

**TODMORDEN TOWN COUNCIL**

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**MINUTES OF A MEETING OF TODMORDEN TOWN COUNCIL**

**Held in the Council Chamber, Todmorden Town Hall, Bridge Street, Todmorden, on Wednesday 14<sup>th</sup> August 2019 at 7.30pm**

**Councillors Present:** Cllrs K White [Town Mayor], Cllrs C Carrigan, M Doyle, M Holmstedt, A Greenwood, The Revd. G Kent, S Martin, C Potter, T Roberts, D Skelton, P Taylor, P Ripley, J Williams

**Absent Councillors:** Cllrs R Coleman-Taylor, A Hollis, L Levick, L Needham, M Taylor

**Officers:** Safia Kauser – Locum Town Clerk/RFO [minute taker];

**Members of the Public:** 8 members of the public

2019 (TC) 066	<p><b><u>APOLOGIES FOR ABSENCE</u></b>                  To receive apologies for absence and consider any reasons given to the Clerk prior to the meeting</p> <p>Proposed by Councillor A Hollis and Seconded by Councillor J Williams, and  <b>RESOLVED:</b> That the apologies and reasons for absence received from Cllrs R Coleman Taylor, M Taylor, A Hollis, L Levick and L Needham.</p>
2019 (TC) 067	<p><b><u>DECLARATIONS OF INTERESTS</u></b>                  Members are reminded of the legal requirements concerning the declaration of interests. A Member 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> <p>None declared.</p>
2019 (TC) 068	<p><b><u>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>A member of the public addressed the Council on behalf of 'Tod Save Our BandStand' group. 34 members had committed to the group since Calderdale Council announced plans to demolish the bandstand. They had hoped that Todmorden Town Council would step in and save the bandstand and transfer it to the group under Community Asset Transfer. Questions were raised to the Council asking to open discussions about supporting the group.</p>

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	<p>Councillor D Skelton commented that the Town Council supports the development of the Group and community asset transfers and that a significant amount of costs had already been incurred in commissioning condition survey reports.</p>
2019 (TC) 069	<p><b><u>MINUTES</u></b>  To approve the draft minutes of the Extraordinary Town Council meeting held on the 04 July 2019.</p> <p>Proposed by Councillor M Carrigan and Seconded by Councillor A Greenwood, and <b>RESOLVED:</b> That the draft minutes of the Extraordinary Town Council meeting held on the 04 July 2019 be approved as a true record and be signed by the Chair subject to the change to minute reference 059, to add the wording 'Todmorden Rail Station'.</p>
2019 (TC) 070	<p><b><u>EXCLUSION OF PRESS AND PUBLIC - PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960</u></b>  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 Councillor M Holmstedt and Seconded by Councillor D Skelton, and <b>RESOLVED:</b> That the press and public be allowed to remain for the duration of the meeting.</p>
2019 (TC) 071	<p><b><u>COMMITTEE MINUTES</u></b>  To confirm the receipt of approved committee minutes previously circulated:</p> <ul style="list-style-type: none"> <li>• Development 10 July 2019</li> </ul> <p>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.</p> <p>Proposed by Councillor C Potter and Seconded by Councillor T Roberts , and <b>RESOLVED:</b> That the minutes for the Development committee 10 July 2019 be received.</p>
2019 (TC) 072	<p><b><u>RATIFICATION OF APPOINTMENT OF TOWN CLERK/RESPONSIBLE FINANCIAL OFFICER</u></b>  To ratify the decision of the Staffing Committee to appoint Colin Hill to the post of Todmorden Town Clerk, Proper Officer and Responsible Financial Officer effective from 16th July 2019.</p> <p>Councillor Carrigan updated the meeting on the recruitment process and the appointment of Colin Hill who commenced his post on the 16 July 2019.</p> <p>Proposed by Councillor M Carrigan and Seconded by Councillor J Williams, and <b>RESOLVED:</b> That the appointment of Colin Hill for the post of Town Clerk and RFO be ratified.</p>
2019 (TC) 073	<p><b><u>CLIMATE EMERGENCY COMMITTEE TERMS OF REFERENCE</u></b>  To receive proposed Terms of Reference for the Climate Emergency Committee</p> <p>Draft terms of reference were circulated to the meeting. Cllr G Kent updated members on the formation of the new committee and informed members that by adopting the terms of reference, the committee would be able to meet on the 06 November. A</p>

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	<p>discussion took place about the involvement of outside bodies and it was suggested that local schools are involvement.</p> <p>Proposed by Councillor The Revd. G Kent and Seconded by Councillor J Williams , and  <b>RESOLVED:</b> That the terms of reference for the Climate Emergency Committee are adopted subject to the wording Chairman and Vice-Chairman to be replaced with Mayor and Deputy Mayor.</p>															
2019 (TC) 074	<p><b><u>BUDGET UPDATE</u></b>  To receive a report updating Members on the financial position of the Council and to propose how this is reported to Full Council in the future.</p> <p>A report on the budget and financial position of the Council was circulated to members. It was agreed to adopt the recommendations set out from 20 to 25. It was confirmed that all standing committees would receive a committee financial monitoring report going forward.</p> <p>Proposed by Councillor M Carrigan and Seconded by Councillor L Needham, and  <b>RESOLVED:</b> That the recommendations from 20 to 25 be adopted within the report circulated to members.</p>															
2019 (TC) 075	<p><b><u>GRANTS</u></b>  To ratify the decisions made by the Amenities Committee in awarding grants to:-</p> <table border="1" data-bbox="331 965 1461 1438"> <thead> <tr> <th>Grant Applicant</th> <th>Amt Requested</th> <th>Purpose</th> </tr> </thead> <tbody> <tr> <td>Community Right of Way</td> <td>£443.50</td> <td>To fund cost in connection with improvements to “There and Back” Routes in Eastwood as per detailed schedule submitted.</td> </tr> <tr> <td>Todmorden Interfaith Chaplains</td> <td>£220.00</td> <td>Revenue funding required to help with Public Indemnity Insurance, Uniforms, Training and Publicity.</td> </tr> <tr> <td>Todmorden Riverside Improvement Group</td> <td>£376.91</td> <td>Assistance towards rent for storage unit, public liability insurance, service for mower</td> </tr> <tr> <td>Town Hire Hire Refund Todmorden Photographic Society</td> <td>£564.60</td> <td>Hire fee for Annual Exhibition.</td> </tr> </tbody> </table> <p>Councillor Skelton updated members on the grants that were received by the Amenities committee and recommended for approval.</p> <p>Proposed by Councillor D Skelton and Seconded by Councillor J Williams, and  <b>RESOLVED:</b> That the grants recommended by the Amenities committees (as listed above) are ratified by the Town Council. <i>(one abstention, Cllr Williams)</i></p>	Grant Applicant	Amt Requested	Purpose	Community Right of Way	£443.50	To fund cost in connection with improvements to “There and Back” Routes in Eastwood as per detailed schedule submitted.	Todmorden Interfaith Chaplains	£220.00	Revenue funding required to help with Public Indemnity Insurance, Uniforms, Training and Publicity.	Todmorden Riverside Improvement Group	£376.91	Assistance towards rent for storage unit, public liability insurance, service for mower	Town Hire Hire Refund Todmorden Photographic Society	£564.60	Hire fee for Annual Exhibition.
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2019 (TC) 076	<p><b><u>TODMORDEN BANDSTAND</u></b>  To update Members on the decision made by Calderdale Council regarding their preferred option for dealing with the Bandstand.</p> <p>It was reported that Calderdale Council had called in the planning application for the proposals of the demolition of the band stand and that another meeting was scheduled for the 20<sup>th</sup> August for a review by the Calderdale Scrutiny committee. A member suggested that the Town Council should consider submitting a CAT transfer.</p> <p>Members generally do support the development of arts facilities in the town of Todmorden and see the arts as being a vital part of the town’s life. The Council</p>															

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	<p>supports a wide range of local community arts and leisure groups but our funds are limited.</p> <p>We want to support any group who wishes to investigate ways to create a suitable and sustainable performance space'</p> <p>It was agreed that this item would be considered again in September where the Town Council where a further update would be available on the current situation.</p>
2019 (TC) 077	<p><b><u>OFFICER SCHEME OF DELEGATION, BANKING ARRANGEMENTS AND PROCESS FOR AUTHORISING PAYMENTS</u></b></p> <p>To receive a report proposing the introduction of an Officer Scheme of Delegation, changes to bank account signatories and use of internet banking/debit card and streamlining the process of authorisation of payments.</p> <p>Proposed by Councillor M Carrigan and Seconded by Councillor S Martin, and <b>RESOLVED:</b> That the recommendations contained within the report are adopted.</p>
2019 (TC) 078	<p><b><u>LORD LIEUTENANTS VISIT FRIDAY 18TH OCTOBER 2019</u></b></p> <p>To consider a request from the Lord Lieutenant and High Sherriff of Yorkshire for the Todmorden Mayor to host a formal visit to Todmorden and to agree budget provision.</p> <p>A report prepared by the Admin Assistant was circulated to the committee. All members were supportive of the arrangement outlined in the report and agreed a sum of money towards the event. It was noted that Calderdale Council were providing the Town Hall free of charge.</p> <p>Proposed by Councillor K White and Seconded by Councillor M Carrigan, and <b>RESOLVED:</b> That a provisional budget of £500 is made available to accommodate staff costs and refreshments.</p>
2019 (TC) 079	<p><b><u>BLUE PLAQUES</u></b></p> <p>To receive a proposal for production and fitting of Blue Plaques</p> <p>Councillor Greenwood updated the members on the Blue Plaques project which had ongoing for the last year with the involvement of the General Purposes committee.</p> <p>Proposed by Councillor A Greenwood and Seconded by Councillor G Kent, and <b>RESOLVED:</b> That a budget of £1,000 is allocated for this project and that Chair of GP is given authorization to progress this forward.</p>
2019 (TC) 080	<p><b><u>NETWORK RAIL COMMUNICATIONS MAST</u></b></p> <p>To propose that representation be made to Network Rail to paint the mast green that is situated near Dundee Road, Cornholme.</p> <p>The Mayor had been approached by a resident who requested the painting of the green mast. A letter had been sent to Network rail but no response had been received as yet. The Mayor requested that the Town Council formally resolves to write to Network Rail to chase this up.</p> <p>Proposed by Councillor K White and Seconded by Councillor C Potter, and <b>RESOLVED:</b> That the Town Council write to Network Rail and request an update for the painting of the green mast.</p>
2019 (TC) 081	<p><b><u>CHEQUES</u></b></p>

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	<p><b>2019/081.1 - To receive an amended schedule of cheque payments originally signed on 31st July in an amount of £15,518.79, now increased to £17,161.79 following correction of two detailed amounts.</b></p> <p>The updated amended schedule of cheque payments was received and noted by the Council.</p> <p><b>2019/081.2 - To receive the schedule of cheque payments that require signing in accordance with the Financial Regulations.</b></p> <p>Proposed by Councillor M Carrigan and Seconded by Councillor S Martin and <b>RESOLVED:</b> That the cheque payments are signed in accordance with the Financial Regulations.</p>
2019 (TC) 082	<p><b><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></b></p> <p>To notify the clerk of any matters for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> <li>• Reports from outside bodies (to remain as a standing item on future agendas)</li> <li>• Update on the Todmorden Band Stand and options for supporting any action that may be required.</li> </ul>
2019 (TC) 083	<p><b><u>DATE OF THE NEXT COMMITTEE MEETING</u></b></p> <p>The date of the next meeting of the Council is due to be held on Wednesday 25th September 2019 at 7:30pm in the Council Chambers, Todmorden Town Hall, Todmorden.</p> <p>The Chair of Staffing Councillor Carrigan explained that the Town Clerk had pre-booked annual leave for the next meeting and that subject to temporary cover the meeting may not go ahead. This was noted by the Council.</p> <p>There being no further business, the Mayor closed the meeting at 8.45pm/</p>

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