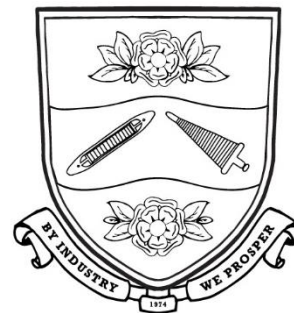


Item 4 – Full Council  
April 2022

# TODMORDEN TOWN COUNCIL

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## MINUTES OF A MEETING OF TODMORDEN TOWN COUNCIL

Held at Todmorden Town Hall

Wednesday 16<sup>th</sup> March 2022 at 7:30pm

**Councillors present:** - Cllrs P Taylor (Mayor), D Skelton, S Martin, A H Greenwood, P Ripley, A Hollis, J Williams, L Levick, M Holmstedt, R Coleman – Taylor, M Carrigan, M Taylor, The Revd. G Kent, L Thorpe, J Turner. (Cllr S Press after item 6)

**Officers:** Ms N Crewe (Town Clerk/Minute Taker) and Mr C Hill (Project Manager)

**Members of the Public:** Cllr S Press, Douglas Wilson and Christian Jackson.

2021(TC)133	<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 noting substitutions at late notice will be allowed.</p> <p><i>Apologies were received from Cllrs K White and L Needham</i></p> <p><b>Proposed</b> by Cllr P Ripley                      <b>Seconded</b> by Cllr G Kent                      <i>Unanimously Approved</i></p> <p><b>RESOLVED:</b> That the apologies of Cllr L Needham (Prior engagement), and Cllr K White (Work commitments) and their reasons for absence are accepted</p>
2021(TC)134	<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><i>None received.</i></p>
2021(TC)135	<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. No resolutions can be under public participation.</p> <p><i>No representations made</i></p>
2021(TC)136	<p><b><u>Item 4. Minutes – for Decision</u></b></p> <p>To approve the minutes of the Town Council meetings held on the 23<sup>rd</sup> February 2022.</p>



	<p><b>RESOLVED:</b> That Cllr L Thorpe has been nominated for the position of Mayor for the Municipal year 2022/2023 and will be elected at the Councils Annual meeting</p>									
2021(TC)141	<p><b><u>Item 9. Nominations of Deputy Mayor – For Decision</u></b> To receive nominations for the position of Deputy Mayor for 2022/23.</p> <p><b>Proposed by Cllr D Skelton      Seconded by Cllr P Ripley      Unanimously Approved</b></p> <p><b>RESOLVED:</b> That Cllr A H Greenwood has been nominated for the position of Deputy Mayor for the Municipal year 2022/2023 and will be elected at the Councils Annual meeting</p>									
2021(TC)142	<p><b><u>Item 10 Committee Minutes – For Information</u></b></p> <p>To confirm the receipt of approved/draft committee minutes previously circulated and to receive them en bloc.</p> <table border="0"> <tr> <td>9a</td> <td>Climate Emergency Committee 9<sup>th</sup> Feb 2022</td> <td>Draft</td> </tr> <tr> <td>9b</td> <td>Resources Committee 16<sup>th</sup> February 2022</td> <td>Draft</td> </tr> <tr> <td>9c</td> <td>Development Committee 2<sup>nd</sup> March 2022</td> <td>Draft</td> </tr> </table> <p><i>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.</i></p> <p><b>Proposed by Cllr G Kent      Seconded by Cllr J Williams      Unanimously Approved</b></p> <p><b>RESOLVED:</b> That minutes of the Committee meetings as specified above be received en bloc.</p>	9a	Climate Emergency Committee 9 <sup>th</sup> Feb 2022	Draft	9b	Resources Committee 16 <sup>th</sup> February 2022	Draft	9c	Development Committee 2 <sup>nd</sup> March 2022	Draft
9a	Climate Emergency Committee 9 <sup>th</sup> Feb 2022	Draft								
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9c	Development Committee 2 <sup>nd</sup> March 2022	Draft								
2021(TC)143	<p><b><u>Item 11. Welcome Back Fund, Year End outturn and Financial Position – For Information</u></b> To receive a financial statement as of 8<sup>th</sup> March 17th January 2022.</p> <table border="0"> <tr> <td>11a</td> <td>Financial Summary</td> </tr> <tr> <td>11b</td> <td>Balance Sheet</td> </tr> </table> <p><i>Members noted the financial position of the Town Council.</i></p> <p><b>Proposed by Cllr D Skelton      Seconded by Cllr J Williams      Unanimously Approved</b></p> <p><b>RESOLVED:</b> That the financial update be received with thanks.</p>	11a	Financial Summary	11b	Balance Sheet					
11a	Financial Summary									
11b	Balance Sheet									
2021(TC)144	<p><b><u>Item 12 Schedule of Payments - for Decision</u></b> To receive and approve a schedule of 25 payments made between 17<sup>th</sup> February 2022 to 8<sup>th</sup> March 2022 totalling £32,818.88</p> <p><b>Proposed by Cllr D Skelton      Seconded by Cllr J Turner      Unanimously Approved</b> (For:15                      Against: 0                      Abstention: 0)</p> <p><b>RESOLVED:</b> That the schedule of payments consisting of 25 items totalling £32,818.88 is approved and signed by the Chair and one other Town Councillor.</p>									

2021(TC)145	<p><b><u>Item 13 Grants to West Yorkshire Police and Todmorden Information Centre – For decision</u></b>  To receive a report from the Resources Committee recommending that awards of £36,264 in respect of two additional PCSO's be made to West Yorkshire Police and £15,380 to Todmorden Information Centre toward staffing costs.</p> <p><i>Proposed by Cllr A H Greenwood      Secoded by Cllr D Skelton      Unanimously Approved</i></p> <p><b>RESOLVED:</b> That Full Council award a sum of £36,264 to be made to West Yorkshire Police for 2022/23 and that the standard funding agreement be entered into by the Town Clerk.</p> <p><i>That Full Council award a sum of £15,380 to Todmorden Information Centre and such award be paid quarterly in advance subject to receipt of quarterly updates of activities carried out.</i></p>
2021(TC)146	<p><b><u>Item 14 Todmorden Town Deal Sponsor Grant Agreement- For Decision</u></b>  To receive the proposed Grant Agreement and authorise the Agreement to be entered into by the Town Clerk on behalf of the Town Council</p> <p><i>Members noted that the agreement has not yet been received so this item was deferred to a future meeting.</i></p>
2021(TC)147	<p><b><u>Item 15 Todmorden Town Deal Sponsor update – For information</u></b>  To receive an update.</p> <p><i>Proposed by Cllr D Skelton      Secoded by Cllr A H Greenwood      Unanimously Approved</i></p> <p><b>RESOLVED:</b> That the Members receive the update from the Project Manager with thanks.</p>
2021(TC)148	<p><b><u>Item 16 Earmarked Reserves – For Decision</u></b>  To receive a report from the Resources Committee recommending the end of year level of Earmarked Reserves</p> <p><i>Proposed by Cllr D Skelton      Secoded by Cllr L Thorpe      Unanimously Approved</i></p> <p><b>RESOLVED:</b> That Members noted the end of year budget estimates and ratify the actions of the Town Clerk/RFO to establish end of year Earmarked Reserves totalling £219,156</p>
2021(TC)149	<p><b><u>Item 17 Financial Regulations – For Decision</u></b>  To receive a report from the Resources recommending Committee adoption of an updated Financial Regulations to include additional recommendations in respect of Town Deal Sponsor Grant funding.</p> <p><i>Proposed by Cllr A H Greenwood      Secoded by Cllr J Williams      Unanimously Approved</i></p> <p><b>RESOLVED:</b> That Full Council adopt the Financial Regulations as detailed in Appendix 1 of the report provided.</p>
2021(TC)150	<p><b><u>Item 18 Committee and Officer Scheme of Delegation – For Decision</u></b>  To receive a report from the Resources recommending adoption of an updated Committee and Officer Scheme of Delegation to include additional recommendations in respect of Town Deal Sponsor Grant funding.</p>

	<p><b>Proposed by Cllr A H Greenwood      Seconded by Cllr L Thorpe      Unanimously Approved</b></p> <p><b>RESOLVED:</b> That Members agreed the amendments as proposed in the report provided and adopt the Scheme of Delegation provided to Full Council.</p>
2021(TC)151	<p><b><u>Item 19 Internal Controls – For Decision</u></b> To receive a report from the Resources recommending adoption of an updated Internal Controls to include amendments in respect of Town Deal Sponsor Grant funding.</p> <p><b>Proposed by Cllr A H Greenwood      Seconded by Cllr D Skelton      Unanimously Approved</b></p> <p><b>RESOLVED:</b> That Full Council agreed the Draft Internal Controls document, as updated following involvement of the Town Council as Sponsor, remains relevant and adopted this forthwith.</p>
2021(TC)152	<p><b><u>Item 20 Reserves and Treasury Management - For Decision</u></b> To receive a report from the Resources recommending adoption of an updated Reserves and Treasury Management Policy to include amendments in respect of Town Deal Sponsor Grant funding.</p> <p><b>Proposed by Cllr A H Greenwood      Seconded by Cllr L Thorpe      Unanimously Approved</b></p> <p><b>RESOLVED:</b> That Full Council agreed the Draft Reserves and Treasury Management document remains appropriate and agreed to adopt forthwith.</p> <p><i>That Members considered whether any changes to the level of Earmarked Reserves other than those already indicated are required.</i></p> <p><i>That should Interest Rates improve for investing funds, consideration is given to the use of fixed term deposits in line with the proposals contained within the Policy.</i></p>
2021(TC)153	<p><b><u>Item 21 Standing Orders – For Decision.</u></b> To receive a report recommending adoption of an updated set of standing orders taking into account changes arising out of Town Deal Sponsor Grant funding.</p> <p><b>Proposed by Cllr A H Greenwood      Seconded by Cllr P Ripley      Unanimously Approved</b> (For:15                      Against: 0                      Abstention: 0)</p> <p><b>RESOLVED:</b> That Full Council adopt the Standing Orders as provided for review.</p>
2021(TC)154	<p><b><u>Item 22 Corporate and Financial Risk Registers – For Decision</u></b> To receive a report from the Resources Committee recommending adoption of the Corporate and Financial Risk Registers.</p> <p><b>Proposed by Cllr A H Greenwood      Seconded by Cllr Skelton      Unanimously Approved</b></p> <p><b>RESOLVED:</b> That Full Council adopt the Corporate Risk and Financial Risk Register.</p>

2021(TC)155	<p><b><u>Item 23 Asset Register - For Decision</u></b></p> <p>To receive the proposed end of year asset register and to confirm agreement.</p> <p><i><b>Proposed</b> by Cllr A H Greenwood      <b>Seconded</b> by Cllr M Carrigan      <i>Unanimously Approved</i></i></p> <p><i><b>RESOLVED:</b> That the Asset Register provided is agreed by Full Council and authorise the Town Clerk to make any additions required to update it for the Audit process.</i></p>
2021(TC)156	<p><b><u>Item 24 Ukraine Support</u></b></p> <p>To receive a statement from the Town Council on the current affairs in Ukraine.</p> <p>Statement: As Todmorden’s Mayor I would like to state our Town Council stands in solidarity with the Ukraine, indeed we have strong historical bonds with the Ukraine and will continue to do so.</p> <p>For many years, we have had the pleasure of a wonderful thriving Ukrainian community in Todmorden and to this community we reach out and wish for a peaceful outcome to all those affected by this cruel and thoughtless conflict.</p> <p>Our town has shown tremendous kindness and compassion in organising many fundraisers and collection points to help those in dire need due to this appalling crisis. I have seen this first hand and it has been truly heartening.</p> <p>Huge amounts of money, time and much needed emergency supplies have been donated.</p> <p>I the Mayor of Todmorden and the Todmorden Town Council would call on the Government to open our doors and fully support Ukrainian refugees coming to the UK at this terrible time.</p> <p>Cllr M Taylor responded that in supporting the Mayors statement he was mindful that his own family history was that of a refugee and that the Conservative Government’s response to the situation was of concern and that as a country that historically had received refugees with open arms, our reputation now was shameful and that we should write to the MP expressing this view.</p> <p>Cllr D Skelton echoed the concerns expressed by Cllr M Taylor and supported writing to the MP on this matter.</p> <p>Cllr M Holmstedt reminded members that in 1946 there was a special train to Todmorden carrying refugees from Poland and the Ukraine, which was welcomed by the then Mayor, that Todmorden has a long association with Ukraine and that it is shameful that the Government should not be welcoming all refugees affected by this conflict.</p> <p>Cllr R Coleman – Taylor, in supporting the Mayors statement. requested that we show our solidarity on this issue with other local councils and that Calderdale be approached to fly the Ukrainian Flag in Todmorden and or the Town Hall lit up.</p>

	<p>Cllr A H Greenwood reminded members that Alderman Robert Jackson was the longest serving Mayor from 1911 to 1919, throughout the First World War, had awarded medals to Belgian refugees in the welcoming spirit of Todmorden.</p> <p><b>Proposed by Cllr M Taylor      Seconded by Cllr D Skelton      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That the Full Council accept the received statement and show their support for Ukraine in this very difficult time.</i></p> <p><b>Proposed by Cllr M Taylor      Seconded by Cllr L Levick      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That the Full Council request that the Town Clerk writes to the Member of Parliament, Craig Whittaker, to inform them on the Councils stance on the Ukrainian conflict.</i></p> <p><b>Proposed by Cllr R Coleman-Taylor      Seconded by Cllr L Thorpe      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That the Full Council request that the Town Clerk contacts Calderdale and ask that they show their support for the Ukrainian situation by either lighting Todmorden Town Hall in Blue/Yellow, or a Ukrainian flag be flown in the Peace Garden or a Ukrainian flag on Todmorden Town Hall.</i></p>
2021(TC)157	<p><b><u>Item 25 Correspondence received – For Decision</u></b>  To receive any correspondence</p> <p><i>No correspondence received.</i></p>
2021(TC)158	<p><b><u>Item 26 Any items for discussion for a future agenda – for information</u></b></p> <p><i>Members asked that the Town Clerk investigate how many people have signed up to support Ukrainian refugees coming and staying in Todmorden.</i></p> <p><b>Proposed by Cllr J Williams      Seconded by Cllr P Taylor      Unanimously Approved</b></p>
2021(TC)159	<p><b><u>Item 27 Date of the next Town Council meeting</u></b>  To note the date of the next Meeting of the Town Council will be the 13<sup>th</sup>April 2022 commencing at 7.30pm.</p> <p>Meeting closed at 8.10pm</p>