

TODMORDEN TOWN COUNCIL

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MINUTES OF THE MEETING OF THE CLIMATE EMERGENCY COMMITTEE Held in the Cockcroft Room, Todmorden Town Hall, Bridge Street, Todmorden, on Wednesday 9TH October at 6.00 pm

Councillors Present: Cllr the Revd G Kent Chair, Cllr K White (Ex officio) Cllr R Williams, Cllr A Hollis, Cllr T Roberts and Cllr L Levick and Cllr M Holmstedt (substitute members for meeting for absence of Cllr R Coleman-Taylor Vice Chair and Cllr M Taylor)

Absent Councillors: Cllr R Coleman-Taylor and Cllr M Taylor.

Observing Councillors (not a member of the committee): None

Officers: Colin Hill Town Clerk (minute taker) and Susan Miles Assistant Town Clerk (observing).

Members of the Public: Diane and Scarlett Tremayne

2019(CEC)001	<p><u>ITEM 1. Appointment of Chairman</u> To receive nominations for the position of Chairman</p> <p><i>The Town Clerk sought nominations for the position of Chairman</i></p> <p><i>Cllr The Rev G Kent was nominated by Cllr T Roberts- no other nominations received. Proposed by Cllr T Roberts and Seconded: Cllr M Holmstedt Unanimous</i></p> <p>RESOLVED: That Cllr Revd G Kent be appointed Chairman of this Committee for the municipal year 2019/20 <i>The chairman took the Chair</i></p>
2019(CEC)002	<p><u>ITEM 2. Appointment of Vice Chairman</u> To receive nominations for the position of Vice Chairman</p> <p><i>Cllr R Coleman-Taylor was nominated by Cllr the Revd.G Kent- no other nominations received. Proposed by Cllr The Revd G Kent and Seconded: Cllr K White Unanimous</i></p> <p>RESOLVED: That Cllr R Coleman – Taylor be appointed Vice Chairman of this Committee for the municipal year 2019/20</p>
2019(CEC)003	<p><u>ITEM 3. Apologies for Absence</u> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting</p> <p><i>Apologies were received from Cllr R Coleman-Taylor and Cllr M Taylor as they were attending a Science Conference.</i></p> <p><i>Proposed by Cllr Revd. G Kent and Seconded: Cllr T Roberts Unanimous</i></p>

Signed Chair:

Dated:

	<p>RESOLVED: <i>That apologies be accepted for the reasons stated, namely attendance at a Science Conference.</i></p>
2019(CEC)004	<p><u>ITEM 4. Declarations of Interests</u> 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.</p> <p><i>None Declared</i></p>
2019(CEC)005	<p><u>ITEM 5. Public Participation</u></p> <p>To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be under public participation.</p> <p><i>Diane Tremayne supported the Climate Emergency Committee's approach that there will be extensive inclusion and consultation going forward, especially involving younger parties. She said it was important to focus on what we can do rather than what we cannot. Updates of successes could usefully be on the Town Council website. Her daughter was also present and it was noted she had joined the recent activity of absence from school on a Friday in order to participate in protest reaffirming her strong interest in this matter.</i></p> <p><i>Cllr K White updated Members regarding potential school's involvement, including at Primary level. A general view was expressed to listen to a wide audience including the Green Party, and if appropriate hold meetings at other venues in order to reach a wider audience and to be seen to be involving the community.</i></p>
2019(CEC)006	<p><u>ITEM 6. Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960</u></p> <p>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.</p> <p><i>Proposed by: Cllr A Hollis and Seconded by Cllr M Holmstedt Unanimous</i></p> <p>RESOLVED:-</p> <p><i>That the agenda items for the meeting do not require the exclusion of the press and public and that they be allowed to remain for the duration of the meeting.</i></p>
2019(CEC)007	<p><u>ITEM 7. Terms of Reference</u> To confirm the Terms of Reference passed at Full Council are still relevant to the work of this Committee.</p> <p><i>There was discussion about the detail of the Terms of Reference. Cllr M Holmstedt clarified it should be 7 councillors plus the Mayor as ex-officio and not 6 councillors. She also mentioned that it does not include methane gas as well as carbon dioxide. Cllr A Hollis said it should also include greenhouse gas emissions as an overall phrase. The Town Clerk agreed to amend the Terms of Reference and Objectives with these details.</i></p> <p><i>Cllr G Kent suggested that the Terms of Reference and Objectives should remain otherwise as they are until further discussion can take place.</i></p>

Signed Chair:

Dated:

2019(CEC)008	<p><u>ITEM 8 . Scoping of Programme of work and frequency of meetings for this committee</u></p> <p>To consider what activities and areas of work this committee wishes to address.</p> <p><i>The meeting addressed other agenda items before returning to this item, There was a great deal of discussion about what should be included within the scope. This included the handling of waste, protecting the natural environment and energy consumption.</i></p> <p><i>It was agreed that this would be worked on in an informal scoping meeting to take place on 14th October 2019 before bringing a more defined proposed scoping and programme of work to the next formal committee meeting.</i></p> <p>Action: <i>Town Clerk to arrange venue of Community College 14th Oct 2pm.</i></p>
2019(CEC)009	<p><u>ITEM 9. Membership of Committee</u></p> <p>To consider inviting outside persons/bodies to be part of the Committee as co-opted Members.</p> <p><i>There was a great deal of discussion about who should be involved and whether they should be co-opted. It was decided that suggestions be forwarded to the Town Clerk and then following discussion, invites could be issued.</i></p> <p><i>To perhaps focus on ensuring youth representation, those with expertise in specialist areas of climate related knowledge and those already working on climate issues in key groups,</i></p> <p><i>The Town Clerk agreed to check what the quorum for Councillors should be in respect of co-opted Members also participating to ensure Councillor majority for decision making.</i></p>
2019(CEC)010	<p><u>ITEM 10. Frequency of Meetings and Structure</u></p> <p>To consider the frequency of meetings and future structure for delivery of tasked items. membership of co-opted Members to the group and the frequency of meetings to be held.</p> <p><i>It was discussed that as there is a requirement to consult and involve people as much as possible, that there should be informal working groups to share information and make recommendations to the Committee, where formal decisions would be made. Cllr The Revd. G Kent suggested the possibility of a Citizens Assembly.</i></p> <p><i>The Town Clerk suggested a framework to reflect the Committees drive towards as much informality and action as possible by:</i></p> <p><i>4 - formal meetings of the Climate Emergency Committee each year</i> <i>4 - formal working groups to feed into the Climate Emergency Committee</i></p> <p><i>Supported by ad hoc informal meetings to generate discussion and thought to determine what needs to be brought to working groups including consultation / networking with other organisations such as local schools, art groups, other Calderdale Town Councils.</i></p> <p><i>The Climate Emergency Committee meeting and Working Group Meetings would be clerked formally .Informal meetings would be member led and not requiring formal clerking to support.</i></p> <p><i>Members agreed this approach and asked for a timetable to be developed for this so that the meetings could report back appropriately.</i></p>
2019(CEC)011	<p><u>ITEM 11. Budget Provision</u></p> <p>To consider the need for a budget to be provided for this committee.</p>

Signed Chair:

Dated:

	<p><i>It was suggested that a provisional budget of £2,500 be allocated to the committee to cover expenses such as publicity, materials, external room hire etc. to enable a programme of activity to be taken forward. It is likely that the budget will need to be larger for 2020/21 once project ideas have been developed.</i></p> <p>Action: Town Clerk to feed into the budget requirement for 2019-20 and 2020-21</p>
2019(CEC)012	<p><u>ITEM 12. Report to Full Council</u> To agree the content of the report to be made back to Full Council on 6th November 2019.</p> <p><i>It was agreed that a report will be produced for the Full Council following the next Climate Emergency Committee meeting on the 30th October 2019 in time for their meeting on 6th November 2019</i></p>
2019(CEC)013	<p><u>ITEM 13. Correspondence</u> To receive and consider any items of correspondence for consideration:</p> <p><i>None received</i></p>
2019(CEC)014	<p><u>ITEM 14. Any Items for Discussion for a Future Agenda</u> To notify the Clerk of any matters for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> • <i>Scoping of programme of work</i>
2019(CEC)015	<p><u>ITEM 15. Date of Next Committee Meeting</u> The date of the next committee meeting was noted – Wednesday 30th October 2019 at 7.30pm, Todmorden Town Hall.</p> <p>There being no further business, the Chair closed the meeting at 7.15pm</p>

Signed Chair:

Dated: