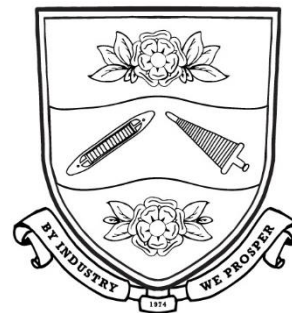


# TODMORDEN TOWN COUNCIL

Town Clerk's Office,  
Todmorden Community College,  
Burnley Road, Todmorden OL14 7BX  
01706 318132  
[townclerk@todmorden-tc.gov.uk](mailto:townclerk@todmorden-tc.gov.uk)  
[www.todmorden-tc.gov.uk](http://www.todmorden-tc.gov.uk)



## MINUTES OF A MEETING OF TODMORDEN TOWN COUNCIL

Held at Todmorden Town Hall

Wednesday 26th January 2022 at 7:30pm

**Councillors present:** - P Taylor (Mayor), D Skelton, L Levick, S Martin, P Ripley, A Hollis, J Williams, M Holmstedt, L Thorpe, The Revd G Kent, M Carrigan, A H Greenwood, M Taylor, R Coleman- Taylor, L Needham

**Councillors absent:** - K White

**Officers:** Colin Hill – Town Clerk (Minute Taker)

**Members of the Public:** Douglas Wilson, Nikki Stocks. June Turner

2021(TC)097	<p><b><u>ITEM 1 Apologies for Absence</u></b> 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 Cllr K White due to illness,</i></p> <p><b>Proposed</b> by Cllr J Williams and <b>Seconded</b> by Cllr L Needham <i>Unanimous</i></p> <p><b>RESOLVED:</b> That the apologies of Cllr K White and the reason for absence, namely illness be accepted.</p>
2021(TC)098	<p><b><u>ITEM 2. Declarations of Interest</u></b> 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)099	<p><b><u>ITEM 3. Public Participation</u></b> 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> <p><i>June Turner and Nikki Stocks were in attendance for Item 6 and asked to speak at that time to the item.</i></p>
2021(TC)100	<p><b><u>ITEM 4. Minutes</u></b> To approve the minutes of the Town Council meetings held on the 15<sup>th</sup> December 2021</p> <p><b>Proposed</b> by Cllr J Williams <b>Seconded</b> by Cllr L Levick <i>Unanimous</i></p> <p><b>RESOLVED:</b> That the minutes of the Town Council meetings held on the 15<sup>th</sup> of December 2021 be accepted as a true record and signed by the Chairman as such.</p>

2021(TC)101

**ITEM 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.

**Proposed** by Cllr L Needham and **Seconded** by Cllr The Revd G Kent *Unanimous*

**RESOLVED:** *That any Members of the public and or press attending during the meeting be welcomed to stay for all items on the Agenda*

2021(TC)102

**ITEM 6 Election of Town Councillor by Co-option – for Decision**

To receive written applications for the office of Town Councillor for Walsden Ward and to provide the opportunity for Applicants to speak to the Town Council about their desire to be a Town Councillor and for Town Council to Co-opt a candidate to fill the existing vacancy for Walsden Ward.

- 6a - Application from June Turner
- 6b - Application from Nikki Stocks

*Members had been provided with a copy of each candidate's application on a confidential basis.*

*The Mayor thanked both candidates for their willingness to be considered for this co-opted Town Councillor position and the Mayor invited each in turn to address the council in support of their applications*

*The item then moved immediately to a vote with each candidate being Proposed and Seconded as follows*

**Proposed** by Cllr M Carrigan and **Seconded** by Cllr A Hollis  
*That June Turner be co-opted as Town Councillor for Walsden Ward*

*A named vote was called for by Cllr M Taylor*

*For 9                      Against 0                      Abstentions 6*

*For: D Skelton, S Martin, P Ripley, A Hollis, J Williams, L Thorpe, The Revd G Kent, M Carrigan, A H Greenwood,*

*Abstained : P Taylor (Mayor), M Taylor, R Coleman- Taylor, L Levick, M Holmstedt, L Needham*

**Proposed** by Cllr M Taylor and **Seconded** by Cllr M Holmstedt  
*That Nikki Stocks be co-opted as Town Councillor for Walsden Ward*

*A named vote was requested by Cllr M Taylor*

*For 6                      Against 0                      Abstentions 9*

*For: P Taylor (Mayor), M Taylor, R Coleman- Taylor, L Levick, M Holmstedt, L Needham*

*Abstained D Skelton, S Martin, P Ripley, A Hollis, J Williams, L Thorpe, The Revd G Kent, M Carrigan A H Greenwood,.*

**RESOLVED:** *That by virtue of the above votes of 9 for June Turner and 6 for Nikki Stocks, June Turner be co-opted as a Town Councillor for Walsden Ward*

2021(TC)103	<p><b>ITEM 7 Committee Minutes -for information</b> To confirm the receipt of approved/draft committee minutes previously circulated and to receive them En-Bloc</p> <p>7a Development Committee 8<sup>th</sup> December 2021 Approved 7b Development Committee 5<sup>th</sup> January 2022 Draft</p> <p><b>Proposed by Cllr S Martin and Seconded by Cllr J Williams For 12 Abstentions 2 motion carried</b></p> <p><b>RESOLVED:</b> That minutes of the Committee meetings as specified above be received en bloc.</p>
2021(TC)104	<p><b>ITEM 8. Earmarked Reserves and Year End adjustments</b> To receive a report seeking confirmation of Earmarked Reserve adjustments and initial end of year budget adjustments.</p> <p><i>Cllr D Skelton recommended to Member that the movements to Earmarked Reserve including the beneficial reduction of £25,000 from Station Lift Access to General Reserves and the creation of a new Earmarked Reserve of £5,000 for Climate Emergency (already agreed ) were appropriate movements to be made.</i></p> <p><b>Proposed by Cllr D Skelton and Seconded by Cllr A Greenwood For 12 Abstentions 2 motion carried</b></p> <p><b>RESOLVED:</b> That the Earmarked Reserve for £25000 in respect of lift access be released to General Reserves as no longer required and that a new Earmarked Reserve of £5000 be established form General Reserves in respect of Climate Emergency.</p>
2021(TC)105	<p><b>ITEM 9 Financial Position – for Information</b> To receive a financial statement as of 17th January 2022.</p> <p>9a Financial Summary 9b Balance Sheet 9c Commitment 9d Detail Expenditure</p> <p><i>Members noted the financial position indicating an estimated year end outturn of £98k in General Reserves and no questions were raised.</i></p> <p><b>Proposed by Cllr the Revd G Kent and Seconded by Cllr J Williams For 12 Abstentions 2 motion carried</b></p> <p><b>RESOLVED:</b> That the financial update be received with thanks</p>
2021(TC)105	<p><b>ITEM 10 Council Tax Reduction Grant and Parish Grant</b> To receive a verbal update on the amount of Council Tax Reduction Grant and Parish Grant to be received for 2022/23</p> <p><i>Members received advice of proposed levels of Council Tax Support Grant and Parish Grant.</i></p>
2021(TC)106	<p><b>ITEM 11 Schedule of Payments - for Decision</b> To receive and approve a schedule of 62 payments made between 18th November 2021 to 17th January 2022 totalling £43,718.47</p> <p><b>Proposed by Cllr D Skelton and Seconded by Cllr L Thorpe For 12 Abstentions 2 motion carried.</b></p> <p><b>RESOLVED:</b> That a schedule of payments consisting of 62 items totalling £43,718.47 be approved and signed by the Chair and one other Town Councillor.</p>

2021(TC)107	<p><b>ITEM 12 Election of Town Councillor for Langfield Ward by Co-option – for Decision</b></p> <p>To receive confirmation that no by-election has been called for Langfield Ward and that a process of co-option has been implemented in accordance with existing policy.</p> <p><b>Proposed</b> by Cllr J William and <b>Seconded</b> by Cllr A Hollis For 12 Abstentions 2 motion carried.</p> <p><b>RESOLVED:</b> That the co-option process to fill Langfield Ward vacancy be taken forward by the Town Clerk.</p>
2021(TC)108	<p><b>ITEM 13 Todmorden Town Deal Board – Request for In Principle Agreement for Todmorden Town Council to act as sponsor and project manager for Centre Vale Park related projects up to Business Case Stage.</b></p> <p>To receive a report outlining the initial stages of sponsor support and to seek approval from March 2022 to create a new “Project/Finance Manager Post”</p> <p><i>Cllr The Revd G Kent said the Centre Vale Park was an enormous asset for Todmorden and was delighted with the projects proposed.</i></p> <p><i>Cllr D Skelton said that the Town Deal funding will be of great benefit to Todmorden and that to ensure the Centre Vale Park project elements are taken forward, agreed that in principle that the Town Council should act as Sponsor and that the Town Council should agree to meet up to £10,000 of revenue costs as outlined in the report.</i></p> <p><i>Cllr M Taylor supported the role of the Town Council a Sponsor in this way in helping develop and lead on this project.</i></p> <p><b>Proposed</b> by Cllr D Skelton and <b>Seconded</b> by Cllr M Taylor Unanimous</p> <p><b>RESOLVED</b> That Todmorden Town Council assume the responsibility of becoming Sponsor for the Centre Vale Project element of the Town Deals Funding package.</p> <p><i>That in agreeing to do so, an agreement in principle is sent, but subject to caveats as outlined under point 8, and any additional ones considered post this report, to be agreed by the Town Clerk in consultation with the Chair of Resources, before being formally sent.</i></p> <p><i>That in doing so the Town Council initially establishes a revenue budget of £10,000 by movement from the Community Development Earmarked Reserve as a contribution towards the Centre Vale Project as part of its proactive enabling and facilitating role for the benefit of Todmorden.</i></p> <p><i>That the contract of the existing Town Clerk be extended until August 2022 with change of title to that of Project and Finance Manager effective from 1<sup>st</sup> March 2022 and that the Chair of Staffing be authorised to effect such contractual changes as felt necessary in terms of hours and remuneration within the budget set for this purpose.</i></p> <p><i>That as the business cases evolve and the extent of likely officer support required by TTC post August 2022 is identified, the Town Council through its Staffing Committee, begins the recruitment process with a view to potential appointment in October/November 2022.</i></p>
2021(TC)109	<p><b>ITEM 14 Patmos Gardens – for Decision</b></p>

	<p>To receive a report confirming appointment of a contractor, to provide an outline timescale and to seek delegated authority of the Town Clerk in consultation with the Chair of Resources to make payments under the contract.</p> <p><b>Proposed by Cllr A Greenwood and Seconded by Cllr P Ripley Unanimous</b></p> <p><b>RESOLVED:</b> that Members note the appointment of McMillan Landscapes.</p> <p><i>That Full Council delegates authority to the Town Clerk in consultation with the Chair of Resources to make payments for this contract up to an individual amount of £25,000</i></p> <p><i>That if payment has not been made in full by the year end an Earmarked Reserve for Patmos Gardens up to maximum of £25,000 be created and reversed in the new financial year.</i></p>
2021(TC)110	<p><b>ITEM 15 Town Hall Relocation - for Decision</b></p> <p>To receive a report recommending that the Town Council administrative function is relocated to Todmorden Town Hall.</p> <p><i>Cllr M Carrigan welcomed this report especially given the space constraint already experienced in the office.</i></p> <p><i>Cllr A H Greenwood welcomed the opportunity to be more central and prominent.</i></p> <p><i>Cllr L levick in also supporting this move raised her concerns regarding treatment of the front doors given its Grade 1 listed status and the need to obtain Heritage England permission which was unlikely.</i></p> <p><i>Cllr A H Greenwood proposed that if these left open then some form of security of the internal automatic opening doors and intercom, PIR Camera systems could assist with security.</i></p> <p><i>Cllr M Taylor welcomed the proposal in principle with detail to follow.</i></p> <p><i>The Town Clerk undertook to bring the matter to the attention of CMBC when starting to finalise detail and to bring detail back to Full Council when worked up.</i></p> <p><b>Proposed by Cllr M Carrigan and Seconded by Cllr Levick Unanimous</b></p> <p><b>RESOLVED:</b> That Full Council confirms agreement to formally commit to relocation of the office function to the Town Hall subject to: -</p> <ul style="list-style-type: none"> <li>a. <i>Building works as proposed</i></li> <li>b. <i>No rental cost for Town Hall use as office</i></li> </ul> <p><i>That agreement of leasehold terms with Calderdale MBC is delegated to the Chair of Resources in conjunction with the Town Clerk.</i></p> <p><i>That notice to vacate the existing premises is given by the Town Clerk once all detail finalised and assurances and timetable given for occupation of the Town Hall reached.</i></p> <p><i>That any relocation /IT costs are met within existing Earmarked Reserves.</i></p>
2021(TC)111	<p><b>ITEM 16 Correspondence received – for Decision</b></p> <p>To receive any correspondence</p> <p>16a. - Invitation from Bramsche to celebrate 925 years of the city.</p> <p><i>The invitation is for an event to be held 26th to 29<sup>th</sup> May 2022.</i></p>

	<p><b>Proposed</b> by Cllr A H Greenwood and <b>Seconded</b> by Cllr M Taylor    <i>Unanimous</i></p> <p><b>RESOLVED.</b> <i>That the invitation is accepted for a representative to attend, the Mayor if agreeable to do so.</i></p> <p><i>Cllr M Taylor also advised that through the Town Twinning Association and invitation will also be received to attend an event in Roncq on the 1<sup>st</sup> May 2022.</i></p> <p>16b    - CMBC Budget Consultation – removal of Council Tax support Grant</p> <p><i>CMBC have issued a consultation paper for budget proposals for 2023 onwards indicating removal of Council Tax Reduction Grant and Parish Grant circa £45k in total.</i></p> <p><i>Cllr M Holmstedt reported that at the Parish and Town Council liaison Group meeting with Calderdale MBC, extreme concern was expressed about CMBC proposal to cut off this funding from 2023. For some of the small Parish Councils this was the main element of funding.</i></p> <p><i>Members were very concerned about this proposal and the impact it may have on town Council Finances and wished for the Town Council to formally respond expressing such concerns.</i></p> <p><b>Proposed</b> by Cllr D Skelton and <b>Seconded</b> by Cllr M Carrigan    <i>Unanimous</i></p> <p><b>RESOLVED;</b> <i>That the Town Clerk in conjunction with the Chair of Resources sends a response to CMBC objecting to the imminent nature of these cuts and seeking as an alternative, should this be met with refusal, to seek agreement to a phased reduction. All CMBC Ward Councillors are to be copied into such correspondence.</i></p>
2021(TC)112	<p><b>ITEM 17 Calendar of meetings – 2022-23 for Decision</b></p> <p>To receive and approve a schedule of proposed meetings for 2022-23.</p> <p><i>Members received a proposed schedule for meetings for 2022/23</i></p> <p><i>Cllr M Taylor raised the issue of an informal meeting being set when all out elections were due and therefore could not select Chairs/Committees etc</i></p> <p><i>Cllr D Skelton sought Council agreement to move two of the Resources Committee dates because of unavailability as follows</i></p> <p><i>Replace Resources 18<sup>th</sup> May 2022 with 4<sup>th</sup> May 2022 and 27<sup>th</sup> July 2022 with 3rd August 2022.</i></p> <p><i>Cllr s Martin suggested still some informal meeting regarding election of Mayor.</i></p> <p><i>Informal meeting date for 8<sup>th</sup> March 2023 to be replaced by Wed 10<sup>th</sup> May 2023 ( no summons or invitation to public to attend needs to be issued so no time rules apply) View to be taken at the time of additional meeting re Election of Mayor.</i></p> <p><b>Proposed</b> by Cllr A Greenwood and <b>Seconded</b> by Cllr The Revd G Kent    <i>Unanimous</i></p> <p><b>RESOLVED:</b> <i>That the schedule of meetings for 2022-23 be approved as submitted subject to the proposed amendments as above.</i></p>
2021(TC)113	<p><b>ITEM 18 Any items for discussion for a future agenda – for information</b></p> <p><i>None proposed</i></p>
2021(TC)114	<p><b>Date of the next Town Council meeting</b></p>

To note the date of the next Meeting of the Town Council will be 23 <sup>rd</sup> of February 2022. The meeting closed at 9 pm.
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draft chair approved