

TODMORDEN TOWN COUNCIL



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

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

**MINUTES OF A MEETING OF TODMORDEN TOWN COUNCIL
Held at Todmorden Town Hall
Wednesday 14th July 2021 at 7:30pm**

- Councillors present:** - P Taylor (Mayor), D Skelton, C Potter, L Levick, S Martin, P Ripley, A Hollis, J Williams, R Coleman - Taylor, M Holmstedt, M Taylor, The Revd. G Kent, L Thorpe, M Carrigan (arrived at 8 pm), L Needham, A H Greenwood.
- Councillors absent:** - Cllrs K White, M Doyle, A H Greenwood (M Carrigan until 8pm)
- Officers:** Colin Hill – Town Clerk (Minute Taker)
- Members of the Public:** None present

2021(TC)031	<p><u>ITEM 1 Apologies for Absence</u> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting noting substitutions at late notice will be allowed.</p> <p><i>Apologies were received from Cllrs K White on medical grounds, A H Greenwood on vacation and M Doyle unavoidable work commitment.</i></p> <p><i>(M Carrigan to arrive late owing to school governors meeting)</i></p> <p>Proposed by Cllr M Taylor and <i>Seconded</i> by Cllr J Williams Unanimous</p> <p>RESOLVED: <i>That apologies and the reason for absence be accepted from Cllrs K White on medical grounds, A H Greenwood on vacation and M Doyle work commitment and that wishes for a speedy recovery to Cllr K White be sent.</i></p>
2021(TC)032	<p><u>ITEM 2. Declarations of Interest</u> 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 received.</i></p>
2021(TC)033	<p><u>ITEM 3. Public Participation</u> 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.</p> <p><i>Whilst no public were present the Mayor read out content of an email from Walsden Cricket Club in support of Item 11 as follows:- Unfortunately Jon Green, our club chairman, is also away from Tuesday next week so neither of us will be able to attend on Wednesday evening.</i></p>

	<p>Your report does mention the fact that a new extended term lease will be very beneficial in applying for grant funding going forward - indeed the recently awarded grant for the new practice nets was on the back of a letter of support issued on behalf of the council.</p> <p>It would be appreciated if you could reiterate to the council the fact that the club very much appreciates the support that the council offers (including the recent £3k grant towards our disabled toilets project) and this helps us to continue to be a true community club providing a wide variety of facilities and services not just to members but to the whole village and surrounding areas.</p> <p>The club boasts 3 senior teams, however, more importantly 8 junior teams, with the ground being available to the local school.</p> <p>I can confirm that the club would be more than happy to accept the alterations to the lease regarding the annual rent and the 5 year review mechanism.”</p> <p>Cllr The Rev G Kent would welcome an update from the club regarding their youth engagement.</p>						
2021(TC)034	<p><u>ITEM 4. Minutes</u> To approve the minutes of the Town Council meetings held on the 16th June 2021</p> <p>Subject to minor amendment re two spelling errors (subsequently amended and web site item updated).</p> <p>Proposed by Cllr D Skelton Seconded by Cllr M Holmstedt Unanimous</p> <p>RESOLVED: That the minutes of the Town Council meetings held on the 16th of June 2021 be accepted as a true record and signed by the Chairman as such.</p>						
2021(TC)035	<p><u>ITEM 5. Exclusion of Press and Public – Public Bodies (Admission to Meetings Act) 1960</u> 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>Proposed by Cllr M Taylor and Seconded by Cllr S Martin Unanimous</p> <p>RESOLVED: That any Members of the public and or press attending during the meeting be welcomed to stay for all items on the agenda save for Agenda item 14 which is confidential on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.</p>						
2021(TC)036	<p><u>ITEM 6 Committee Minutes - information</u> To confirm the receipt of approved/draft committee minutes previously circulated and to receive them En-Bloc</p> <table data-bbox="367 1792 1244 1881" style="width: 100%; border: none;"> <tr> <td style="width: 10%; text-align: center;">6a</td> <td style="width: 60%;">Development Committee</td> <td style="width: 30%; text-align: right;">26th May 2021</td> </tr> <tr> <td style="text-align: center;">6b</td> <td>Resources Committee</td> <td style="text-align: right;">9th June 2021</td> </tr> </table> <p>Proposed by Cllr C Potter and Seconded by Cllr J Williams Unanimous Proposed by Cllr D Skelton and Seconded by Cllr J Williams Unanimous</p> <p>RESOLVED: That minutes of the Development Committee meeting of 26th May 2021 and Resources Committee meeting of the 9th June 2021 be received.</p>	6a	Development Committee	26 th May 2021	6b	Resources Committee	9 th June 2021
6a	Development Committee	26 th May 2021					
6b	Resources Committee	9 th June 2021					

2021(TC)037	<p>ITEM 7. Financial Position – For Information To receive a financial statement as of 6th July 2021.</p> <p><i>Cllr M Taylor advised council that he will be undertaking a cash reconciliation with the clerk shortly.</i></p> <p><i>Proposed by Cllr M Taylor and Seconded by Cllr R Coleman - Taylor Unanimous</i></p> <p>RESOLVED: <i>That the financial summary as of 6th July 2021 be received</i></p>
2021(TC)038	<p>ITEM 8. Schedule of payments – Decision Required To receive a schedule of 31 payments made between 2nd June 2021 and 30th June 2021 totalling £96,638.55</p> <p><i>Proposed by Cllr D Skelton and seconded by Cllr J Williams Unanimous</i></p> <p>RESOLVED: <i>That the schedule of 31 payments made between 2nd June 2021 and 30th June 2021 totalling £96,638.55 be accepted and duly signed by the Chairman and one other Member</i></p>
2021(TC)039	<p>ITEM 9. Wheelspark Update – Decision Required To receive an update report and delegated powers for final payments to be made.</p> <p><i>Members thanked the Clerk and Staff for their continuing efforts on this project</i></p> <p><i>Proposed by Cllr D Skelton and Seconded by Cllr J Williams Unanimous</i></p> <p>RESOLVED: <i>That Members note the continuing progress.</i></p> <p><i>That following validation by Groundwork, all remaining payments be delegated to the Town Clerk /RFO to make in consultation with the Chair of Resources subject to being within the budget already approved and that the report be received.</i></p>
2021(TC)040	<p>ITEM 10 - Mayor Making – for information To receive an update – report to follow</p> <p><i>Members received an update paper and subject to all Covid restrictions removed and full availability of the town hall to hold the Mayor Making ceremony on Saturday 16th October 2021.</i></p> <p><i>Members thanked staff for the efforts to bring this together.</i></p> <p><i>Proposed by Cllr R Coleman - Taylor and Seconded by Cllr M Carrigan Unanimous</i></p> <p>RESOLVED: <i>That the update be noted, and arrangements be taken forward as outlined in the paper submitted.</i></p>
2021(TC)041	<p>ITEM 11 Walsden Cricket Ground - Decision Required To receive valuation recommendations and a report seeking to grant a new 25 year lease</p> <p><i>Members expressed their support and agreed to enter into a new 25 year lease on the terms outlined in the report.</i></p>

	<p><i>Proposed by Cllr L Levick and Seconded by Cllr M Carrigan</i> <i>Unanimous</i></p> <p>RESOLVED: <i>That the Town Council offer a 25-year lease on the same terms to the Cricket Club at an annual rental of £200m per annum with 5% uplift every five years, such lease to be effective from 1st April 2020.</i></p> <p><i>That subject to acceptance of these terms by the Cricket Club and no justifiable adverse response received to any advert advising of such terms to be offered, approval be sought from the Charities Commission.</i></p> <p><i>That subject to agreement by the Charities Commission, a 25-year lease be entered into and delegated powers be given to The Mayor and Chair of Resources to sign such lease on behalf of the Council.</i></p>
2021(TC)042	<p>ITEM 12 Defibrillator – Decision Required</p> <p>To advise Members of an opportunity to install a defibrillator at Hollins Mill</p> <p><i>The Town Clerk advised Members that in discussions with the owner of Hollins Mill he was agreeable to a defibrillator be placed at Hollins Mill and to use their power supply. This may require Listed Building consent.</i></p> <p><i>Proposed by Cllr L Thorpe and Seconded by Cllr P Ripley</i> <i>Unanimous</i></p> <p>RESOLVED: <i>That a defibrillator be located at Hollins Mill at the expense of the Town Council and that the Town Clerk be authorised to draw on the Earmarked Reserve as required and that this be publicised in partnership and that encouragement be given to local businesses to introduce these wherever possible.</i></p>
2021(TC)043	<p>ITEM 13. Correspondence received – For Information</p> <p>To receive and consider any items of correspondence</p> <p>a) Railway Station Access- email</p> <p><i>Member noted the email advising of the latest position</i></p> <p>b) Queens Platinum Jubilee Beacons</p> <p><i>Members agreed for the Clerk to liaise with Calderdale MBC as to what were their arrangements and to consider how to involve the Town Council to encourage some community event to coincide with these celebrations.</i></p> <p><i>Members would like such an event to celebrate british history, our the multi-cultural society and to support communities of all race and religion.</i></p> <p>c) Land Registry Report re Land Registration</p> <p><i>The town Clerk advised that at some future date it would be worthwhile exercise to consider registering with land registry any land interests we may have that are not currently registered.</i></p> <p><i>Some investigation required to ascertain ownership of the War Memorial in Centre Vale Park given Todmorden apparently paid for it.</i></p> <p>d) NALC - Briefing analysis of council tax levels of local precepting authorities 2021-22</p>

	<p><i>Members received the briefing analysis</i></p> <p><i>Proposed by Cllr M Carrigan and Seconded by Cllr The Revd G Kent Unanimous</i></p> <p>RESOLVED: <i>That this correspondence be received</i></p>
	<p>PRIVATE ITEM Confidential on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.</p>
2021(TC)044	<p>ITEM 14 Future Staffing proposals – Decision required To receive a report seeking agreement to a revised staffing establishment.</p> <p><i>The report advised that notice had been given by the Town Clerk to retire effective from May 2022, or earlier with mutual agreement, and outlined the proposal in connection with succession planning for the Town Clerk/RFO role through the creation of a Deputy Clerk (TC/RFO Designate Role) 37 hours per week to replace the Current Town Clerk (30 hours per week) subject to good performance during a 6 month probationary period and attainment of the CiLCA qualification.</i></p> <p><i>The Town Clerk outlined the rationale behind seeking a 20-hour Climate Officer post</i></p> <p><i>Cllr S Martin thanked the clerk for these proposals.</i></p> <p><i>Cllr D Skelton in accepting the resignation of the clerk with regret on behalf of Members thanked the Clerk for all the work and help in moving the Town Council forward</i></p> <p><i>Proposed by Cllr S Martin and Seconded by Cllr J Williams Unanimous</i></p> <p>RESOLVED <i>That Full Council approve the proposed increase in staffing establishment on the fixed term basis outlined in the report.</i> <i>That the Staffing Committee meet to take forward the recruitment process within an overall budget increase of £20,156 for 2021/22 salary costs.</i> <i>That recruitment costs of up to £3,500 be approved.</i> <i>That the budget for 2022/23 reflects these new proposals.</i></p>
2021(TC)044	<p>ITEM 15 Date of the next Town Council meeting To note the date of the next Meeting of the Town Council will be 22nd September 2021 commencing at 7.30 p.m.to be held at the Town Hall</p> <p><i>The meeting closed at 8.30 p.m.</i></p>