

TOWN COUNCIL
Minutes of the Meeting held 21st February 2018

715 PRESENT: Cllr C Potter, Town Mayor.

Cllrs J Batty, S Booth, A H Greenwood, J Grieve, M Hatfield, M Holmstedt, A Hollis, P Marrington, B Paramor, D Skelton, D Tattersall and J Taylor.

Apologies were submitted from Cllrs M Carrigan, L Stephenson, D Tremayne and D Wardell.

716 CONSIDERATION WAS GIVEN TO THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 17TH JANUARY 2018

It was moved by Cllr A Hollis
Seconded by Cllr P Marrington

RESOLVED: that the Minutes of the Town Council Meeting held 17th January 2018 be approved as a correct record and be signed by the Chair.

717 CONSIDERATION WAS GIVEN TO THE MOTION TO EXCLUDE THE PUBLIC AND PRESS FOR ANY AGENDA ITEMS

It was moved by Cllr P Marrington
Seconded by Cllr J Grieve

RESOLVED: that the public and press be allowed to stay in the meeting for all agenda items.

718 RICHARD STORAH, STORAH ARCHITECTURE LTD, ATTENDED THE MEETING TO PROVIDE A BANDSTAND FEASIBILITY STUDY UPDATE

Richard Storah provided a brief update in relation to progress of the Bandstand Feasibility Study. It was explained that it would be easier to find money for refurbishment than for building an entirely new bandstand but that either way a need for the bandstand would need to be demonstrated. Mr Storah went on to explain that he intends to set up a meeting with all user groups which Members of the Council would be welcome to attend.

A number of questions were asked by Members and it was agreed that Mr Storah would inform the Council of the times and dates of any consultation/user group meetings. Mr Storah was thanked for his attendance and update.

719 MAYORAL AND OTHER COMMUNICATIONS:

Age UK Todmorden
Carol service fund raising

It was noted that the Christmas Carol Song had raised £356.90 for the Mayor's charity, Age UK Todmorden.

720 AGENDA ITEMS FROM THE PRE-RATIFIED RESOLUTIONS OF THE STANDING COMMITTEES

There were no agenda items from the pre-ratified minutes.

721 CONSIDERATION WAS GIVEN TO THE MINUTES OF THE GENERAL PURPOSES COMMITTEE HELD ON 10TH JANUARY 2018

It was moved by Cllr D Tattersall
Seconded by Cllr D Skelton

RESOLVED: that the Minutes of the General Purposes Committee meeting held on 10th January 2018 be approved and adopted.

722 CONSIDERATION WAS GIVEN TO THE MINUTES OF THE DEVELOPMENT COMMITTEE HELD ON 24TH JANUARY 2018

It was moved by Cllr M Hatfield
Seconded by Cllr A Hollis

RESOLVED: that the Minutes of the Development Committee meeting held on 24th January 2018 be approved and adopted.

723 CONSIDERATION WAS GIVEN TO THE MINUTES OF THE GENERAL PURPOSES COMMITTEE HELD ON 31ST JANUARY 2018

It was moved by Cllr D Tattersall
Seconded by Cllr D Skelton

RESOLVED: that the Minutes of the General Purposes Committee meeting held on 31st January 2018 be approved and adopted.

724 CONSIDERATION WAS GIVEN TO THE MINUTES OF THE AMENITIES COMMITTEE HELD ON 7TH FEBRUARY 2018

It was moved by Cllr D Skelton
Seconded by Cllr D Tattersall

RESOLVED: that the Minutes of the Amenities Committee meeting held on 7th February be approved and adopted.

725 RECEIPTS AND PAYMENTS

It was moved by Cllr S Booth
Seconded by Cllr A Hollis

RESOLVED: that receipts totalling £446.83 since the last meeting be received and payment of accounts in accordance with the list submitted (schedule 241-265) totalling £14,283.45 be approved.

726 TO APPOINT THE TOWN MAYOR ELECT AND DEPUTY TOWN MAYOR ELECT FOR THE MUNICIPAL YEAR 2018/2019

It was moved by Cllr M Hatfield
Seconded by Cllr S Booth

RESOLVED: that the Mayoral nomination form be resent to Councillors and a decision made at the next Town Council meeting on the 4th April 2018.

727 TO CONSIDER DOMAIN ADDRESS AND EMAIL ARRANGEMENTS FOR THE NEW TOWN COUNCIL WEBSITE

It was moved by Cllr D Skelton
Seconded by Cllr D Tattersall

RESOLVED: that the Town Council adopt the email, website and domain name suggestions as per Besthost's information email of the 6th February 2018.

728 MOTION MOVED ON NOTICE BY CLLR M HATFIELD:-

From the **Development Committee** of 14th February 2018
Re-draft of letter to Lidl GmbH.

It was moved by Cllr M Hatfield
Seconded by Cllr S Booth

RESOLVED: i) to change the date of flooding from 2016 to 2015.
ii) that the sentence beginning 'a number of personal testimonies ...' be removed.
iii) that the letter to be sent in English to Lidl GmbH,
iv) that the letter to be copied to Calderdale Council Planning, and Highways, Lidl UK GmbH, Todmorden News and Halifax Courier.
iv) that the personal testimonies are considered at the next Development Committee meeting on the 28th February 2018.

729 CHEQUES FOR SIGNATURE

There were 4 cheques presented for signature to the value of £6,676.84

It was moved by Cllr A H Greenwood
Seconded by Cllr A Hollis

RESOLVED: that the cheques be signed in accordance with Council procedures.

730 PUBLIC QUESTION TIME

Sarah Pennie from the Friends of Centre Vale Park asked for public consultation on the need for the bandstand in the future and whether the Town Council could organise this with support from the Todmorden Development Board.

It was explained that part of the brief of the Bandstand Feasibility study was to carry this out.

Christian Jackson asked whether the contents of the correspondence discussed at the Town Council could be provided to the public.

A number of Members expressed support for this idea and it was agreed that it could be looked into at a future General Purposes Committee meeting.

Christian Jackson asked what the Town Council thought of the recent low turnout at Development Committee meetings.

Cllr M Hatfield responded agreeing that this was disappointing, particularly when Councillors do not turn up when they have not sent their apologies.

Cllr A H Greenwood explained that in the past a system of committee substitutes had been used and that potentially this could be looked into again.

Christian Jackson asked whether Mid Pennine Arts were a commission based organisation.

Cllr M Holmstedt stated that the organisation worked as part of the Arts Council.

Cllr D Skelton explained that the organisation applied to the Council for a grant and were treated in the same manner, using the same criteria as all other organisations applying to the Council for grants.

Cllr M Hatfield stated that he welcomed applications from the organisation and thought that the funding was well spent.

Christian Jackson commented on the £6,000 grant funding requested from Cornholme Food Bank and the £3,000 awarded, going on to ask whether this was the responsibility of the Council plus whether the Council would see £3,000 of receipts in relation to the allocated grant.

Cllr D Tattersall explained that Cornholme was a deprived part of the Town and that, with the recent decline of the welfare state, if the Council could help then it should.

Christian Jackson went on to ask where the money was being spent.

Cllr D Tattersall explained that he would ask for an itemised account.

TOWN COUNCIL
Minutes of the Extraordinary meeting held on Wednesday, 7th March 2018

731 PRESENT: Cllr C Potter, Town Mayor.

Cllrs J Battye, S Booth, M Carrigan, A H Greenwood, M Hatfield, M Holmstedt,
P Marrington, D Skelton, D Tattersall, J Taylor, D Tremayne, D Wardell,

Apologies were submitted from Cllr L Stephenson.

732 Members' interests (To remind Members of the need to declare any disclosable pecuniary interests or other interests they might have in relation to the items included on this agenda).

733 Consideration was given to the motion to exclude the public and press for any agenda item(s).

It was moved by Cllr M Hatfield
Seconded by Cllr J Battye

RESOLVED: that the public and press be excluded due to staffing matters being discussed.

734 **TO AGREE A BUDGET FOR TEMPORARY STAFF COVER OF UP TO £2,500 TO BE TAKEN FROM THE REMAINING STAFF SALARY BUDGETARY HEADINGS WITH THE REMAINDER BEING TAKEN FROM THE STAFF RECRUITMENT BUDGETARY HEADING**

It was moved by Cllr D Skelton
Seconded by Cllr D Tattersall

RESOLVED: that up to £2,500 to be taken from the remaining staff salary budgetary headings with the remainder being taken from the staff recruitment budgetary heading for temporary staff cover.

GENERAL PURPOSES COMMITTEE
Minutes of the meeting held 7th March 2018

735 PRESENT: Cllr C Potter, Town Mayor, Cllr D Tattersall, Chair
Cllrs J Batty, S Booth, M Carrigan, A H Greenwood, A Hollis, M Holmstedt, D Skelton,
D Tremayne, D Wardell.

Apologies were submitted from Cllr L Stephenson.

736 RESOLVED: that the Minutes of the General Purposes Committee meetings held on the 10th and 31st January 2018 be approved as a correct record and signed by the Chair.

737 Consideration was given to the motion to exclude the public and press for any agenda items.

RESOLVED: that the public and press be allowed to stay in the meeting for all agenda items with the exception of agenda item 14, Citizenship Awards 2018, due to the confidential nature of the business at this stage in the proceedings.

738 SARAH RICHARDSON, CALDERDALE LIBRARIES, ATTENDED THE MEETING TO DISCUSS THE LIBRARY REVIEW WITH REGARDS TO THE COMMUNITY LIBRARY AT WALSDEN

Sarah Richardson explained that Calderdale Council needed to save £130,000 from its libraries budget and was therefore carrying out a libraries review across the borough. It was explained that the Walsden Library building was no longer viable and the Council were asking for suggestions in relation to combining the facility with an existing organisation/building in Walsden such as another community building or school. Currently the library is open for eight hours a week. The Town Council was informed that Members could complete the consultation survey on line at www.calderdale.gov.uk/v2/library-consultation.

A number of suggestions were put forward by Members including the possible use of the mill opposite the library, the post office, Gordon Riggs Garden Centre, Walsden Cricket Club, the nearby empty chapel and local primary schools.

RESOLVED: that Sarah Richardson be thanked for her attendance and contribution to the meeting.

CORRESPONDENCE

Calderdale MBC:

739 John Walker, Markets Manager
APOLOGIES EMAIL

RESOLVED: i) that the correspondence be received.
ii) that Mr Walker be invited to attend a future General Purposes meeting.
iii) subject to ratification at Town Council on the 4.04.18.

General:

740

**Creative:
QUOTE FOR SITE SIGNAGE**

- RESOLVED:** i) that the correspondence be received.
ii) that in principle up to £1,500 can be spent on signage for the Town Council's four sites to be paid for from the Corporate Image budgetary heading.
iii) that the Clerk research and progress the project.
iv) subject to ratification at Town Council on the 4.04.18.

741

**Creative:
QUOTE FOR WEBSITE STRAPLINE**

- RESOLVED:** i) that the correspondence be received.
ii) that the Council pay up to £60 for a Town Council strapline for use on Town Council and website forms. To be paid for from the Corporate Image budgetary heading.
iii) subject to ratification at Town Council on the 4.04.18.

742

**CCLA:
PUBLIC SECTOR DEPOSIT FUND AND LOCAL AUTHORITIES PROPERTY FUND**

- RESOLVED:** i) that the correspondence be received.
ii) that Mark Davis is contacted asking what the Council could expect on an investment of £100,000 over a selection of time periods.
iii) that advice is sought from Calderdale Council in relation to investment of Council reserves.
iv) that the Town Council's Town and Parish Liaison Group representative place an item on the next meeting agenda asking how other Councils invest their reserves.
v) subject to ratification at Town Council on the 4.04.18.

743

**Todmorden War Memorial Fund Trustees
MEMBER'S RESIGNATION**

- RESOLVED:** i) that the correspondence be received.
ii) that the organisation be thanked for their letter.
iii) subject to ratification at Town Council on the 4.04.18.

Conclusion of Correspondence

744

COMMITTEE BUDGET REVIEW AND BANK RECONCILIATION AND TO AGREE ANY ROLLED OVER MONIES

The January bank reconciliations were provided and the Committee budget review was submitted showing Committee expenditure to date of £104,715 leaving a balance on annual estimates of £44,907.

- RESOLVED:** i) that the bank reconciliation and budget review be received.

- ii) that at yearend the remaining Salaries and Admin Assistant Agency budgets be rolled forward in order to provide staff cover.
- iii) that in addition funding from the Staff Recruitment budgetary heading be rolled forward, as necessary, up to the remaining outstanding agreed £2,500 budget for staff cover.
- iv) that the remaining Corporate Image budget, currently standing at £8,776, be rolled forward so that the Corporate Image works can be completed.
- v) that the remaining Town Centre Security budget contribute towards this financial year's outstanding payment.
- vi) subject to ratification at Town Council on the 4.04.18.

745 TO CONFIRM TOWN COUNCIL AND STANDING COMMITTEE MEETING DATES FOR THE MAYORAL YEAR 2018/19

- RESOLVED:** i) that the revised meeting dates be approved.
ii) subject to ratification at Town Council on the 4.04.18.

746 COUNCIL BUDGET AND BANKING REVIEW

- RESOLVED:** that the council budget and banking review be received.

747 ANNUAL INSURANCE REVIEW

- RESOLVED:** that the annual insurance review be received.

748 ANNUAL REVIEW OF FINANCIAL REGULATIONS

- RESOLVED:** that the annual review of financial regulations be received.

749 ANNUAL REVIEW OF INTERNAL FINANCIAL CONTROLS

- RESOLVED:** i) that the annual review of internal financial controls be received.
ii) that the YLCA recommended Internal Control Checklist be adopted.
iii) subject to ratification at Town Council on the 4.04.18.

750 APPOINTMENT OF INTERNAL AUDITORS

- RESOLVED:** i) that it is recommended that West Yorkshire Internal Audit Services be appointed for the financial year 2018/19.
ii) that the YLCA Independent Internal Audit Checklist be adopted.
iii) that as recommended by the YLCA a more detailed financial report from the Internal Auditor is required.
iii) subject to ratification at Town Council on the 4.04.18.

751 CITIZENSHIP AWARDS NOMINATION VOTE

Cllr D Tremayne declared an other interest in relation to this item as a member of her family benefited from one of the nominees activities.

In line with General Purposes Committee Minute 482 of 8th November 2017, consideration was given to the nominations received for the ‘Citizenship Awards of Todmorden 2018.

Voting for the listed nominations took place and two of the nominees were selected to go forward as the Committee recommendation to full Town Council on 4th April 2018.
Names to be released to Members.

RESOLVED: that the names of the two selected nominees be put forward as the Committee recommendation to full Town Council on 4th April 2018 for the public announcement.

752 TOWN COUNCIL HEALTH CHECK UPDATE

A brief update report was provided.

RESOLVED: that the report be received.

753 REFURBISHMENT OF THE TOWN’S BLUE PLAQUES UPDATE

A Member provided an update with photos illustrating the current state of the Town Council’s blue plaques.

RESOLVED: i) that the Member be thanked for his update.
ii) that Mr Knight, President of Todmorden Photographic Society, be thanked for the plaque photos.
iii) that a quote be provided for the re-painting of the Geoffrey Wilkinson plaque at 4 Wellington Road.
iv) that at a future meeting consideration is given to the provision of plaques for Nora Caveney, Major Robert Barker and Robert Jackson.
v) subject to ratification at Town Council on the 4.04.18.

754 MOTION MOVED ON NOTICE BY CLLR A H GREENWOOD:-

“Market noticeboards”

RESOLVED: i) that a letter be written to Calderdale Markets Manager requesting that the noticeboard at Todmorden Market not be in cases and instead be freely accessible to all.
ii) that the letter be sent under delegated powers due to the urgency of the matter.

755 MOTION MOVED ON NOTICE BY CLLR J BATTYE:-

“That all the additional information for all Town Council meetings (except for exempt items) should be made available to the public by being placed on the website with paper copies available at the meetings.”

RESOLVED: i) that the Clerk investigate this issue and report back to the next General Purposes meeting.
iii) subject to ratification at Town Council on the 4.04.18.

756 CHEQUES FOR SIGNATURE

There were 7 cheques presented for signature to the value of £4726.13.

RESOLVED: that the cheques be signed in accordance with Council procedures.



AMENITIES COMMITTEE
Minutes of the meeting held 14th March 2018

757 PRESENT: Cllr C Potter (Town Mayor) Cllr D Skelton, Vice-Chair.

A H Greenwood, J Grieve, M Hatfield, M Holmstedt, P Marrington, B Paramor, D Tattersall, J Taylor, and D Wardell.

Apologies were submitted from Cllr D Tremayne.

758 RESOLVED: that the Minutes of the Amenities Committee meeting held on 7th February 2018 be approved as a correct record and signed by the Chair.

759 Consideration was given to the motion to exclude the public and press for any agenda items.

RESOLVED: that the public and press be allowed to stay in the meeting for all agenda items.

CORRESPONDENCE:

Calderdale MBC

760 **Safer Cleaner Greener**
HANGING BASKETS 2018

RESOLVED: i) that the correspondence be received.
ii) that 60 lamppost hanging baskets be ordered, as last year, at a total cost of £2,880 including watering.
iii) to be paid for out of the 2018/19 Environmental budgetary heading.
iv) subject to ratification at Town Council on 4th April 2018.

761 **Neighbourhood Co-ordinator for the Upper Valley**
VALUATION OF JOHN FIELDEN STATUE

RESOLVED: that the correspondence be received.

General:

762 **Todmorden in Bloom**
RETURN OF £545.30 FUNDING

RESOLVED: that the correspondence be received.

Conclusion of Correspondence

763

TO CONSIDER MATTERS RELATING TO THE BUDGET REVIEW AND TO AGREE ANY ROLLED OVER MONIES

A budget review was submitted showing Committee expenditure to date of £72,951 and committed expenditure of £63,730 leaving a balance on annual estimates of £8,019.

It was noted that £2,300 had been returned to the Entertainment and, Arts and Recreation budgetary heading as In the Park Productions had not received Arts Council funding this year.

- RESOLVED:** i) that the budget review be received.
ii) that the remaining £27,878 Development Projects committed expenditure, made up of; £10,000 wheels park funding, £5,800 bandstand feasibility study funding and the remaining £12,078 Vale Land refurbishment project funding be carried forward to the next financial year.
iii) that an accrual of £852 from the Environmental Projects budgetary heading be made in order to pay the January to March Calderdale Council grounds maintenance charge.
iv) subject to ratification at Town Council on 4th April 2018.

GRANT APPLICATIONS

764

Todmorden in Bloom - £3,632 hanging baskets, summer watering, stumpery and prize giving.

Three members of Todmorden in Bloom provided a brief outline of the proposed projects and answered questions from Members.

The Committee thanked Todmorden in Bloom for all the group's hard work throughout the town centre.

- RESOLVED:** i) that a grant of £3,632 be granted.
ii) that the funding be paid for from the Environmental Projects budgetary heading with the remaining funding being vired from Miscellaneous Contingencies and the Development Projects budgetary headings.
iii) subject to ratification at Town Council on 4th April 2018.

TOWN HALL REFUND APPLICATIONS (S137 FUNDING)

765

Todmorden Orchestra - £719.17 for a concert – 20th January 2018 – 14 hours.

Cllr Holmstedt declared a pecuniary interest at left the room for the duration of the item.

- RESOLVED:** i) that on this occasion the Town Hall refund be refused, as this additional concert would take the Orchestra above the 45 hour allocation per organisation for Town Hall booking refunds.
ii) subject to ratification at Town Council on 4th April 2018.

766

Todmorden Orchestra - £732.04 for a concert – 17th March 2018 – 14 hours.

Cllr Holmstedt declared a pecuniary interest and was not in the room for the duration of the item.

- RESOLVED:** i) that the above refund for this regular yearly March concert be approved.
ii) to be paid for out of the remaining Town Hall Hire Refund (S137) budgetary heading with the shortfall being paid for from the Entertainment, Arts and Recreation budgetary heading.
iii) subject to ratification at Town Council on 4th April 2018.

767 Pushing Up Daisies - £682.28 for talks and workshops on the theme of death and dying – Monday 14th May to Friday 18th May 2018 – 40 hours.

Cllr Grieve declared a pecuniary interest and was not in the room for the duration of the item.

- RESOLVED:** i) that the above refund be approved.
ii) to be paid for out of the Town Hall Hire Refund (S137) budgetary heading with the funding vired from the Entertainment, Arts and Recreation budgetary heading.
iii) subject to ratification at Town Council on 4th April 2018.

768 **LETTERS OF THANKS/GRANT FEEDBACK REPORT FORMS**

Letter of thanks and Grant Feedback Report forms were received from the following organisations:

Todmorden Community Brass Band, 3 Valley Vegans, Todmorden Amateur Swimming Club and Todmorden in Bloom.

RESOLVED: that the correspondence be received.

Conclusion of Correspondence

To consider matters relating to:

769 **CALDERDALE COUNCIL REQUEST FOR FUNDING CONTRIBUTION OF £5,000 TO £10,000 TOWARDS A DETAILED FEASIBILITY STUDY IN RELATION TO STEP-FREE ACCESS AT TODMORDEN TRAIN STATION**

- RESOLVED:** i) that the Town Council commit £5,000 towards the feasibility study.
ii) that up to £2,500 be committed and carried forward from 2017/18 Committee budgets underspends.
iii) that the remaining amount be committed from the 2018/19 Development Projects budgetary heading.
iv) subject to ratification at Town Council on 4th April 2018.

770 **MOTION MOVED ON NOTICE BY CLLR A H GREENWOOD:-**

“Todmorden Centenary Way – booklet (including role of Todmorden walkers)”

A discussion took place around this issue and Members were thanked for their hard work and progression of the project.

RESOLVED: i) that a written proposal with outline costs be brought to the next Committee meeting.
ii) subject to ratification at Town Council on 4th April 2018.

771 MOTION MOVED ON NOTICE BY CLLR J GRIEVE:-

“To write to the seven primary schools and possibly the high school and ask them to help Todmorden Town Council to test the air around the schools”

RESOLVED: i) that the Member write to the seven primary schools and possibly the High School asking if they would like to help to test the air around the schools.
ii) subject to ratification at Town Council on 4th April 2018.

772 CHEQUES FOR SIGNATURE

There were 13 cheques presented for signature to the value of £5,981.69.

RESOLVED: that the cheques be signed in accordance with Council procedures.

DEVELOPMENT COMMITTEE
Minutes of a meeting held Wednesday, 21st March 2018

773 PRESENT: Cllr C Potter, Town Mayor, Cllr M Hatfield, Chair
Cllrs J Batty, S Booth, J Grieve, A Hollis and P Marrington.

Apologies were submitted from Cllr L Stephenson and B Paramor.

774 Consideration was given to the motion to exclude the public and press for any agenda item(s).

RESOLVED: that the public and press be allowed to stay in the meeting for all agenda items.

775 To sign the approved minutes of 24th January 2018.

RESOLVED: that the minutes of the Development Committee meeting held on the 24th January 2018 be approved as a correct record and signed by the chair.

776 Mark Thompson, Director of Economy and Environment, Calderdale Council, attended the meeting to discuss the Rose Street site, planning enforcement and related issues.

Members raised concerns regarding their disappointment with the lack of inclusion and consultation around the Rose Street consultancy appointment and subsequent consultation

event and it was suggested that there needs to be more opportunities for as many people as possible to be involved with the consultation process.

Members raised concerns about the Lidl breach of planning conditions and the impact on properties in the area. It was explained that Lidl had not taken into account the psychological effect of flooding on the people of Todmorden.

A Member suggested that the area of land next to the Lidl car park at Stackhills Road should not be sold by Lidl and instead should be used for drainage.

Mark Thompson gave an update on flood impact and agreed that it did not feel like Lidl had acted in accordance with the planning consent. Mr Thompson went on to say that a meeting had been arranged with Lidl and the Environment Agency with a view to conducting a survey on the impact of flooding. Mr Thompson stated that planning consent would not be signed off until conditions were met.

Mark Thompson was thanked for attendance at the meeting.

- RESOLVED:** i) that the Rose Street site appointed consultants, Aspinall Verdi, and the Neighbourhood Plan consultants, Integreat Plus, be invited to a future Development Committee meeting in order to enable a more coordinated approach to the site, that falls in line with the Neighbourhood Plan.
- ii) to arrange that the final proposals be presented to the Development Committee.
- iii) subject to ratification at the Town Council on 4.04.18.

DELEGATED MATTERS

Plans and Decisions:

- 777 RESOLVED:** that Planning Application **18/00216/COU** be recommended for **APPROVAL subject to** the following conditions, Highways give consideration to parking issues and Environmental Health gives consideration to odours and opening hours as this is a residential area.
- 778 RESOLVED:** that Planning Application **17/01406/FUL** be recommended for **APPROVAL subject to** design and materials being sympathetic to the neighbouring properties and subject to the use of permeable hard surfaces.
- 779 RESOLVED:** that Planning Application **18/00267/FUL** be recommended for **APPROVAL subject to** design and materials being sympathetic to the neighbouring properties and subject to the use of permeable hard surfaces in relation to flood risk and surface run-off.
- 780 RESOLVED:** that Planning Application **18/00192/LBC** be recommended for **APPROVAL subject to** Conservation Officer approval.

Conclusion of Delegated Matters

CORRESPONDENCE

Calderdale Council:

**781 Tree Officer
TREES IN CONSERVATION AREAS EMAIL**

RESOLVED: i) that the correspondence be received.
ii) that a letter be sent to Mr Grady thanking him for the comprehensive information.
iii) subject to ratification at the Town Council on 4.04.18.

**782 Economy & Environment
ROAD CLOSURE NOTICE**

RESOLVED: i) that the correspondence be received.
ii) to write to Economy and Environment informing them that there was no date on the notice.
iii) subject to ratification at the Town Council on 4.04.18.

**783 Neighbourhood Co-ordinator
ROSE STREET CONSULTANCY TIMELINE**

RESOLVED: i) that the correspondence be received.

General

**784 Environment Agency
RISING WATER TABLE IN TODMORDEN**

Members raised concerns over the lack of Environment Agency knowledge of water levels in the Todmorden area and how flood mitigation works had been carried out without this knowledge.

RESOLVED: i) that the correspondence be received.
ii) to write to the Environment Agency explaining that Members were disappointed with the response and were surprised to learn that the nearest groundwater level monitoring borehole was in Halifax.
iii) subject to ratification at the Town Council on 4.04.18.

**785 Local Resident
DAMAGE TO HISTORIC PACKHORSE TRACK**

RESOLVED: i) that the correspondence be received.
ii) that this item be discussed under agenda item 13 Incredible Farm.

**786 Principal Planner, Burnley Council
LOCAL PLAN – CONSULTATION**

RESOLVED: i) that the correspondence be received.
ii) that the Committee Chair report back to the next Committee meeting.
iii) that the item be put on the agenda for the next Development Committee meeting.

**787 Open Spaces Society
ANNUAL SUBSCRIPTION RENEWAL INVITATION**

RESOLVED: i) that the correspondence be received.
ii) that the subscription be renewed from the 18/19 subscriptions budgetary heading.
iii) subject to ratification at the Town Council on 4.04.18.

**788 SELRAP
MEMBERSHIP RENEWAL FORM**

RESOLVED: i) that the correspondence be received.
ii) that the subscription be renewed from the 18/19 subscriptions budgetary heading.
iii) subject to ratification at the Town Council on 4.04.18.

**789 CORRESPONDENCE RECEIVED IN RESPECT OF PLANNING APPLICATIONS
PREVIOUSLY CONSIDERED**

None.

Conclusion of Correspondence

**790 TO CONSIDER THE BUDGET REVIEW AND TO AGREE ANY ADDITIONAL
ROLLED OVER MONIES**

It was reported that the remaining Committee budget totalled £621.

RESOLVED: that the budget review be received.

**791 TODMORDEN DEVELOPMENT BOARD MEETING HELD 13TH FEBRUARY
2018 - REPORT BACK**

A Member provided a brief update on the Development Board meeting held on 13.02.18. Calderdale minutes available on request. The next meeting to take place on the 3.04.18.

RESOLVED: that the report be received.

792 NEIGHBOURHOOD PLAN – UPDATE

A Member reported that the final working copy was nearing completion. Members would then be able to comment on the document.

A proposal for a Design Guide for the Town, produced by Integreat Plus and in line with the Neighbourhood Plan at a cost of £5,000 plus VAT was discussed. Members indicated that this would be useful.

RESOLVED: i) that a motion be put on the agenda for the Town Council meeting of the 4.04.18 proposing that up to £5,000 be committed for the development of the Design Guide.
ii) that the funding be provided from the remaining uncommitted Development Committee 2017/18 budget headings (approximately £521) with the remainder being funded from the Council General Reserve.

ii) that the consultants be asked to send Members a copy of the Cottingham Design Guide in order to give examples of similar work undertaken.

793 UPDATE FROM NETWORK RAIL MEETING AND FEASIBILITY STUDY FOR TODMORDEN TRAIN STATION IN RELATION TO STEP FREE ACCESS

A Member provided a brief update on progress.

RESOLVED: i) that a further progress meeting be arranged.
ii) subject to ratification at the Town Council on 4.04.18.

794 INCREDIBLE FARM - REPORT BACK FROM SITE VISIT AND CONSIDERATION OF FURTHER ACTION

Two Members reported back on a site visit to the bridle path next to the Incredible Farm site. The Members raised a number of concerns over Health and Safety issues.

RESOLVED: i) that the summit/public meeting is progressed.
ii) that key Members provide a list of key participants to be invited.
iii) that key Members provide a list of possible dates for the meeting.
iv) that the Member be thanked for her work in relation to the issue.
v) subject to ratification at the Town Council on 4.04.18.

795 GADDINGS DAM - UPDATE AND TO CONSIDER DRAFT TEXT FOR PUBLICITY INFORMATION

RESOLVED: i) that the Member redraft the text.
ii) that the text be brought to the Town Council for sign off.
iii) that once approved the text is circulated to Calderdale, Todmorden Information Centre and the Todmorden News.
iv) that a follow up meeting is arranged.
v) that key Members provide a list of key participants to be invited.
vi) that key Members provide a list of possible dates for the meeting.
vii) subject to ratification at the Town Council on 4.04.18.

796 TO CONSIDER PERSONAL TESTIMONIES IN RELATION TO THE LIDL SITE

A discussion took place around the very moving and personal statements from local residents who had suffered in the recent floods. Members felt that it was important that these views were expressed to Lidl Headquarters.

RESOLVED: i) that a brief covering letter be sent to Lidl Germany and Lidl UK to include attached collated personal experiences of the local residents.
ii) subject to ratification at the Town Council on 4.04.18.

797 FOOTPATHS AND OBSTRUCTIONS

RESOLVED: i) that the road works at Duke Street and at Victoria Road are reported to Highways.
ii) that the letters be sent under delegated powers due to the urgency of the matters.

798

CHEQUES FOR SIGNATURE

There were 6 cheques presented for signature to the value of £1,240.81

RESOLVED: that the cheques be signed in accordance with Council procedures.
