

## TODMORDEN TOWN COUNCIL

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

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

Tel: 01706 318132



**MINUTES OF THE DEVELOPMENT COMMITTEE MEETING**  
**Held in the Cockcroft Room, Todmorden Town Hall, Bridge Street, Todmorden, on**  
**Wednesday 2 February 2022 at 7:30 pm**

<b>Councillors Present:</b>	Cllrs S Martin (chair), L Thorpe (vice chair) P Taylor (Mayor), L Levick, A Hollis, L Needham, A Greenwood, R Coleman-Taylor, the Revd G Kent and K White
<b>Absent Councillors:</b>	Cllrs J Williams and J Turner
<b>Observing Councillors:</b>	Cllr M Taylor (8.45-9.15pm)
<b>Officers:</b>	Mrs S Miles – Assistant Town Clerk (Minute taker)
<b>Presenter:</b>	Ms C Bann
<b>Members of the Public:</b>	Mr C Jackson, Mr G Wilson, Mr S Ralph

2022(D)010	<p><b><u>Item 1. Apologies for Absence – For Decision</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 J Williams due to illness and J Turner due to alternative commitments.</p> <p><b><i>Proposed by Cllr S Martin      Seconded by Cllr L Needham      Unanimous</i></b></p> <p><b><i>RESOLVED: That the apologies be accepted from Cllr J Williams due to illness and Cllr J Turner due to alternative commitments.</i></b></p>
2022(D)011	<p><b><u>Item 2. Declarations of Interest – For Decision</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> <p>Cllr K White declared an interest in the late item (Mobile phone mast at Countrystores). It was agreed that he would not participate in this item.</p>

Signature.....

Date 2 February 2022

	<p><b>Proposed by Cllr S Martin      Seconded by Cllr L Thorpe      Unanimous</b></p> <p><b>RESOLVED: That Cllr K White would not participate in the discussion/vote for the consultation on the proposed phone mast.</b></p>
2022(D)012	<p><b><u>Item 3. Public Participation – For Decision</u></b>  <i>To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.</i></p> <p><i>Note: No resolutions can be under public participation</i></p> <p>Mr S Ralph agreed to provide more information on item 16 when that part of the agenda has started.</p> <p><b>Proposed by Cllr S Martin      and Seconded by Cllr L Needham      Unanimous</b></p> <p><b>RESOLVED:-</b></p> <p><b><i>That members of the public can make representation on the business of the agenda for the meeting.</i></b></p>
2022(D)013	<p><b><u>Item 4. Minutes – For Decision</u></b></p> <p>To approve the draft minutes of the Development Committee meeting held 5 January 2022 (previously circulated).</p> <p><b>Proposed by Cllr S Martin      and Seconded by Cllr L Levick      Unanimous</b></p> <p><b>RESOLVED:-</b></p> <p><b><i>That the draft minutes of the Development Committee meeting held on 5 January 2022 be approved as a true record of proceedings.</i></b></p>
2022(D)014	<p><b><u>Item 5. Exclusion of Press and Public – Public Bodies (Admission to meetings Act 1960) – For Decision</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>Proposed by Cllr S Martin      and Seconded by Cllr A Greenwood      Unanimous</b></p> <p><b>RESOLVED:-</b></p> <p><b><i>That any public or press who may attend be allowed to stay for the whole of the meeting.</i></b></p>
2022(D)015	<p><b><u>Item 6. Meeting Catherine Bann – New Upper Valley Coordinator – For Information</u></b></p> <p>Ms Bann introduced herself and her role. She also explained the other roles she fulfils. She explained that she has set up monthly meetings with the Assistant Town Clerk to share information and work together.</p> <p>The chair welcomed Ms Bann.</p>
2022(D)016	<p><b><u>Item 7. Comments on Planning Applications- For Decision</u></b></p> <p>To submit comments on the planning applications received from Calderdale Council.</p>

Comments as detailed below were agreed by Members En Bloc

**Proposed by Cllr S Martin and Seconded by Cllr the Revd G Kent Unanimous**

**RESOLVED:-**

**That the consultees responses as detailed below be submitted to Calderdale Council en bloc**

Item no	Application Number	Address	Purpose	Consultation Feedback
7a	21/01122/HSE	24 Harley Wood View Church Road Todmorden Calderdale OL14 8HR	Proposed partial conversion of existing garage into ancillary accommodation with roof terrace over	Supported
7b	21/01278/LBC	Hare And Hounds Inn Ashenhurst Road Todmorden Calderdale OL14 8EA	Window replacement scheme to upgrade windows to double glazing (Listed Building Consent)	Supported
7c	21/10025/ADV	132 Halifax Road Todmorden Calderdale OL14 5QR	Upgrade of existing 48 sheet advert to support digital poster	<p>Not supported.</p> <p>This site is in the Todmorden Conservation area. This proposal is out of keeping with the heritage and visual appearance of the area.</p> <p>Concern was raised that it would be obtrusive for those living in the shops across the road.</p> <p>Concerns were also raised about the stability of the wall involved but also of the building as a whole since the Rope and Anchor pub has been converted into commercial units. Bricks and masonry have fallen from the wall.</p> <p>Concerns were also raised about the danger caused to passing motorists caused by the potential distraction of should a digital poster be installed</p>

7d	21/01586/HSE	46 Pitts Lane Todmorden Calderdale OL14 8NT	To build a timber garden studio, approx. 25 metres from the house, on the site of a now collapsed previous outbuilding. It will be used for computer work. All timber frame, suspended on a joist framed floor, with waney with waney edge cladding. It will have wood frame double glazing, wooden doors, and insulated. The space will be separated into the studio space, and a storeroom to the side, with a separate front facing door.	Supported
7e	21/01188/LBC	Todmorden Town Hall Rochdale Road Todmorden Calderdale OL14 5AA	Installation of three glass panels to the existing balcony handrail (Listed Building Consent)	Supported as a necessary installation
7f	21/01461/FUL	15 Bridge Street Todmorden Calderdale OL14 5AQ	The retrospective application for the installation of an ATM installed through a secure panel to the left-hand side of the shop entrance  <i>n.b: Vote was 8 for and 2 against (Cllrs A Hollis and K White)</i>	Not supported  This is a grade 2 listed building opposite a grade 1 listed building and is in the Todmorden Conservation area. There are already ATM machines nearby.  Also, it is regrettable that this work has been done before TTC has had the opportunity to be consulted
7g	21/10026/ADV	15 Bridge Street Todmorden Calderdale OL14 5AQ	Internally illuminated Free Cash Withdrawals bespoke sign above the ATM Blue LED halo illumination to the surround  <i>n.b: Vote was 8 for and 2 against (Cllrs A Hollis and K White)</i>	Not supported  This is a grade 2 listed building opposite a grade 1 listed building and is in the Todmorden Conservation area. There are already ATM machines nearby.  Also, it is regrettable that this work has been done before TTC has had the opportunity to be consulted

<b>7h</b>	21/20201/TPO	7 Fern Valley Chase Todmorden Calderdale OL14 7HB	Fell one tree (Tree Preservation Order)	Supported providing a native tree is planted nearby
<b>7i</b>	20/01519/FUL	296 Rochdale Road Todmorden Calderdale OL14 7QD	One pair of semi-detached dwellings (Amended plans)	Not supported  Serious concern was expressed when this was previously submitted especially because of highway considerations. This issue has not been addressed in this updated application and it is noted that the Highway Officer does not support these plans
<b>7j</b>	21/01503/HSE	Millwood House East Millwood Lane Todmorden Calderdale OL14 5SB	First floor extension over existing ground floor kitchen	Supported
<b>7k</b>	21/01328/FUL	8 Halifax Road Todmorden Calderdale OL14 5AD	New A/C and cold store compressors, intake and extract vents, infilling of ATM and window openings.  n.b: The vote was 9 for and 1 against (Cllr K White)	Not supported  It is regrettable that this work has been done prior to TTC being consulted.
<b>7l</b>	21/10022/ADV	8 Halifax Road Todmorden Calderdale OL14 5AD	2 no. fascia signs  n.b: The vote was 9 for and 1 against (Cllr K White)	Not supported  Concern was expressed about the prominence of the illuminated sign which is more like an extended shelf than a fascia (which is normally flat). It would be preferable if a flat sign were installed instead.  Concern was expressed about the level of illumination and the colour scheme. The overall impact is not conducive to the site being in a Conservation area opposite the Town Hall. It is

Signature.....

Date 2 February 2022

				recommended that any illuminated sign should be flat and be in a colour and style more conducive to its location.  It is regrettable that this work has been done prior to TTC being consulted.
	<b>7m</b>	21/01576/HSE	173 Hollins Road Todmorden Calderdale OL14 6QL	Replacement of existing front dormer, new rear dormer. New single storey rear extension and alteration of garden levels.  <b>Supported</b>
	<b>7n</b>	22/20006/TPO	29 Kilnhurst Road Todmorden Calderdale OL14 6AX	Fell one tree (Tree Preservation Order)  <b>There is not enough information included to provide comment</b>
	<b>7o</b>	21/01554/FUL	Land Northwest Of 6 Kershaw Road Kershaw Road Walsden Todmorden Calderdale	Garage conversion to create new residential dwelling.  <b>Supported provided that concerns about foul drainage, increased traffic on a narrow road and potential flooding/surface water flooding issues being clarified and addressed</b>
2022(D)017	<p><b><u>Item 8. Feedback From Previous Planning Applications - CMBC Decisions</u></b> To receive a verbal update</p> <p>The Assistant Town Clerk reported that she is still working to produce a comprehensive list of previous planning applications where TTC has been consulted with the final CMBC decision.</p>			
2022(D)018	<p><b><u>Item 9. Outstanding and Completed Issues Registers, Including Paths and Obstructions – For Information</u></b> To receive updates about blocked paths and obstructions as well as the Outstanding and Completed Issues Registers</p> <ul style="list-style-type: none"> <li>a. Blocked paths and obstructions</li> <li>b. Outstanding Issues Register</li> <li>c. Completed Issues Register</li> </ul> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr the Revd G Kent    Unanimous</i></b></p> <p><b><i>RESOLVED: That the registers be received.</i></b></p>			

2022(D)019	<p><b><u>Item 10. A646 Corridor Improvement Programme – Todmorden Proposed Traffic Regulations</u></b> To provide feedback to CMBC on this consultation</p> <p>It was noted that the deadline for the submission of comments to the consultation was Monday 31 January 2022 – before this meeting. It had been suggested that members send their comments direct to the project lead.</p> <p>There was discussion that the proposals for the railway station could reduce the amount of parking there, especially for those living with a disability. There were also comments that the proposals for Castle Hill School would be likely to push drivers parking to further down the road which would extend the problem.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr the Revd G Kent    Unanimous</i></b></p> <p><b><i>RESOLVED: That the Assistant Town Clerk will forward these comments to the project team.</i></b></p>
2022(D)020	<p><b><u>Item 11. Review of Flood Emergency Planning Arrangements – For Information</u></b> To review the plan for what would happen in a flood emergency</p> <p>It was proposed that the draft plan from January 2021 be updated and that a small subgroup of members have a one-off meeting to agree the content.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: That a subgroup will be set up to develop the plan. The Assistant Town Clerk will set up a meeting to facilitate this.</i></b></p>
2022(D)021	<p><b><u>Item 12. Imminent Proposal to Remove 78 Hectares of Trees in Portsmouth by March 2022 – For Action</u></b> To receive written update and consider action</p> <p>It was reported that the woodland had been planted as part of a CMBC initiative to alleviate the possibility of flooding on the houses below and enhance the stability of the hillside. In times of flooding (for example in 2020) additional erosive waterfalls appeared and a great deal of water cascaded down the hillside. Any substantial removal of trees could increase the risk of flooding and seriously jeopardise the safety of residents in the houses below.</p> <p>It was noted that the cycling provision in this area may be lost as a result of the proposed tree felling. Discussion centred around that the developer would need to obtain a felling license (which has not happened yet) and show that a forest management plan is in place, which would include replanting.</p> <p>It was agreed that there was insufficient information available about the proposals, for example, why is this being done and whether the trees will be replaced.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr the Revd Graham Kent    Unanimous</i></b></p> <p><b><i>RESOLVED: That the Assistant Town Clerk should write to CMBC (copying to Cllr S Patient) expressing concern about the proposal to remove trees from this area and to state that the planting was originally a CMBC initiative to stabilise the hillside and alleviate flooding.</i></b></p>
2022(D)022	<p><b><u>Item 13. Planning Requirements for Building and Signage in Conservation Areas in Todmorden and Mankinholes/Lumbutts/Stoodley – For Information</u></b> To identify the planning requirements in Conservation Areas</p>

	<p>Concern was expressed about the number of changes being implemented to shops in the Todmorden Conservation area, seemingly without planning consent, which are detrimental to its heritage and visual appearance. These include illuminated (sometimes flashing) signage and metal roller shutters.</p> <p>The Assistant Town Clerk reported that she had reported this to Calderdale and had asked for clarification of what actions in a Conservation area require planning permission but had not received a reply yet. She had also just reported the appearance of the new Vape shop on Halifax Rd which does not seem to have planning permission and yet several flashing illuminated signs and a metal roller shutter have been installed. The majority of the row of shops which include this one are grade 2 listed and the site is in the Todmorden Conservation area.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr P Taylor    Unanimous</i></b></p> <p><b><i>RESOLVED: That the Assistant Town ask the Town Clerk to include this issue in future meetings with senior managers at Calderdale</i></b></p>
2022(D)023	<p><b><u>Item 14. The Status of Traffic Issues in Cornholme – For Information</u></b></p> <p>To receive a verbal/written update from Cllr A Greenwood about actions concerning traffic issues in Cornholme</p> <p>Discussion centred around the ongoing serious traffic issues on Burnley Rd in Cornholme. Several approaches had been made to CMBC with little result. Finally, a site meeting with members, ward members and senior officers at CMBC had taken place before Christmas 2021. It was understood that actions would be taken by CMBC to reduce the speed limit between Windy Bridge and Portsmouth and to consider other actions. No response has been received to date.</p> <p>There is serious concern about the number of accidents that have happened in Cornholme/Portsmouth (5) to which the police have attended but which CMBC seem unaware. As the accident statistics have a significant bearing on the implementation of speed reduction measures it is important that the feedback process between the police and CMBC is robust.</p> <p>Mention was also made of the traffic problems on Lee Bottom Rd in Stoodley.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: That the Assistant Town Clerk write to Steven Lee (copying to senior management) to ask him to report on this by the end of February so that this can be considered at meeting of the Development Committee on 2 March 2022.</i></b></p>
2022(D)024	<p><b><u>Item 15. Recycling Collection Services – For Information/Action</u></b></p> <p>Written/verbal update</p> <p>It was noted that Covid19, the shortage of HGV drivers and the increased amount of recycling is causing the bin collection service schedule to be disrupted. CMBC is trying to address this with supply drivers but has advised that collections may not be made every week/fortnightly as scheduled but attempts are being made to prioritise future collections where these have been missed the week before.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr P Taylor    Unanimous</i></b></p> <p><b><i>RESOLVED: To receive the update</i></b></p>



2022(D)025	<p><b><u>Item 16. The Hotel Action Group (Lever St) Ideas for Seeking Monies From the Welcome Back Fund to Improve the Area Around the Lever St Car Park</u></b> To receive a written update</p> <p>Mr S Ralph said that he would be grateful for the support of Todmorden Town Council for the ideas of the Hotel Action Group to improve the look of Todmorden in the Lever St car park and other areas of the town. He said that the group had been originally set up to oppose the idea of there being a hotel on the Lever St car park but now that issue has been resolved they have been producing ideas to improve the look of that area as well as other areas in the town.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: That the Development Committee support the ideas put forward by the Hotel Action Group and delegate the Town Clerk to progress the bid for funding (particularly around the provision of benches)</i></b></p>
2022(D)026	<p><b><u>Item 17. Instability of houses on Halifax Rd – For Information</u></b> To receive a verbal update</p> <p>Due to time pressures this item has been postponed until the next meeting.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: That this item be added to the agenda for the meeting on 2 March 2022</i></b></p>
2022(D)027	<p><b><u>Item 18. Yorkshire Water presentation – For Information</u></b> To receive a verbal update</p> <p>Due to time pressures this item has been postponed until the next meeting.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: That this item be added to the agenda for the meeting on 2 March 2022</i></b></p>
2022(D)028	<p><b><u>Item 19. Hollins Mill – for Information</u></b> To receive a verbal update</p> <p>Due to time pressures this item has been postponed until the next meeting.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: That this item be added to the agenda for the meeting on 2 March 2022</i></b></p>
2022(D)029	<p><b><u>Item 20. Clarification of CMBC policies about response times – For Information</u></b> To receive a verbal update</p> <p>Due to time pressures this item has been postponed until the next meeting.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: That this item be added to the agenda for the meeting on 2 March 2022</i></b></p>
2022(D)030	<p><b><u>Item 21. Unsightly area near Station Approach in Portsmouth – For Information</u></b> To receive verbal update</p> <p>The Assistant Town Clerk reported that a reminder was sent about this issue, and it has been referred to the Enforcement Team. It was also reported that separately, a letter has been written to Townley Estates who own the freehold of the site.</p>

	<p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Unanimous</i></b></p> <p><b><i>RESOLVED: Update received</i></b></p>
2022(D)031	<p><b><u>Item 22. Late Item – Consultation for the Installation of Additional Mobile Masts by Vodaphone at Robinwood Country Stores</u></b></p> <p>The chair agreed that the late item (advised by the Clerk) should be taken.</p> <p><b><i>Proposed by Cllr S Martin    Seconded by Cllr A Greenwood    Vote – 9 for and 1 abstention (cllr the Revd G Kent</i></b></p> <p><b><i>RESOLVED: That the application be supported</i></b></p>
2022(D)032	<p><b><u>Item 23. Any Items for Discussion for a Future Agenda – For Information</u></b></p> <p>To notify the Clerk of any matters for inclusion on the agenda of the next or future meetings.</p> <ul style="list-style-type: none"> <li>• Brownfield sites</li> <li>• Yorkshire Water presentation (30 March 2022)</li> <li>• Hollins Mill</li> <li>• Clarification of CMBC policies about response times</li> <li>• Instability of houses on Halifax Rd</li> <li>• Follow-up invitation to give presentation about broadband supply in Cornholme area</li> <li>• Unsightly area near Station Approach in Portsmouth</li> <li>• The impact of the status of the Conservation areas in Todmorden and Lumbutts/ Mankinholes on the planning requirements for building and signage</li> <li>• The status of traffic issues in Cornholme</li> <li>• Review of flood emergency planning arrangements</li> <li>• Land opposite the Roebuck Pub in Portsmouth – entrance to the Town</li> <li>• Frostholve Mill</li> <li>• Presentation by Stephen Ralph, Welcome Back Fund</li> </ul>
2022(D)033	<p><b><u>Item 24. Date of the Next Committee Meeting – For Information</u></b></p> <p>To note the date of the next committee meeting scheduled for Wednesday 2, March 2022 at 7.30pm.</p> <p>The meeting ended at 9.30pm.</p>