

TODMORDEN TOWN COUNCIL

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18th March 2020

YOU ARE HEREBY SUMMONED to attend an extraordinary meeting of the **Town Council** which will be held in the Council Chamber, Todmorden Town Hall, Bridge Street, Todmorden on **Wednesday 25th March at 7.30pm**

C R Hill

Colin Hill
Town Clerk

COUNCIL MEMBERS

K White (Mayor)	R Coleman-Taylor (Deputy Mayor)	The Revd. G Kent
D Skelton	S Martin	A Greenwood
P Ripley	A Hollis	T Roberts
L Needham	J Williams	C Potter
L Levick	P Taylor	M Holmstedt
M Carrigan	M Taylor	M Doyle

Full Council 17 Members and Town Mayor

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 Town Council Committee meeting held on 11th March 2020 (previously circulated)

To note that other Committee minutes usually brought to Full Council, will be brought to a future meeting.

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. Financial Update

To receive an updated summary of the Council's financial position and detail by budget heading.

7. Financial – year end carry overs

To receive a report recommending year end carry overs

8. Financial Regulations, Standing Orders, Terms of Reference and Scheme of Delegations.

To receive a report recommending adoption of updated Financial Regulations, Standing Orders, Terms of Reference and scheme of delegation reflecting changes in Committee Structures.

9. Internal controls

To receive a report recommending the adoption of an Internal Controls document as part of continuing good governance arrangements

10. Financial Risk Register

To receive a report recommending adoption of a Financial Risk Register

11. Handmade Parade

To receive a report outlining the issues for Council to consider in respect of an approach to be the lead party to an Arts Council Grant application.

12. Appointment of Mayor and Deputy Mayor

To appoint the Mayor Elect and Deputy Mayor elect effective from 16th May 2020.

13. Committees and Elections of Chairs and Vice Chairs

To receive a report to appoint Members to Committees and Chairs and Vice Chairs of such Committees effective from 16th May 2020

14. Appointment to Outside Bodies and as Trustees

To receive a report to appoint Members to Outside Bodies and as Trustees effective from 16th May 2020

15. Mayor making arrangements.

To consider the need to postpone the May 16th arrangements until a later date to be agreed

16. Citizenship Awards

To consider the need to postpone Citizenship Awards

17. Emergency Arrangements – Covid 19

To receive a report recommending emergency measures for continuation of Council business.

18. Grant Payments

To consider the need to seek claw back of grants awarded and paid out, where events have had to be cancelled and expenses have already been incurred by the Grant Applicant.

19. Correspondence

To receive and consider any items of correspondence for consideration

20. Any items for discussion for a future agenda

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

21. Date of the next committee meeting

To note the date of the next Meeting of the Emergency Committee be scheduled for 8th April 2020.