



To: All Councillors
Press
Notice Board (members of the public are welcome to attend)

Lisa Staggs – CLERK.

Dear Councillor,
You are hereby summoned by the Chairman to attend a meeting of:

MIRFIELD TOWN COUNCIL

To be held on: Wednesday 15th November 2023 at 7.30pm
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, 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

MTC96/2023	CHAIRMAN'S WELCOME AND REMARKS:
MTC97/2023	<u>APOLOGIES FOR ABSENCE</u> 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.)
MTC98/2023	<u>DECLARATION OF INTEREST</u> 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
MTC99/2023	<u>CONFIRMATION OF MINUTES:</u> To approve the minutes of the Ordinary Town Council Meeting of 1 st November 2023 as a true and correct record including payments of Nil.
MTC100/2023	<u>MATTERS ARISING FROM THE MINUTES:</u> To receive information on the following ongoing issues and decide further action where necessary

	<ol style="list-style-type: none"> 1. To receive an update from Cllr Naisbett on Christmas Lights and decide any action necessary 2. To receive an update from Cllr Connell on Lamppost Banners and decide any action necessary 3. To receive an update on Mirfield Library and decide any action necessary 4. To receive an update on RBL Parade 12/11/23 and decide any action necessary for next year's parade
MTC101/2023	<p><u>FINANCE:</u> To approve the following accounts for payment</p> <ol style="list-style-type: none"> 1. To agree Clerk Nov Salary by Bacs 2. To agree Clerk Working Allowance Nov by Bacs 3. To agree HMRC Nov PAYE by Bacs 4. To agree Clerk Nov Pension contributions by D/D 5. To agree Trinity Methodist Nov Room Hire by Bacs £80.00 6. To agree Able Gardens Nov Maintenance by Bacs £90.00 7. To agree Wild About Gardens Bankfield Hedges £180.00 8. To agree YLCA Webinar Allotments Training £75 (Training agreed under Clerk's delegated powers – update to be given 13/12/23) 9. To receive Bank Reconciliation to 31/10/23 10. To receive Monthly Budget to 31/10/23
MTC102/2023	<p><u>GRANT APPLICATIONS:</u></p> <ol style="list-style-type: none"> 1. To consider grant applications submitted: Mirfield In Bloom £20,000 for plants. Grant application and accompanying documents circulated prior to the meeting 2. To receive updates from previously approved grants: <ul style="list-style-type: none"> • UHCA Summer Fete (Report circulated prior to the meeting 2/11/23) • Mirfield Round Table Bonfire (In person)
MTC103/2023	<p><u>INTERNAL MATTERS:</u> To receive information on the following items and agree/decide any action where necessary</p> <ol style="list-style-type: none"> 1. To agree appointment of Internal Auditor for half yearly audit. Clerk's recommendation Yorkshire Internal Audit Services 2. To agree that all members of the council and the Clerk may attend YLCA training/webinar courses should the need/want to attend arise (These sessions are often notified & held between meetings) 3. To receive NALC E01-23 2022/2023 Local Government Services Pay Agreement 2023 and pay award to be agreed and implemented as swiftly as possible. Council will need to calculate back pay to that date for the Clerk who's contract is on the National Joint Council terms and conditions (Circulated prior to the meeting)
MTC104/2023	<p><u>PUBLIC QUESTION TIME</u> None</p>
MTC105/2023	<p><u>FUTURE MEETING DATES TO AGREE:</u> THE DATE OF THE NEXT FULL TOWN COUNCIL MEETING: Wednesday 13th December 2023 Time Meeting Closed:.....</p>

<http://www.mirfieldtowncouncil.com>

Signed Lisa Staggs

Town Clerk