

# TODMORDEN TOWN COUNCIL

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27<sup>th</sup> June 2019

**YOU ARE HEREBY SUMMONED** to attend a meeting of the **Town Council** which will be held in the Council Chamber, Todmorden Town Hall, Bridge Street, Todmorden on **Thursday 04<sup>th</sup> July 2019 at 7.30pm**

*Safia Kauser*

**Safia Kauser**  
**Locum Town Clerk**

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## COUNCIL MEMBERS

K White (Mayor)  
D Skelton  
P Ripley  
L Needham  
L Levick  
M Carrigan

R Coleman-Taylor (Deputy Mayor)  
S Martin  
A Hollis  
J Williams  
P Taylor  
M Taylor

G Kent  
A Greenwood  
T Roberts  
C Potter  
M Holmstedt  
Vacant Position

Full Council 17 Members and Town Mayor

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## Recording of Council Meetings

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted

## Public Participation

- Notice is hereby given that members of the public may make representations, answer questions and give evidence at a meeting in respect of the business on the agenda, with agreement of the Council or committee (ideally notified in advance to the clerk).
  - Any member of the public shall not speak for more than five minutes, unless the time period is extended by resolution of the Council or committee.
  - A question asked by a member of the public shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.
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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. No resolutions can be under public participation

## **4. Minutes**

To approve the draft minutes of the Extraordinary Town Council meeting held on the 20 June 2019.

## **5. Employment Law and Health and Safety Support Services**

To consider a contract for Employment Law (HR) with a Safe Check review of the Health & Safety compliance at a cost of £97.00 + VAT per month.

## **6. 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.

## **7. Committee Minutes**

To confirm the receipt of committee minutes previously circulated:

- Amenities 18 May 2019
- Development 18 May 2019
- General Purposes 18 May 2019
- Staffing 18 May 2019
- Development 22 May 2019
- General Purposes 30 May 2019
- Amenities 06 June 2019
- Development 12 June 2019
- Extraordinary Staffing 13 June 2019

Note: All council minutes are available on the Town Council website. Members are required to confirm the receipt of committee minutes. Any amendments to the draft committee minutes can only be made at the next relevant committee meeting where the meeting will be required to confirm the accuracy of the minutes and approve as a true record of proceedings. Any recommendations from committee minutes will be considered at agenda item number 7.

## 8. Committee Recommendation Brought Forward

To consider the committee recommendations brought forward from the Amenities committee meeting held on the 06 June 2019:

- 8.1 Calderdale Friends of Dorothy  
Proposed by Councillor Williams and Seconded by Councillor Hollis, and  
**RECOMMENDED:** That the sum of £1,500 be awarded to Calderdale Friends of Dorothy in accordance with the grant criteria terms and conditions
- 8.2 Cockcroft House  
Proposed by Councillor Hollis and Seconded by Councillor M Taylor, and  
**RECOMMENDED:** That the £90.00 admin fee be awarded to Cockcroft House in accordance with the grant criteria terms and conditions.
- 8.3 Heptonstall Exhibitions Charity  
Proposed by Councillor Carrigan and Seconded by Councillor Holmsteadt, and  
**RECOMMENDED:** That a £1,000 be awarded to Heptonstall Exhibitions Charity in accordance with the grant criteria terms and conditions.
- 8.4 In the Park Productions  
Proposed by Councillor Carrigan and Seconded by Councillor Holmsteadt, and  
**RECOMMENDED:** That the sum of £3,000 be awarded to In the Park Productions in accordance with the grant criteria terms and conditions and that the group be requested to find the remaining funds of £208.
- 8.5 Richard Naylor Charity  
Proposed by Councillor M Taylor and Seconded by Councillor Hollis, and  
**RECOMMENDED:** That the sum of £1,000 be awarded to the Richard Naylor Charity in accordance with the grant criteria terms and conditions.
- 8.6 Todmorden Book Festival  
Proposed by Councillor Carrigan and Seconded by Councillor Hollis, and  
**RECOMMENDED:** That the sum of £3,000 be awarded to Todmorden Book Festival in accordance with the grant criteria terms and conditions.
- 8.7 Proposed by Councillor Holmsteadt and Seconded by Councillor Hollis, and  
**RECOMMENDED:** That the sum of £732.04 be awarded to Todmorden Orchestra group in accordance with the Town Hall Hire refund scheme.
- 8.8 Proposed by Councillor Carrigan and Seconded by Councillor Hollis, and  
**RECOMMENDED:** That the sum of £670.33 be awarded to Todmorden Choral Society in accordance with the Town Hall Hire refund scheme.
- 8.9 Proposed by Councillor Holmsteadt and Seconded by Councillor White, and  
**RECOMMENDED:** That Cornholme and Portsmouth library allocate the unspent of £775.19 towards food for the food bank and that they provide a report in six months' time confirming the expenditure to the Council.

## 9. Notice of Motions

To consider motions submitted in accordance with Standing Order 9

- 9.1 Motion moved by Cllr White 'That Todmorden Town Council is to form a Climate Change Committee and appoint six councillors, the chair being elected at the first meeting, in conjunction with its Terms of Reference, membership criteria, structure and scope. The committee will report back at the Town Council meeting commencing November 06<sup>th</sup> 2019'.

9.2 Motion moved by Cllr White 'That Todmorden Town Council is to invite Todmorden High School to select a male and female pupil from the start of the new school year to act alongside the mayor and mayoress in representing Todmorden at selected engagements'.

9.3 Motion moved by Cllr White 'Todmorden Town council is to reaffirm its commitment to support the development and installation of step free access and to provide £25,000 in funding towards the costs of carrying out the required works'.

#### **10. Casual Vacancy – Walsden Ward**

To consider rescheduling the date for the next Amenities committee meeting on 25 July 2019 in view of the by-election that will be held for the Walsden Ward on the same date.

#### **11. Member Induction Training**

To receive an update on the member induction training

#### **12. Reports from Town Councillors**

To receive reports from town councillors who have attended recent meetings or events on behalf of the Town Council including representation on external bodies:

- Age Concern Todmorden
- Mid-Pennine Arts Association
- Yorkshire Local Councils Association
- Todmorden Town Twinning Association Management Committee
- Todmorden Pride Partnership Board
- Todmorden Development Board
- Town and Parish Council Liaison Group
- Incredible Edible Todmorden Steering Group or Board
- Todmorden Flood Group
- Upper Valley Flood Resilience Community Sub Group and to the Calderdale MBC Flood Resilience Community Board
- Todmorden Accident Prevention Council.
- Friends of Centre Vale Park.
- Crook Hill Community Benefit Fund
- Reaps Moss Community Benefit Fund
- Todmorden Information Centre Trust.
- Todmorden Emergency Support (War Memorial Trust & Abraham Ormerod Trust)
- Heptonstall Exhibition and Richard Naylor Charities
- Fielden Centre Association
- Todmorden Carnival Group
- John Eastwood Homes
- Trustees to Cloughfoot School Trust.

Note: Members who are appointed as representatives/trustees on any external bodies are required to liaise directly with the body involved and disclose their contact details to receive any communications including and minutes.

#### **13. Cheques**

13.2 To receive the schedule of cheque payments that require signing in accordance with the Financial Regulations.

13.2 To receive the full schedule of payments for the period of April, May and June 2019 for payments previously approved and authorized.

**14. Any items for discussion for a future agenda**

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

**15. Date of the next Town Council meeting**

The date of the next meeting of the Council is due to be held on Wednesday 14<sup>th</sup> August 2019 at 7:30pm in the Council Chambers, Todmorden Town Hall, Todmorden.