



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 3<sup>rd</sup> January 2024 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

<b>MTC115/2023</b>	<b>CHAIRMAN'S WELCOME AND REMARKS:</b>
<b>MTC116/2023</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> 1.To receive apologies 2.To approve reasons for absence. <b>(Members are reminded that apologies MUST be sent to the Clerk or Chairman if they are unable to attend.)</b>
<b>MTC117/2023</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>MTC118/2023</b>	<b><u>CONFIRMATION OF MINUTES:</u></b> To approve the minutes of the ordinary town council meeting of 13 <sup>th</sup> December 2023 as a true and correct record including payments of £485.00 plus Clerk Salary, Clerk Working Allowance, Pension & HMRC.
<b>MTC119/2023</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 Christmas Lights 2024, discuss and decide any action or costs necessary.</li> <li>2. To receive an update from Cllr Connell on Lamppost Banners and decide any action necessary</li> <li>3. To receive an update on Remembrance Parade 2024 and decide any action or costs necessary.</li> <li>4. To receive an update on Mirfield Library and decide any action necessary.</li> </ol>
<b>MTC120/2023</b>	<p><b><u>INTERNAL MATTERS:</u></b></p> <p>To receive information on the following items and decide any action where necessary</p> <ol style="list-style-type: none"> <li>1. To receive an update on the Lease for the 3 allotment sites, discuss and agree any action necessary ((Due to the confidential nature, this item may be taken in private and exclude public, press &amp; any member with a pecuniary interest as the nature of the business being transacted being prejudicial to the public interest by reason of a confidential nature)</li> <li>2. To note 2024/2025 Tax Base of £7083.77 and proposed CTR Grant of Nil as the tax base for Mirfield Parish Council is now higher than the 2012-13 tax base of £6,863 i.e. the tax base prior to localisation. (Final Kirklees approval 6th March 2024)</li> <li>3. To agree the date of the Annual Town &amp; Annual Town Council Meeting (suggested dates 1<sup>st</sup> or 15<sup>th</sup> May)</li> <li>4. To agree and adopt Biodiversity Policy (Draft Policy circulated prior to the meeting)</li> </ol>
<b>MTC121/2023</b>	<p><b><u>PUBLIC QUESTION TIME:</u></b></p> <p>None Received</p>
<b>MTC122/2023</b>	<p><b><u>FUTURE MEETING DATES TO AGREE:</u></b></p> <p>THE DATE OF THE NEXT FULL TOWN COUNCIL MEETING:  <b>Wednesday 17<sup>th</sup> January 2024</b>  Time Meeting Closed:.....</p>

<http://www.mirfieldtowncouncil.com>

*Signed Lisa Staggs  
Town Clerk*