

# TODMORDEN TOWN COUNCIL

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11 July 2019

**YOU ARE HEREBY SUMMONED** to attend a meeting of the **General Purposes Committee** which will be held in the Cockroft Suite, Todmorden Town Hall, Bridge Street, Todmorden on **Tuesday 16<sup>th</sup> July 2019 at 7.30pm**

*S. Kauser*

Ms Safia Kauser  
Locum Town Clerk

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## COMMITTEE MEMBERSHIP

M Carrigan (Chair)  
P Ripley  
R Coleman-Taylor  
A Hollis

S Martin (Vice-Chair)  
L Levick  
G Kent  
M Taylor

M Holmstedt  
T Roberts  
D Skelton  
C Baker

**12 Committee members and Town Mayor (Ex-Officio)**

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## Recording of Council Meetings

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted

## Public Participation

- Notice is hereby given that members of the public may make representations, answer questions and give evidence at a meeting in respect of the business on the agenda, with agreement of the Council or committee (ideally notified in advance to the clerk).
  - Any member of the public shall not speak for more than five minutes, unless the time period is extended by resolution of the Council or committee.
  - A question asked by a member of the public shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.
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# **AGENDA**

## **1. Apologies for Absence**

To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting

## **2. Declarations of Interests**

To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.

Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

## **3. Public Participation**

To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.

Note: No resolutions can be under public participation

## **4. Minutes**

To approve the draft minutes of the General Purposes committee meeting held on 30<sup>th</sup> May 2019 (previously circulated)

## **5. Exclusion of Press and Public - Public Bodies (admission to meetings act) 1960**

To consider and confirm any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

## **6. Memorabilia Blue Plaques**

To receive an update on the blue plaques project and consider any further actions required inclusive of any costs. Councillor Skelton and Jack will address the committee on this item.

## **7. Scheme of Delegation**

To consider the draft Scheme of Delegation that contains the delegations to officers and terms of reference to each standing committee in accordance with the Local Government Act 1972, section 101. This item was deferred from the last meeting.

Note: At the Annual Council meeting, the Council is required to delegate terms of reference to each standing committee. The Scheme of Delegation document is a procedural document that will provide the council with a framework which sets out the detailed delegated powers given to committees and officers.

## **8. Correspondence**

8.1 To receive and consider any items of correspondence for consideration:

- No items to report

8.2 To receive an update on previous items of correspondence considered and agree any further actions required:

- No items to report

**9. Town Charter from 1896**

To consider the costs to conserve and display the original Town Charter from 1896 in the Heritage Centre. The Charter has currently resided in the Heritage room amongst archive material.

**10. Cheques**

To receive the schedule of cheque payments that require signing in accordance with the Financial Regulations.

**11. Any items for discussion for a future agenda**

To notify the Clerk of any matters for inclusion on the agenda of the next meeting

**12. Date of the next committee meeting**

To note the date of the next committee meeting scheduled for Wednesday 28<sup>th</sup> August 2019 at 7.30pm, Todmorden Town Hall.