

Number	Ongoing/Completed	Date Raised	Issue Type	Priority	Description	Actions	Action/ Outcome
1	Completed	30/01/2019	Footpath		Complaint about footpath 32 at Eastwood	Letter to be written to Calderdale Council's Highways and Engineering. To include in the letter a request for advice regarding extent of Calderdale Council's powers. To invite a representative from Calderdale Council to a future Development Committee meeting to discuss the issue and other footpaths and obstructions issues. To copy in the Welfare Officer at Defra and seek information regarding dealing with unruly animals. That the letter be sent under delegated powers due to the urgency of the matter.	20/2 Response received from Highways Enforcement Officer. He was asked if compliance could be brought forward and to be kept informed of developments. It was agreed to write to the planning officer to ask if buildings have been unlawfully constructed.
1a	Completed	30/01/2019				13/3 An update was received from the Highways Enforcement Officer following action 643. The footpath was still blocked. That a further email be sent to Highways Enforcement Officer asking how Calderdale will proceed. Email Animal Welfare Officer copying in HSE and Environment Health.	13/3 Footpath open
3	Completed	24/04/2019	Footpath		Loose paving stones at bottom of Longfield Road	Deputy Town Clerk visited site and reported this to Calderdale who have appointed a contractor	This had also been reported by a resident, Area Maintenance Team attended following day and relaid loose flags in footway.
5a	Completed	11/09/2019	Signage and gates		Gates at Lidl to the ponds had been left undone. Some street signs have been stolen/damaged	Concern raised by members	Formal letter sent to Lidl Head Office raising concerns 1st Nov.
10	Completed	02/10/2019	Signage		Sign issue for Rise Lane	Raised by member	Clr Martin advised issue resolved
17	Completed	23/10/2019	Fly tipping		On Broadcarr Farm as overlooked by 12 Manor Close, Lee Bottom	Issue raised by Pat Taylor along with photos	Emailed Calderdale 23/10. Response received- this is not regarded as fly tipping as it is on landowners land-28/10. Clr Pat Taylor informed- 28/10
2		24/04/2019	Fly tipping		Fly tipping Rose Bank Road	Fly tipping of tyres on Rose Bank Road, a local conservation area. Member had been advised by Calderdale that the land was private owned and items could not be removed. Letter to be written to owner of the land to ask for tyres to be removed and copied to Head of Democratic and Partnership Services and Safer Cleaner Greener Calderdale.	
4		10/07/2019	Sump Pumps		Problem caused by sump pumps	Write to Calderdale Environmental Health expressing concerns and requesting risk assessment. 31/7 Mayor said he had seen the houses and a video was handed to Town Clerk for copying. A joint letter be written by Calderdale Ward Councillors, the MP and Todmorden Town Councillors to Calderdale Town Council. An update from Environmental Health said specific addresses were needed to progress this.	
16		22/07/2019	Overgrown greenage and dangerous road bend		Garden on bend of road from Baptist Vale Church, Cornholme, with overgrown greenage causing pedestrians to cross road twice on bad bend.	Sarah Pennie is going to find who owns the garden, speak to the lay preacher and take photos. On agenda Development Committee for 23 October	Letters have been sent to Manse property owner, Age Concern and Highways. Also copied to councillors-4/11 Calderdale have asked for a Streetworks Enforcement officer to investigate the overgrown shrubbery and for the Road Safety Officer to do an initial assessment to for possible traffic calming - 27/11 Letter received from Calderdale Traffic Officer that the bend at Cornholme is unsuitable for traffic calming measures. They have referred the issue of speed to the Neighbourhood Police Team. The issue of overgrown shrubbery has been referred to the Highways Enforcement Officer so they can be cut back - 17/12

Number	Ongoing/Completed	Date Raised	Issue Type	Priority	Description	Actions	Action/ Outcome
5a		21/08/2019	Flooding		Flooding that took place at Lidl on Halifax Road on 16/3.	Shopkeepers and homeowners concerned about flooding in front of Lidl and requested committee look at removing the pavement in front of the ponds that Lidl excavated to take flood water off the main road and surrounding area. Town Clerk to seek to arrange onsite meeting ASAP with Steven Lee from Calderdale Council and Mr Young. The Town Clerk also to write to MP Craig Whittaker, Todmorden Ward Councillors and Calder Valley Councillors. 11/09 site meeting at Lidl. Town clerk will forward his email response to the meeting to members	Meeting held and progress chaser sent 14th Oct 2019. Building Control at Calderdale said that this is not covered by Building Control as it does not involve a building. Email sent to councillors to confirm this- 1/11. Letter sent to manager at Aldi on 1 November, no reply received yet. Response received from Calderdale - 13/11. A member of the public has provided a number of documents concerning the situation - 13/11. A statutory report is due in December with comments from Yorkshire Water -13/11.
5b		13/11/2019	Site security at Lidl		Concern about health and safety as gate to the lagoons has been left open on several occasions.	This was raised by the Clerk with Inspector Doughty and the PCSO's are to check the gate on their rounds. A member of the public mentioned there is also a hole in the wall from the the footpath to the canal behind the lagoons. The Clerk agreed to feed this back to Inspector Doughty - 13/11	Assistant Town Clerk photographed the fencing and gate and a letter sent to Lidl Estates to query whether the fencing is temporary, the gaps under the fence, the uneven gate, the small padlock and bolt as well as the feedback received that the lagoons are being infilled. This was copied to Stephen Lee at Calderdale - 11/12
7		21/08/2019	Blocked drains		Side of Market area towards the Bus Station	Concern raised by members	Advised to Calderdale 22/8 - location appears to be Market Hall Footpath, this is undadopted and Calderdale do not cleanse gullies on private roads-23/10
8		21/08/2019	Blocked drains		Off Stansfield Road below Hall Wall	Concern raised by members	Advised to Calderdale 22/9 - not clear about this location, unable to find anything logged under Stansfield Road-23/10. Confirmed to Calderdale that the location is by the Todmorden Chippy OL14 5BB and area. 24/10 Calderdale had Service Request logged on 31/07/19 for this location. Gullies are inspected along this road almost daily as it is a main commute for our drainage superintendent. They are designed to cope with a certain amount of water and were inspected 28/07/19 and 30/07/19, no flood risk, seen to be overwhelmed after heavy rainfall but not blocked. They will be cleansed on the next cyclic visit.
6		11/09/2019	Dangerous banking	high	Banking surrounding building site potentially slipping	Contacted Calderdale and site visit carried out and confirmed safe but to be kept under review. Further contact 11th Oct and reported back to Calderdale and further visit undertaken and will continue to monitor	Calderdale Building control advised Planning Officer to remind developer of responsibilities to keep site safe.
9		02/10/2019	Obstructed path		Lee Bottom Road - runs from number 18 and alongside Manor Close on the left of Lee Bottom Road towards Upper Shaw Wood Road. The path/banking as you turn left in to Manor Close is mown regularly by the resident next to it. This is to stop the road being obscured by very long grass to the right as you pull out of Manor Close. On Manor Close's completion the resulting banking soil was levelled and laid with a sandy grit mix so pedestrians could walk on it without being on the roadside. It is unsafe now. Calderdale do not see it as a path and could not find it from the references given, even with photos.	Raised by member	Calderdale has asked for an adoption plan and will get back to you when we receive it.23/10.Further to our email of 23/10/19 with regard to query 9 on your spreadsheet. We have received the adoption plan requested but it is still not clear whether or not this 'footpath' is adopted. Following advice from our engineer, we have logged a Service Request and attached the adoption plan (SR 345300). This has been passed this to the Area Superintendent for inspection and to feedback his findings. We will get back to you following this-29/10 Highways confirmed with the Area Superintendent that the footpath is not adopted by CMBC and therefore they do not maintain it. - 6/11

Number	Ongoing/Completed	Date Raised	Issue Type	Priority	Description	Actions	Action/ Outcome
11		02/10/2019	Pavement		Calder Street. Right hand pavement (as seen from the Town Hall) flagged and in good condition. Left hand pavement originally flagged but more than half of the flags have been removed and replaced with patches of different sorts of asphalt. Very pitted and uneven. As there is no light on Calder Street and the asphalt is black this pavement is hazardous after dark.	Raised by member. Town Clerk to write to Calderdale Council to ask for these to include work to this pavement in future programme of work. Clir Holmstedt provided photos and provided specific descriptions. In future, members requested to let Susan (Assistant Town Clerk know of any further issues like this. She will keep a log of issues and periodically update members about this at meetings. Susan also to liaise with Calderdale Council about issues on log.	28/10 Assistant Clerk sent this spreadsheet to Calderdale MBC to register issues.
12		02/10/2019	Pavement		School Lane, corner of front of Methodist Church to Myrtle Street. Left hand footpath that follows the side of the Central Methodist Church, which is asphalt, is pitted with many patches.	Raised by member. Town Clerk to write to Calderdale Council to ask for these to be include work to this pavement in future programme of work.	28/10 Assistant Clerk sent this spreadsheet to Calderdale MBC to register issues.
13		02/10/2019	Pavement		Myrtle Street - both sides the asphalt is in poor condition	Raised by member. Town Clerk to write to Calderdale Council to ask for these to be include work to this pavement in future programme of work.	28/10 Assistant Clerk sent this spreadsheet to Calderdale MBC to register issues.
14		02/10/2019	Pavement		Stansfield Road- Short stretch of pavement on the right side (facing towards the bus station) from the bridge over the river to the ambulance station forecourt - Asphalt is in a very bad state pitted with a number of in-fill patches made over many years	Raised by member. Town Clerk to write to Calderdale Council to ask for these to be include work to this pavement in future programme of work.	28/10 Assistant Clerk sent this spreadsheet to Calderdale MBC to register issues.
15		02/10/2019	Litter		Litter in town	To be raised at 13/11 meeting of Development Committee	Clerk and Assistant Clerk met with 2 representatives of Safer, Cleaner, Greener who are responsible for street cleaning in Todmorden. Contact for issues were established, quarterly audits of street cleaning are to be made available to the Town Council, volunteer bins are planned for the centre of Todmorden and a volunteer coordinator has taken up post. -27/11
19		23/10/2019	Green space		Denis's Field has had been identified as area for building development. Requests received for it to be designated green area.	Development Committee agreed at 23/10 meeting that Denis's Field be a designated Green Space with Neighbourhood Plan.	Town Clerk wrote to Calderdale MBC to advise them of this inclusion. 5/11 Letters sent to those who wrote to the Council and in respect of the letters from schools, confirmation that these were sent on behalf of the Governing Bodies-5/11
20		23/10/2019	Accessibility at the Todmorden railway Station		Network rail have contacted the Council about the proposed lift at the railway station	Public meeting arranged for 20/11 for Network rail to update public. To be held Community College at 1pm	Meeting took place on 20/11. The project will be with the DFT in early December where an option will be selected. It will be 18 months-2 years after this when the improvements will be complete-20/11
21		23/10/2019	Potential re-opening of railway station at Cornholme		Development Committee agreed to support any proposals for this station to be re-opened.	Clerk to request a copy of the footfall survey from Calderdale MBC and report back	Clerk sent letter to Calderdale about Footfall report-Nov 2019
18		23/10/2019	Highway signage		To take down existing gateway signage to be repainted by the Mayor	Agreed with Calderdale Highways a price to take down all three signs as and when in that area.	One set delivered to Offices for Mayor to progress. Details of paint colours received - 9/12 Signs to be painted early in 2020
22		23/10/2019	Moorlands Policy		To Update in January the current Moorlands Policy in line with Calderdale		
23		06/11/2019	Allotments		Proposal to go to Development Committee in January		

Number	Ongoing/Completed	Date Raised	Issue Type	Priority	Description	Actions	Action/ Outcome
24a		13/11/2019	a.Litter in the town, especially from takeaway meals and around the bus station. Inadequate bins and street cleaning		a.Concern about this was raised at the Development Committee Meeting 13/11	a. Clerk to investigate with Calderdale and First Group buses and to report back to a forthcoming meeting of the Committee - 13/11	a. Meeting held with Clerks and representatives from Calderdale Council, Todmorden Street Cleaning on 27/11. They advised on how to report issues, offered quarterly updates of cleaning audits, proposed volunteer bins and the new Volunteer Coordinator - 27/11
24b		04/12/2019	b. Cigarette butts and chewing gum around the Town Hall		b.Concern about this raised at the Development Committee meeting 4/12	Contact made with Calderdale to enquire about these issues. This is going to be investigated and feedback given. 10/12	Susan met with cleaning manager 10/12. 2 bins to accommodate stubbing out and storing cigarette butts to be swapped for existing ones around the Town Hall. Calderdale do not have the equipment to deep clean pavements to remove chewing gum. If the Town Council want this they will need to identify the area they want cleaning and pay for the cost of contractors. A list of suggested contractors and likely cost will be provided to the Assistant Town Clerk by the end of
24c		13/11/2019	c. Litter and cigarette butts around the market and periphery		c.Concern raised about litter in the Bus Station and peripheral area	Concern raised by members-13/11	Susan spoke with WYCA manager of cleaning at Todmorden bus station. There are 3 weekly cleans on Monday, Wednesday and Friday where the bins are emptied. On one of these days a deep clean is done for the bus shelters. 2 staff (a cleaner and a principal cleaner) do the cleaning between 5-6am in the morning. there are 11 bins in the bus station but litter is an ongoing problem. Susan and Cllr White will meet the manager at the site on 7/1 to discuss.
25	Completed	14/11/2019	Street lighting over Town hall		A member of the public complained that the lamp post floodlights are timed to come on after it is dark. It is dark around the Town Hall.14/11	Assistant Town Clerk contacted Calderdale and this has been referred to the Corporate and Facilities Management team - 7/11 Corporate and Facilities Management have requested the lights switch on at 3pm - 25/11	This was chased 27/11. Clerk raised issue with Calderdale 2/12. There has been problem with who is responsible for the floodlights. Spoke to a member of the Streetlighting team who said that 2 floodlights had been repaired and the timer set for 3.30pm. A check will be made of the flood lights today to see what the problem is 11/12 The problem has been resolved and the lights are set to go on 3.30pm-midnight-12/12
26		04/12/2019	Potential issues caused by Aldi build		Feedback is that residents have received communication about the build. Also, planning permission was requested for illuminated branded signage.	Contact made with Aldi for an update.20/11	Update from Aldi - building on site to commence October 2020 and store opening planned for March 2021 - 16/12
27		04/12/2019	Delay in planning permission resolved for Cinderhill Todmorden		Concern about this raised at the Development Committee meeting 4/12	Contact made with Calderdale to enquire about these issues. 10/12	
28		05/12/2019	Quality of lighting in the Town Hall, especially the Council Chamber		Letter received from the Photographic Society - the lights cast a poor yellow light.	Contact made with Calderdale 12/12. It is possible that the light fittings are covered by the Grade 2 listing. They are going to be inspected to see if they can be replaced. They may become part of CAFM programme. More extensive work on the lights could be part of the wider scheme of work-12/12	
29		20/11/2019	Problems exiting residents car parking spaces at Ridgefoot on Cobden Rd.		This was raised by Cllr Pat Taylor	Contact made with Calderdale Highways -16/12	Minor Works Webform completed for Highways to suggest yellow lines be put on Cobden St. Priority is given to sites where there has been an accident. The first step will be for an inspector to take a look at the site - 16/12
30		05/12/2019	Overgrown garden at Shade		This was raised by Cllr Tony Greenwood.	Susan has asked Cllr Greenwood for more information - 17/12	

Number	Ongoing/Completed	Date Raised	Issue Type	Priority	Description	Actions	Action/ Outcome
31		16/12/2019	Blocked drain on corner of road by Todmorden Library. Also the street sign on same corner is damaged and cannot be read.		This was raised by Cllr Christine Potter	Contact made with Calderdale-17/12	The clearing of the drain and damaged street sign has been raised as a job by Highways-18/12
32		16/12/2019	Cycle racks/storage near market		This was raised by Cllr Pat Taylor. There is nowhere for visitors to the market to securely leave their bikes. The doors at the back that lead to Pollination St and the car park have a spot that may accommodate bikes	Researching contact at Calderdale. Also to be raised at Climate Emergency Committee -17/12	
33		18/12/2019	Ongoing problems with flooding at the railway station		This was raised by Cllr Denis Skelton. Contact made with Network Rail -18/12	Confirmation received from Network Rail that works will commence on this March 2020 - 19/12	