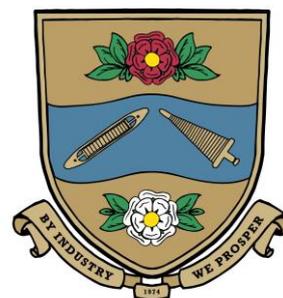


Town Clerk's Office,  
 Todmorden Community College,  
 Burnley Road, Todmorden OL14 7BX  
 01706 548135

townclerk@todmorden-tc.gov.uk  
 www.todmorden-tc.gov.uk



24 March 2021

**YOU ARE HEREBY SUMMONED to attend a meeting of the Development Committee which will be held via virtual link owing to the Covid19 restrictions on public meetings on Wednesday 31<sup>st</sup> March 2021 at 7.30pm**

**In view of Covid-19 restrictions on public gatherings public are invited to this meeting through use of zoom remote meeting technology.**

**To facilitate this, any member of the public wishing to attend and or ask a question on an Agenda item, receive copies of reports from the Agenda or wish to raise any other matter, should contact the Assistant Town Clerk by email to [assistanttownclerk@todmorden-tc.gov.uk](mailto:assistanttownclerk@todmorden-tc.gov.uk) to make the necessary arrangement to be admitted into the meeting.**

**All Agenda, minutes and meeting papers will be found on [www.todmorden-tc.gov.uk](http://www.todmorden-tc.gov.uk) which should be checked for any updated Agenda related items.**

**All email enquiries should be received by the Assistant Town Clerk no later than Monday 29 March 2021**

*C R Hill*  
 Colin Hill  
 Town Clerk

Meeting Joining Instructions

Join Zoom Meeting

<https://zoom.us/j/99151066387?pwd=Z2dmYWQ4ekIncTI4R2NscVhucURSQT09>

**Meeting ID: 991 5106 6387**  
**Passcode: 999958**

#### COMMITTEE MEMBERSHIP

C Potter (Chair)	A Greenwood	A Hollis
The Revd G Kent	R Coleman-Taylor (Mayor)	L Levick
P Taylor	K White	L Needham
J Williams	M Doyle	P Ripley (sub for J Williams)
M Carrigan (sub for S Martin)		

**12 Committee members plus the Town Mayor (ex-officio)**

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# **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 Development Committee meetings held on 3 March 2021 (previously circulated).

## **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. Elect a New Vice Chair for Development Committee (for now to May 2021) – For Decision**

To elect a new vice chair for the period until the next committee membership decided at the Annual Meeting of the Council.

## **7. Update from Town Clerk on the Neighbourhood Plan – For Information**

To receive an update on the Neighbourhood Plan.

## **8. Comments on Planning Applications – For Decision**

To submit comments on the planning applications received from Calderdale Council.

<b>Item no</b>	<b>Application Number</b>	<b>Address</b>	<b>Purpose</b>
<b>8a</b>	21/00004/HSE	Folley Royd Oldroyd Road Todmorden Calderdale OL14 6BE	Single storey extension to form sun lounge and infill of existing under-croft area to form workshop and toilet.

<b>8b</b>	20/01441/HSE	Higher Horsewood Horsewood Todmorden Calderdale OL14 6HT	Conversion of existing barn to living space for ancillary use to the main dwelling
<b>8c</b>	20/01441/HSE	29 Market Street Todmorden Calderdale OL14 7NR	New flat roof above existing single storey side extension creating balcony with new door opening
<b>8d</b>	21/00181/HSE	Willow Bank House West Willow Bank Todmorden Calderdale OL14 8BY	Dormer to South elevation
<b>8e</b>	21/00209/HSE	11 Manor Close Mankinholes Todmorden Calderdale OL14 6HE	first floor extensions to each side elevation

**9. Outstanding Issues Register – For Information**

To receive the Outstanding Issues Register

**10. Correspondence Received – For Decision**

To receive correspondence and decide action

10a Email about Bridestones (moorland)

**11. Flooding Related Issues – For Information**

To provide verbal/written update on flooding issues in Todmorden

- a. Planning Application for Derdale St
- b. Letter from Robin Tuddenham

**12. Setting up a Task and Finish Working Group on Flooding – For Decision**

To review and agree proposed Terms of Reference and determine membership of the sub-group

**13. Review Development Committee Terms of Reference – For Decision**

To review the Terms of Reference and agree any changes

**14. Draft Moorlands Policy – For Information**

To receive the latest draft of the Moorlands Policy

**15. Update on Provision of Cycle Storage for Centre of Todmorden – For Information**

To provide verbal update.

**16. Cross Stone Rd – Dangerous to Pedestrians - For Information**

To provide verbal update.

**17. Any Items for Discussion for a Future Agenda – For Information**

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

**18. Date of the Next Committee Meeting – For Information**

To note the date of the next remote committee meeting scheduled for Wednesday 28 April, 2021 at 7.30pm.

## Todmorden Town Council

### Remote Meeting by Zoom Protocols

- Please mute yourself when not speaking - this helps keep background noise to a minimum which will improve everyone's ability to hear the discussions.
- If everyone is able to join by video, then they could raise their hands when they wish to speak. The Clerk will assist the Chairman in identifying who may wish to speak. Participants may wish to use the "Reactions" button on your screen to use the thumbs up image to act as a raising of the hand.



- The chairman may ask everyone to state their name before they start speaking so that it is always clear who is speaking. It is helpful to have your correct name when logging in and group from if appropriate if at all possible.
- The Clerk for the meeting will try to keep an eye on who is present. If anyone drops out because of poor connection, the Clerk will make the Chairman aware and make a note of that person's absence.
- If anyone does lose the connection, please attempt to re-enter the meeting and the Clerk will try to admit at a suitable time in the proceedings.

### Rules and Expectations of the Public During the Formal Council Meeting

The Chair will state that 'In the formal Council meeting there is no right for members of the public to speak without invitation of the Council (not just the Chair)'.

The Chair will come to them if and when there is an appropriate point in the proceedings.

The Chair will seek a resolution from council to permit you to speak, please be patient while this necessary procedure is undertaken.

The Chair will state 'You will only be permitted to speak during the formal meeting if you have information for the council which may impact on its decision making in a specific issue.'

Complaints will not be accepted in the meeting; any complaints are to be referred to the clerk by way of the council's complaints procedure'.

Members of the public are welcome to stay for all of the proceeding except when there is need to exclude them for a "Private Item". At which stage the Clerk will remove members of the public and press from the meeting.

If a member of the public is disruptive in a meeting or does not adhere to these rules, the Chair will remind them of the meeting rules. If necessary, that member of the public will be removed from the virtual meeting.