



mirfield
town council

Minutes of Mirfield Town Council Armistice Committee Meeting

Held on: Thursday 25th July 2024 at 7.00pm

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

In Attendance:

Clerk: L Staggs
Councillors: S Naisbett, V Lees-Hamilton, M Bolt, B Harrison, M Hamilton, S Guy, P Tolson,
J Roberts, I Ali, I Ali, M Brown, J Hirst
Public: Member RBL, Member SSAFA, Member RAFA, H Baker, M Bee & 1 resident
Press: None

MAC01/2024

Chairman's Welcome and Remarks:

Until a Chairman is appointed at this meeting the Chairman of Mirfield Town Council will preside. Cllr Naisbett welcomed members of the public and councillors to the first meeting of MTC Armistice Committee. He reported that tonight's meeting was to form the basis of the committee and reads the Remembrance Parade timeline.

MAC02/2024

To Appoint Members of the Committee:

As per the Terms of Reference

- 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 & 1 independent – It is resolved to amend the Terms of Reference to 3 MTC Councillors & delete 2 representatives of the Mirfield business community and replace with representatives from other groups/veterans/reserves/cadets groups within Mirfield and add 1 member of the Faith community. It is resolved that Cllrs Bolt, Tolson & Roberts are appointed for MTC, D Horrobin & Cllr S Guy appointed for RBL, H Baker for the Faith community and committee to approach others to join the committee including an independent.
- The committee shall agree a member to take minutes and prepare agendas – To be agreed, Clerk offered to prepare agendas on behalf of the committee if a member were to take the minutes
- 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 - Resolved

MAC03/2024

To appoint Chairman of the Committee:

As per the Terms of Reference

- shall, after it has appointed the members of a standing committee, appoint the chairman of the standing committee

D Horrobin Proposed Cllr Bolt as Chairman of the committee

Cllr Tolson Seconded Vote: All in favour

MAC04/2024

Apologies for absence:

1.To receive apologies - **None**

2.To approve reasons for absence - **None**

(Members are reminded that apologies MUST be sent to the Chairman if they are unable to attend.)

MAC05/2024

Declaration of Interest:

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 – **None to declare**. DPI forms to be circulated

For members to declare if they have been lobbied on any matters on the agenda
To approve the following accounts for payment:

MAC06/2024

Confirmation of Minutes:

To approve the minutes of Mirfield Town Council Armistice Committee –
No previous minutes to approve

MAC07/2024

Mirfield Remembrance Parade 2024:

1. To discuss the Mirfield Remembrance Parade 2024 and agree any actions or costs necessary – Cllr Bolt reports that he is approaching Traffic Management companies to provide quotations for the parade, Sect 8 qualified person must initiate all road closures and there should be 2 weeks' notice advertised for any road closures. Clerk clarifies that MTC PL Insurance can only be used for events that MTC organise, therefore the parade must be organised by MTC for PL Indemnity. Clerk also confirms that any meeting of MTC be it Full Council or a Committee of council cannot be held in licensed premises or premises serving alcohol, if possible, the room to be FOC if not a minimal charge. D Horrobin confirms that RBL do not organise parades as it is a Civil event this is organised by the local Town/Parish or Municipal councils. Clerk confirms item 4 of the Terms of Reference regarding finance and the allocated budget for the committee. Cllr Naisbett states that the committee must consider Martyn's Law and he will arrange for Kirklees to attend a future meeting of MAC. Cllr Bolt states that the committee need to be vigilant with security & traffic management.

MAC08/2024

Future meeting dates to agree.

To agree the date of the next Mirfield Town Council Armistice meeting – TBC

Time Meeting Closed: 7.32pm