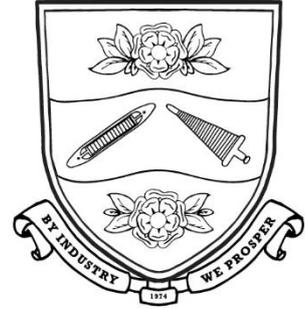


# TODMORDEN TOWN COUNCIL

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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 30<sup>TH</sup> October at 7.30 pm

**Councillors Present:** Cllr. the Revd G Kent (Chair), Cllr. A Hollis, Cllr. T Roberts, Cllr. R Coleman-Taylor (Vice Chair) and Cllr. M Taylor.

**Absent Councillors:** Cllr. J Williams and Cllr. K White

**Observing Councillors (not a member of the committee):**

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

**Members of the Public:**

2019(CEC)015	<p><b><u>ITEM 1. Apologies for Absence</u></b> 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 J Williams.</i></p> <p><i>Proposed by Cllr the Revd G Kent and Seconded: Cllr A Hollis                      Unanimous</i></p> <p><b>RESOLVED:</b> <i>That apologies be accepted for the reasons stated, namely that Cllr. J Williams was unwell.</i></p>
2019(CEC)016	<p><b><u>ITEM 2. Declarations of Interests</u></b> 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)017	<p><b><u>ITEM 3. Public Participation</u></b> 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.</p> <p><i>No members of the public present</i></p>

Signed Chair: .....

Dated: 15 January 2020

2019(CEC)018	<p><b><u>ITEM 4. Minutes</u></b></p> <p>To approve the draft minutes of the Climate Emergency Committee held on 9<sup>th</sup> October 2019.</p> <p><i>Proposed by Cllr. A Hollis      And Seconded by Cllr. Tony Roberts      Unanimous</i></p> <p><i>That the draft minutes of the Climate Emergency Committee meeting held on 9 October 2019 be approved as a true record of proceedings and signed by the Chair</i></p>
2019(CEC)019	<p><b><u>ITEM 5. Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960</u></b></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. the Rev G Kent and Seconded by Cllr A Hollis      Unanimous</i></p> <p><b>RESOLVED:-</b></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)020	<p><b><u>ITEM 6. Budget Provision</u></b></p> <p>To confirm agreement to a budget for 2019-20</p> <p>The Clerk advised the Committee that a £2,500 budget had been allocated for this financial year.</p> <p>It was agreed that the budget could be spent on activities such as inviting experts to speak, venue hire and travel expenses rather than providing grants as such. The Clerk advised that provision could be made in the Grants Budget managed by the Amenities Committee for climate related projects. Discussion centred around the potential of small grants to be 'seed corn' and that matching funding might be available from other sources. The Town Clerk said that a paper had been submitted to the Amenities Committee with criteria for allocating grants. It was suggested that the budget allocation for grants could possibly be increased to enable small grants to be given as seed corn for projects.</p>
2019(CEC)021	<p><b><u>ITEM 7. Scoping of Programme of work</u></b></p> <p>To consider what activities and areas of work this committee wishes to address.</p> <p>The Chair introduced the list of Areas of Interest identified at a workshop this week. He said that the first six items are the 'what' and the last six items are the 'means by which the first six would be addressed. The items had not been prioritised but were interlocking. The intention was that when the Committee finalises the areas of interest it will split into groups to work on them and then report their findings to the Climate Emergency Committee. Discussion took place around the grouping the items under the headings of:</p> <ol style="list-style-type: none"> <li>1. Raising Awareness and Communication</li> <li>2. Address Effects of Climate Change</li> <li>3. Address Climate Change.</li> </ol> <p>There was discussion about the role of the Climate Emergency Committee. It was suggested that the Committee would enable the Town Council to be a hub/centre for</p>

Signed Chair: .....

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	<p>collecting/disseminating information, facilitating, guidance and signposting for local people and organisations.</p> <p>The Town Clerk mentioned that he had recently had a meeting with the Town Clerk of Hebden Royd and that their first step with climate change action had been to identify and communicate relevant information.</p> <p>It was discussed that an early quick win could be introducing recycling bins in Todmorden. It was recognised that this would need to be discussed with Calderdale Council and that it would not be just the provision of recycling bins to consider but also the collection of the recycled waste. Cllr. M Taylor agreed to investigate this. It was suggested that analysis of waste streams generally (Like the Keep Britain Tidy Campaign) would fit into the issue of sustainability. Another suggestion was that the Todmorden Development Board and Tod Connect be invited to comment on sustainability.</p> <p>It was suggested that the Committee did not want to just talk to people and take no action. The Climate Emergency Committee will draw up a list of people/groups to talk to but then this would translate into action.</p> <p>There was some discussion around whether there was an existing list of organisations. It was suggested that there could be a 'What's on in Todmorden' list'.</p> <p><b>Action: The Town Clerk to research if there is a list of organisations.</b></p> <p>The Committee went through each area of interest and added to the list of interest areas. When discussing types of communication, it was acknowledged that channels would need to be monitored and managed in order to promote engagement and that, in particular, Safeguarding and GDPR were key aspects to consider. It may be necessary to develop expertise in this. The Town Clerk informed the Committee that the Council Website is going to be further developed and that there was scope to include an area on climate change action. A communication policy would need to be developed.</p> <p>It was suggested that there may be scope to collaborate with Hebden Royd Council to potentially share communication channels with them, such as a Citizens Assembly. It was agreed that the Committee approach Hebden Royd Town Council, Tod Chat and local media.</p> <p><b>Action: The Town Clerk to approach Hebden Royd Town Council to arrange a meeting.</b></p> <p>It was agreed that the current list of areas of interest would be further developed over time.</p>
<p><b>2019(CEC)022</b></p>	<p><b><u>ITEM 8. Membership of Committee</u></b>  To consider inviting outside persons/bodies to be co-opted members of this Committee.</p> <p>There was a great deal of discussion about the possibility of co-opting members to the committee. It was decided to further develop the Terms of Reference for this Committee which will include the framework for co-opting members. This would be referred to the Full Council.</p> <p>A suggested possible Way of Working for the Climate Emergency Committee was outlined by the Clerk.</p>
<p><b>2019(CEC)023</b></p>	<p><b><u>ITEM 9. Report to Full Council</u></b>  To agree the content of the report to be made back to Full Council on 6 November 2019.</p>

	<p>This was discussed and it was agreed that the draft would be updated and finalised by the Town Clerk.</p>
<p>2019(CEC)024</p>	<p><b><u>ITEM 10. Correspondence</u></b>          To receive and consider any items of correspondence for consideration.</p> <p><i>None received</i></p>
<p>2019(CEC)025</p>	<p><b><u>ITEM 11. Any Items for Discussion for a Future Agenda</u></b>          To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <p>Items for the next meeting:</p> <ul style="list-style-type: none"> <li>• Agenda for the next Climate Emergency Working Group</li> <li>• Identify which organisations and individuals to engage with</li> </ul>
<p>2019(CEC)026</p>	<p><b><u>ITEM 12. Date of Next Committee Meeting</u></b></p> <p>The date of the next committee meeting was noted – Wednesday 15 January 2020 at 6pm at Todmorden Town Hall.</p> <p>The date of the next Working Group Meeting – 4 December 2019 at 6pm at Todmorden Town Hall</p> <p>There being no further business, the Chair closed the meeting at 9.25pm</p>