Proposed Cllr Sean Guy</u></b> <b>Seconded: Cllr M Bolt</b> <b>Vote: All in favour</b></li><li>2. To read &amp; Sign the Declaration of Acceptance of Office of Chairman - Cllr Guy read aloud the Declaration of Acceptance and signed the register for the position of Chairman.</li><li>3. To nominate their charity/charities for the year - Chairman Cllr Guy stated he would not be nominating a charity but concentrating his efforts on listing buildings/areas of historic and community importance to Mirfield with Historic England. He thanked Cllrs for believing him fit for the position and expressed his hope to take the council forward.</li></ol>
MTC3/2016	<b><u>COUNCIL TO GIVE THANKS TO THE DISCHARGING MAYOR</u></b> Cllr Sibbald gave thanks to the discharging Mayor Cllr Lees-Hamilton, stating she had done a spectacularly good job that many Chairs had not faced, especially the issue with the Council Chambers. He asked members to join him in thanking Cllr Lees-Hamilton for her excellent work over the past 3 years, stating the town should be proud of her and thankful of all her achievements. Cllr Lees-Hamilton in return thanked Cllrs for their support during her 3 terms.
MTC4/2016	<b><u>ELECTION OF THE DEPUTY CHAIRMAN:</u></b>

	<p><b><u>Cllr Guy Proposed</u></b> Cllr Paul Blakeley  <b>Seconded: Cllr Lees-Hamilton</b>  <b>Vote: All in favour.</b> Motion carried, Cllr Paul Blakeley was elected as the new Deputy Chairman.</p> <p>Cllr Blakeley then joined the Chairman at the top table.</p>	
<b>MTC5/2016</b>	<p><b><u>APOLOGIES FOR ABSENCE</u></b>  To receive apologies and approve reasons for absence (Members are reminded that apologies should be sent to the Clerk or Chairman if they are unable to attend).  <b>Cllrs:</b> M Burton, K Taylor, J Taylor, P Tolson, S Benson, C Walker</p>	
<b>MTC6/2016</b>	<p><b><u>DECLARATION OF INTEREST</u></b>  Members to declare interests if applicable to any item on the agenda.  Cllr Pinder – Royal British Legion, Mirfield Rifle Volunteers, West Yorkshire Crime Stoppers &amp; Mirfield Community Partnership  Cllr S Guy – Royal British Legion, Mirfield Rifle Volunteers &amp; Mirfield Library</p>	
<b>MTC7/2016</b>	<p><b><u>PUBLIC QUESTION TIME:</u></b>  <b>None</b></p>	
<b>MTC8/2016</b>	<p><b><u>MEETINGS 2016/2017</u></b>  Set the dates, times and place of meetings of the council for the year.  A list was circulated and agreed at the meeting.</p> <p><b>PROPOSED: K Sibbald</b>  <b>SECONDED: M Bolt</b>  <b>VOTE: All in favour</b></p> <p><b>Action:</b> Clerk to upload to the website.</p>	
<b>MTC9/2016</b>	<p><b><u>OUTSIDE BODIES:</u></b> To appoint members.  Cllr Bolt <b>Proposed</b> to defer Cllr Pinder <b>Seconded</b> <b>Vote: All in favour</b>  <b>Action:</b> Clerk to send a list of Outside Bodies to Cllrs via email</p>	
<b>MTC10/2016</b>	<p><b><u>REVIEW AND ADOPTION OF APPROPRIATE POLICIES:</u></b></p> <ol style="list-style-type: none"> <li>1. Effectiveness of system of the internal auditor</li> <li>2. Complaints Procedure</li> <li>3. Internal Audit Review: <ol style="list-style-type: none"> <li>i. System of Internal Control</li> <li>ii. Risk Management</li> </ol> </li> </ol> <p>Cllr Bolt <b>Proposed</b> to defer Cllr Pinder <b>Seconded</b> <b>Vote: All in favour</b></p>	
<b>MTC11/2016</b>	<p><b><u>CONFIRMATION OF MINUTES:</u></b>  To approve the minutes of the ordinary meeting of 19<sup>th</sup> April 2016 as a true and correct record including payments of <b>£1798.72</b>  Cllr Bolt <b>Proposed</b> the minutes were a true and correct record Cllr Sibbald <b>Seconded</b> <b>Vote: All in favour</b></p>	
<b>MTC12/2016</b>	<p><b><u>MATTERS ARISING FROM THE MINUTES:</u></b>  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 Defibrillators – Cllr Guy reports the training session was well attended with over 30 people. Further training session dates to be circulated. Cllr Lees-Hamilton reports that she unveiled the Rotary Club defibrillator on Thursday. Cllr Blakeley to take over the handling of the defibrillators from Cllr Guy.</li> <li>2. To receive an update on Neighbourhood Plan – Cllr Bolt reports that another meeting took place and that it is progressing.</li> </ol>	

3. To receive an update on Mirfield Matters Survey – Cllr Bolt reports a poor public turn out to the meeting. Cllrs now to take the lead and to set up groups & establish terms and conditions. Defer  
**7.24 Cllr Ibberson Arrives**
4. To receive an update on Car Park Limits – Cllr Bolt reports that Kirklees passed the decision to impose the limits. Cllrs don't think there is any merit to take this further as options were discussed in an earlier meeting. Cllr Ibberson **Proposed** MTC continues with imposing the car park limits Cllr Pinder **Seconded Vote: All in favour**
5. To receive an update on Mirfield Public Toilets – Cllr Pinder reports that there is a small amount of graffiti in the Gents toilet. Clerk to report this to Clan.
6. To receive an update on Historic England – Defer as Cllr Taylor absent
7. To receive an update on Council Offices – Cllr Lees-Hamilton reports that following a visit to the offices and the disappearance of the chandeliers, that Jonathan Quarmby has assured her they are in a safe location, albeit secret to MTC. She reports that Jonathan's email refers to the asset transfer as not being urgent and that Kirklees are prioritising asset transfers for Civic & Public Halls, although Jonathan informed the Clerk that the asset transfer of the toilets would be on the November cabinet agenda. She states that she will contact Adrian Lythgo regarding the asset transfer and if need be ask under FOI Act where the chandeliers have been taken and an audit trail for them. Cllr Pinder states he is concerned why the inner lobby architrave and office architrave have been damaged as Kirklees have keys for the whole building and internal doors are unlocked. Clerk to contact Kirklees.

**MTC13/2016**

**FINANCE:**

To approve the following accounts for payment:

<b>MAY</b>		
<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Nemisis	Fireworks Queens Birthday	£ 1800.00
Extra Mile	Offices Lost Cheques	£ 72.00
James Fletcher	Marquee Mirfield Show Dep	£ 702.96
Mirfield Team	Order of Service Booklets	£ 70.00
Parish	for Civic service	
Croft House	Room Hire Civic Service	£ 42.00
St Mary's	Room Hire Meeting	£ 20.00
Cllr Lees-Hamilton	Reimbursement catering	£ 195.59
	Civic Service	
<b>TOTAL</b>		<b>£ 2839.55</b>

Cllr Bolt **Proposed** to pay en block Cllr Burton **Seconded Vote: All in favour**

**MTC14/2016**

**INTERNAL MATTERS:**

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

1. To appoint members of Employment Committee – Cllr Lees-Hamilton states that she has had a lot of contact with the clerk in her 3 year term and would like to replace Cllr Guy on the employment committee Cllr Lees-Hamilton **Proposed** that she replace Cllr Guy on the committee Cllr Burton **Seconded Vote: All in favour** Cllr Lees-Hamilton to check with Cllr K Taylor

	<p>that she wishes to remain on the committee - Defer</p> <p>2. To appoint signatories of Bank Account – Cllr Bolt <b>Proposed</b> MTC keep the existing signatories (Cllr Hirst, Cllr K Taylor, Cllr Pinder &amp; Cllr Sibbald) Cllr Lees-Hamilton <b>Seconded Vote: All in favour</b></p>
<b>MTC15/2016</b>	<p><b><u>GRANT APPLICATIONS:</u></b></p> <p>1. To consider grant applications submitted: Mirfield Tennis Club – Clerk reports that the tennis club are still awaiting confirmation from Kirklees that they can proceed with the fob system. Cllr Pinder <b>Proposed</b> the Clerk contacts Kirklees for an update Cllr Lees-Hamilton <b>Seconded Vote: All in favour</b></p> <p>2. To receive updates from previously approved grants: J Tomlinson Walsh is present to collect the cheque for the grant for the Arts Festival and thanks MTC for the donation. She reports that in the next 4-6 weeks the library gardens will be replanted.</p>
<b>MTC16/2016</b>	<p><b><u>PLANNING:</u></b></p> <p>1. To consider planning applications received from Kirklees Council. 2016/91143 Land off Sands Lane – <b>Noted</b> 2016/91167 Rear 8 Huddersfield Rd – <b>Noted</b> 2016/91271 5 Back Lane - <b>Noted</b></p> <p>2. To consider planning decision notifications from Kirklees Council. <b>No Comments/Noted</b></p> <p>3. To consider potential controversial applications: <b>None</b></p>
<b>MTC17/2016</b>	<p><b><u>CORRESPONDENCE:</u></b></p> <p>To receive the following items of correspondence and decide any action where necessary.</p> <p>1. YLCA - <b>Noted</b></p> <p>2. Locality Events – <b>Noted</b></p> <p>3. Rural Action Yorkshire – <b>Noted</b></p> <p>4. White Rose Update – <b>Noted</b></p> <p>5. YLCA Bulletin National Developments – <b>Noted</b></p> <p>6. YLCA Governance &amp; Accountability Guide – <b>Noted</b></p>
<b>MTC18/2016</b>	<p><b><u>MATTERS FOR REPORT AND INFORMATION:</u></b></p> <p>Members wishing to raise items under this heading should consult the Chairman prior to the meeting.</p> <p>Cllr Guy reports that he is visiting Ypres in May with Darton College and that he has been in contact via email with the Burgermeister (Burgomaster). He would like to lay a wreath on behalf of MTC and in his capacity of Mayor wear the chains. Clerk to check with Zurich if the insurance would cover this. Clerk updates Cllrs on the collapsed fence at Lowlands.</p>
<b>MTC19/2016</b>	<p><b><u>THE DATE OF THE NEXT FULL COUNCIL MEETING:</u></b></p> <p>Tuesday 17<sup>th</sup> May 2016</p> <p>Cllr Guy thanked Cllrs for their attendance.</p> <p>Time Meeting Closed:.....7.42pm.....</p>