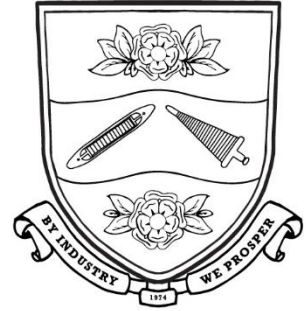


# TODMORDEN TOWN COUNCIL

Town Clerk's Office,  
Todmorden Community College,  
Burnley Road, Todmorden OL14 7BX  
07923 257878

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



## MINUTES OF THE DEVELOPMENT COMMITTEE MEETING Held remotely on Wednesday 31st March 2021 at 7:30 pm

---

<b>Councillors Present:</b>	Cllrs C Potter (Chair), R Coleman-Taylor (Mayor), A Hollis, L Levick, P Taylor, The Revd G Kent (joined at 7.43pm and left 8.40pm), L Needham, T Greenwood (left at 8.30pm) , M Doyle, M Carrigan (substituting for J Williams) and P Ripley (substituting for S Martin)
<b>Absent Councillors:</b>	Cllrs K White, S Martin, J Williams,
<b>Observing Councillors:</b>	Denis Skelton (left at 8.40pm)
<b>Officers:</b>	Mrs S Miles – Assistant Town Clerk (Minute taker), Colin Hill – Town Clerk (Neighbourhood Plan)
<b>Presenter:</b>	
<b>Members of the Public:</b>	Ms N Stocks, Mr B Menear and Ms P Mace

---

2021(D)037	<p><b><u>Item 1. Apologies for Absence</u></b></p> <p>To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.</p> <p>Apologies received from Cllrs K White, S Martin and J Williams.</p> <p><b><i>Proposed by Cllr R Coleman-Taylor Seconded by Cllr A Hollis Unanimous</i></b></p> <p><b><i>RESOLVED: That the apologies be accepted from Cllrs K White, S Martin and J Williams due to ill health.</i></b></p>
2021(D)038	<p><b><u>Item 2. Declarations of Interest</u></b></p> <p>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>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.</p>

Signed Chair: .....

Dated: 28.04.2021.....

	None declared.
2021(D)039	<p><b><u>Item 3. Public Participation</u></b></p> <p>To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.</p> <p>Note: No resolutions can be under public participation</p> <p>The chair invited Ms P Mace to speak about her concerns about potential flooding regarding the Sandholme Mill site relating to the increase in the ground level. The chair said that the Development Committee had reported this issue to CMBC. The Assistant Clerk said that she would chase CMBC for a response about the raised ground level and the potential issue of land contamination. Ms P Mace said that she would let the Assistant Clerk have correspondence she had received from the Environment Agency about this.</p>
2021(D)040	<p><b><u>Item 4. Minutes</u></b></p> <p>To approve the draft minutes of the Development Committee meeting held 3 March 2021, (previously circulated)</p> <p><b><i>Proposed by Cllr A Hollis and Seconded by Cllr M Carrigan Unanimous</i></b></p> <p><b>RESOLVED:-</b></p> <p><b><i>That the draft minutes of the Development committee meeting held on the 3 March 2021 be approved as a true record of proceedings and signed by the Chair.</i></b></p>
2021(D)041	<p><b><u>Item 5. Exclusion of Press and Public – Public Bodies (Admission to Meetings Act 1960)</u></b></p> <p>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><b><i>Proposed by Cllr P Taylor and Seconded by Cllr M Doyle Unanimous</i></b></p> <p><b>RESOLVED:-</b></p> <p><b><i>That the agenda items for the meeting do not require the exclusion of the press and public and that they be allowed to remain for the duration of the meeting.</i></b></p>
2021(D)042	<p><b><u>Item 6. Elect a new Vice Chair for Development Committee (for now to May 2021)</u></b></p> <p>To elect a new vice chair for the period until the next committee membership decided at the Annual Meeting of the Council.</p> <p><b><i>Proposed by Cllr C Potter and Seconded by Cllr A Hollis Unanimous</i></b></p> <p><b>RESOLVED:-</b></p> <p><b><i>That Cllr M Carrigan will be the vice chair of the Development Committee until May 2021.</i></b></p>

Signed Chair: .....

Dated: 28.04.2021.....

2021(D)043

**Item 7. Update From the Town Clerk on the Neighbourhood Plan**

To receive an update from the Town Clerk about the Neighbourhood Plan

The Town Clerk said that work was ongoing. Although this has taken a considerable amount of time, this is not unusual with the complexity involved with neighbourhood planning. He reported that CMBC would be likely to be finalising the Calderdale Local Development Plan in early 2022 and that the Neighbourhood Plan would be completed after that. The work to be done includes developing the design guide, producing statements on heritage buildings and green spaces and updating the references to the new Calderdale Development Plan in the document. Consideration also needs to be given about any further direct public consultation. He said that the Neighbourhood Plan sub-committee would need to meet 4-5 times in April/May.

The Town Clerk confirmed that the Neighbourhood Plan must not contravene anything in the Local Development Plan. However, additional information in the Neighbourhood Plan would provide further information for consideration, for example, with planning applications.

2021(D)044

**Item 8. Comments on Planning Applications**

To submit comments on the planning applications received from Calderdale Council. Comments as detailed below were Agreed by Members En Bloc

***Proposed by Cllr C Potter and Seconded by Cllr P Taylor Unanimous***

***RESOLVED:- That the consultees responses as detailed below be submitted to Calderdale Council En Bloc***

<b>Item no</b>	<b>Application Number</b>	<b>Address</b>	<b>Purpose</b>	<b>Consultation Feedback</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.	Supported subject to the findings of a bat survey, an ecological survey and that any additional external ground surfaces are permeable
<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	Supported subject to the findings of a bat survey, an ecological survey and that the barn remains part of the main dwelling and is not separated.
<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	Supported

	<b>8d</b>	21/00181/HSE	Willow Bank House West Willow Bank Todmorden Calderdale OL14 8BY	Dormer to South elevation	Supported
	<b>8e</b>	21/00209/HSE	11 Manor Close Mankinholes Todmorden Calderdale OL14 6HE	first floor extensions to each side elevation	Supported
	<b>8f</b>	21/20040/TPO	Lee Dam Lee Lane Todmorden Calderdale	Felling of trees ( Tree Preservation Order)	Supported. It is recommended that replacement (native) trees be planted elsewhere on the site
	<b>8g</b>	21/20021/TPO	Higher Wickenberry 3 - 4 Wickenberry Todmorden Calderdale OL14 8DE	Fell eight trees (Tree Preservation Order)	Supported subject to a survey by the Borough Arboreal Trust and an ecological survey
	<b>8h</b>	21/00119/FUL	1 Chapel Top Walsden Todmorden Calderdale OL14 6PL	Change of use of garage and games room to form dwelling	Supported but there are concerns about the ingress/egress for the site on to a steep, winding, narrow and busy road. Recommend report be sought from Highways, a bat survey and an ecological survey

2021(D)045

**Item 9. Outstanding Issues Register**

To receive the Outstanding Issues Register

The Assistant Town Clerk reported that some long outstanding repairs to drains on Kilnhurst Rd had been done. It was raised that six blocked drains at the entrance of the new Aldi supermarket had been reported by the Lead Flood Warden to CMBC. The Assistant Town Clerk said that she would chase it up also and that she would write to Highways to ask if they do quality checks where roads are being laid/repared to ensure that they are not blocked with asphalt.

***Proposed by Cllr C Potter and Seconded by Cllr A Hollis Unanimous***

***RESOLVED:- To receive the register***

Signed Chair: .....

Dated: 28.04.2021.....

2021(D)046	<p><b><u>Item 10. Correspondence Received</u></b> To receive correspondence</p> <p>10a Email about Bridestones (moorland)</p> <p>The Assistant Town Clerk reported that the issue had been raised with CMBC Countryside, Enforcement and Rights of Way teams. Also, Blackshaw Head Parish Council had discussed this at a recent meeting and had set up two working groups (Carrot and Stick) to deal with this. Cllr P Taylor is a member of both groups.</p>
2021(D)047	<p><b><u>Item 11. Flooding Related Issues</u></b> To provide verbal update on flooding issues in Todmorden</p> <p>a. Planning Application for Derdale St</p> <p>This issue is ongoing.</p> <p>b. Letter from Robin Tuddenham</p> <p>It was noted that the response was positive although progress is slow.</p>
2021(D)048	<p><b><u>Item 12. Setting up a Task and Finish Working Group on Flooding</u></b> To review and agree proposed Terms of Reference and determine membership of the sub-group</p> <p><b><i>Proposed by Cllr M Carrigan and Seconded by Cllr P Taylor Unanimous</i></b></p> <p><b><i>RESOLVED:- That this should be referred to the Town Council for a decision.</i></b></p> <p>It was then suggested that it should be discussed at the meeting in June 2021.</p> <p><b><i>Proposed by Cllr C Potter and seconded by Cllr M Carrigan Unanimous</i></b></p> <p><b><i>RESOLVED:- The possibility of setting up a working group should be discussed at the Town Council meeting in June 2021.</i></b></p>
2021(D)049	<p><b><u>Item 13. Review Development Committee Terms of Reference</u></b> To review the Terms of Reference and agree any changes</p> <p><b><i>Proposed by Cllr C Potter and Seconded by Cllr R Coleman-Taylor Unanimous</i></b></p> <p><b><i>RESOLVED:- That the updated Terms of Reference be adopted but that they may be subject to an early review in due course.</i></b></p>
2021(D)050	<p><b><u>Item 14. Draft Moorlands Policy</u></b></p> <p>To receive the latest draft of the Moorlands Policy</p> <p><b><i>Proposed by Cllr C Potter and Seconded by Cllr P Taylor Unanimous</i></b></p> <p><b><i>RESOLVED:- That the draft policy be received and circulated to all members for their comment.</i></b></p>

Signed Chair: .....

Dated: 28.04.2021.....

2021(D)051	<p><b><u>Item 15. Update on Provision of Cycle Storage for Centre of Todmorden</u></b> To provide a verbal update</p> <p>The Assistant Town Clerk said that a funding stream (from the West Yorkshire Combined Authority designed to connect businesses and customers) had been identified by Calderdale to install cycle storage in key areas in central Todmorden. She had had a walkaround with Cllr P Taylor and Cllr M Taylor to identify sites and then she had had a further walkaround with a representative from CMBC this week. Locations for an additional 50+ racks have been identified. The representative from CMBC is going to produce a recommendation and there will be an opportunity for members to be involved in a zoom meeting to refine this. It is expected that the work will be done by the end of June 2021.</p> <p><b><i>Proposed by Cllr C Potter and Seconded by Cllr M Carrigan Unanimous</i></b></p> <p><b><i>RESOLVED:- That the update be received and thanks be given to Cllr M Taylor and Cllr P Taylor for their involvement and to the Assistant Town Clerk for her work on this.</i></b></p>
2021(D)052	<p><b><u>Item 16. Cross Stone Rd - Dangerous to Pedestrians</u></b> To provide verbal update</p> <p>The Assistant Town Clerk said that she had written again to the Calderdale Road Safety Officer but had not received a response yet.</p> <p><b><i>Proposed by Cllr C Potter and Seconded by Cllr P Taylor Unanimous</i></b></p> <p><b><i>RESOLVED:- To receive the update and await further developments.</i></b></p>
2021(D)053	<p><b><u>Item 17. Any Items for Discussion for a Future Agenda</u></b> To notify the Clerk of any matters for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> <li>• Cross Stone Road – Dangerous to Pedestrians</li> </ul>
2021(D)054	<p><b><u>Item 18. Date of the Next Committee Meeting</u></b> To note the date of the next remote committee meeting scheduled for Wednesday 28 April 2021 at 7.30pm.</p> <p>The meeting ended at 9.01pm</p>