

## TODMORDEN TOWN COUNCIL

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### MINUTES OF THE AMENITIES COMMITTEE MEETING Held in the Cockcroft Room, Todmorden Town Hall, Bridge Street, Todmorden, on Wednesday 19th February at 7:30pm

**Councillors Present:** D Skelton [Chair], M Holmstedt, C Potter,  
A H Greenwood, J Williams, P Taylor, M Taylor, M Carrigan.  
R Coleman-Taylor (substitute for M Doyle)

**Absent Councillors:** Cllrs M Doyle, L Needham, P Ripley, K White

**Observing Councillors:** None

**Officers:** Colin Hill – Town Clerk/RFO (minute taker)

**Members of the Public:** 5 including three representing grant/agenda items

*The Chair advised the meeting that a late grant application for Todmorden Orchestra would be considered and papers were circulated to Members.*

2019(A)106	<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 <i>Apologies received from Cllrs M Doyle, L Needham, K White, for reasons of college attendance, holiday and family illness Members agreed to receive their apologies and reasons.</i></p> <p><i>Proposed by Cllr C Potter and Seconded by Cllr J Williams Unanimous</i></p> <p><b>RESOLVED:-</b> <i>That the apologies of Cllrs M Doyle, L Needham, K White Cllr M Doyle and reasons for absence, college attendance, holiday and family illness be accepted.</i></p>
2019 (A)107	<p><b><u>Item 2 Declarations of Interests</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>Non-pecuniary interests declared in respect of direct and or family representation on bodies featuring on Agenda.</i></p> <p><i>Cllr M Taylor Town Twinning Association</i></p>

	<p><i>Cllr M Carrigan     Bowls Club</i>  <i>Cllr M Holmstedt    Todmorden Orchestra</i></p>
2019 (A)108	<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. Note: No resolutions can be under public participation.</p> <p><i>Todmorden In Bloom - Sheila Greenwood(Vice Chair of TIB) addressed the meeting to advise now in its 20<sup>th</sup> year and outlined the purpose of grant application- see item 7c. Currently they display 120 hanging baskets,70 Barrier Baskets and 25 Containers.</i></p> <p><i>They are also involved in “Its your neighbourhood Schemes” starting displays, for then Neighbourhoods to continue.</i></p> <p><i>Members were advised that Yorkshire In Bloom had nominated TIB to Tatton Garden show (20<sup>th</sup> to 26<sup>th</sup> July 2020 ) and they had been chosen to create a garden display 6m * 3m. Subject to Funding approval from Northern Rail, their aim is to produce a raised bed with two planting schemes and a central dry stone, the focal point on the wall will be a small replica of a local landmark called Stoodley Pike which stands on the top of the moorland. The blooming boarder will demonstrate that is it possible to merge moorland plants with traditional garden plants.</i></p> <p><i>Members collectively expressed their thanks to TIB for the wonderful displays they create and some individual suggestions for attention in specific areas were taken away by Sheila for consideration.</i></p> <p><i>Upper Calder Valley Renaissance – Stephen Curry – Trustee addressed the meeting to advise of this history behind the taking on of the Bellholme site and the purpose of the grant application – see Item 7d.</i></p> <p><i>Member made some suggestions regarding the potential of income generating sources and whilst this was acknowledged , they need to be able to get to the financial position of being able to employ a site manager to progress on a number of fronts , including income generation. The assistance sought from Todmorden Town Council is part of a wider scheme to eventually apply for Sport England funding</i></p> <p><i>A member of the public wished to query use of funding for Grant feedback item 8a and sought further information regarding use of travel expenses. The Town Clerk will respond in due course to this.</i></p> <p><i>He also queried the award for Item 8b as to whether this fell within the Grants Policy. The Chair advised that the award was not for the promulgation of faith but fell within the Grants funding policy.</i></p>
2019(A)109	<p><b><u>Item 4 Minutes</u></b></p> <p>To approve the minutes of the Amenities Committee meeting held on the 22nd January 2020</p> <p><i>Proposed by Cllr M Carrigan and Seconded by Cllr J Williams - Unanimous</i></p> <p><b>RESOLVED:-</b></p> <p><i>That the minutes of the Amenities Committee meeting held on the 22nd January 2020 be approved as a true record of proceedings and signed by the Chair.</i></p>

2019 (A)110	<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><i>Proposed by Cllr M Holmstedt and seconded by Cllr M Taylor</i> <span style="float: right;"><i>Unanimous</i></span></p> <p><b>RESOLVED:-</b></p> <p><i>That the agenda items for the meeting do not require the exclusion of the press and the public and that they be allowed to remain for the duration of the meeting.</i></p>						
2019(A)111	<p><b>Item 6. Bowls Club</b></p> <p>To receive representations from Members of the Bowling Club regarding affordability issues.</p> <p><i>Mark Fielden and Peter Carrigan addressed the meeting to express their concerns about increasing charges being passed for green maintenance by Calderdale MBC. This is making it extremely challenging to continue for the foreseeable future. As part of dealing with this there has been a merger of some clubs, but even after this, still only around 70 members.</i></p> <p><i>Members were sympathetic to the situation and made them welcome to approach the Committee for future grant funding. In the meantime, the Town Clerk has been asked to meet with the club to help them formulate a way forward and report back to the Committee in due course.</i></p>						
2019 (A)112	<p><b>Item 7 Existing Budget and Grant Applications</b></p> <p>To note the current budget before considering whether to approve the grant applications enclosed:</p> <p style="text-align: center;">Note: The Committee has the power to approve grant applications up to a maximum amount of £3,000 for any one individual application <b>but subject to being within the overall budget set by Full Council</b>. Any grants exceeding this threshold must be recommended to Full Council for approval.</p> <table border="1" data-bbox="343 1523 1465 1982"> <thead> <tr> <th data-bbox="343 1523 1008 1574">Applicant</th> <th data-bbox="1008 1523 1465 1574">Amount Requested</th> </tr> </thead> <tbody> <tr> <td data-bbox="343 1574 1008 1612"><b>7a Todmorden Town Twinning Association</b></td> <td data-bbox="1008 1574 1465 1612"><b>£445</b></td> </tr> <tr> <td colspan="2" data-bbox="343 1612 1465 1982"> <p>Grant requested to assist with costs in hosting guests from Roncq (France) Estimated Cost £1,023 TTTA arrange visits to places of interest in North of England and host a Farewell Evening. Visiting group between 30 to 50 members age ranges school children to Senior Citizens. Reciprocated visit on bi-annual basis. Local business benefit from event. Raises profile of Todmorden</p> <p><i>Proposed by Cllr J Williams and seconded by Cllr M Carrigan</i> <i>9 for annd 1 abstention - motion carried</i></p> </td> </tr> </tbody> </table>	Applicant	Amount Requested	<b>7a Todmorden Town Twinning Association</b>	<b>£445</b>	<p>Grant requested to assist with costs in hosting guests from Roncq (France) Estimated Cost £1,023 TTTA arrange visits to places of interest in North of England and host a Farewell Evening. Visiting group between 30 to 50 members age ranges school children to Senior Citizens. Reciprocated visit on bi-annual basis. Local business benefit from event. Raises profile of Todmorden</p> <p><i>Proposed by Cllr J Williams and seconded by Cllr M Carrigan</i> <i>9 for annd 1 abstention - motion carried</i></p>	
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2019(A)113	<b>RESOLVED:-</b> That an award of £445 be made to the Todmorden Town Twinning Association to assist with costs in hosting guests from Roncq (France).	
	<b>Applicant</b>	<b>Amount Requested</b>
	<b>7b St Marys Church Rochdale Road</b>	<b>£900</b>
	Purchase of TV and Stand to enable children to use Playstation Wii and other activities such as films.	
	Youth Club – helping transition from Primary into Secondary School – assist with Mental Health.	
	<i>Cllr A Greenwood advised that he did not support the award of Grant monies to any religious concern as wished the Town Council to remain secular in this approach.</i>	
	<i>Other Members supported the application as an alternative assistance towards youth provision, especially given concerns about the future of the existing service based at the Community college.</i>	
	<i>Proposed by Cllr C Potter and seconded by Cllr R Coleman- Taylor</i>	
	<i>9 for and 1 objection - motion carried</i>	
	<b>RESOLVED:-</b> That an award of £900 be made to St Marys Church for the Purchase of a TV and Stand	
2019(A)114	<b>Applicant</b>	
	<b>Amount Requested</b>	
	<b>7c Todmorden in Bloom</b>	<b>£4,660</b>
	Watering for the summer season £2,500, 9 hanging baskets at Peace Garden £360, cost for plants £1,400, Annual Garden competition evening £400	
	Supporting whole population of Todmorden by enhancing appearance of town.	
	Other grant application in course of being submitted for refurbishment of broken benches, plus various fundraising	
	<i>Proposed by Cllr C Potter and seconded by Cllr R Coleman- Taylor</i>	
	<b>RESOLVED:</b> That the Grant Application for £4,660 be forward to Full Council for approval with the recommendation of the Amenities Committee to award in full.	
2019(A)115	<b>Applicant</b>	
	<b>Amount Requested</b>	
	<b>7d Upper Calder Valley Renaissance</b>	<b>£2,689</b>
	Urgent need for two Health/Safety and security items of work on the site.	
	Safety and security fencing for junior pitch and newly reclaimed drainage pitch.	
	Benefit of providing permanent structure is to enable self-income generation through advertising and securing site from domestic and farm animals straying on to site.	

Sewerage pumping system does not work. Assessment needed from which a larger grant application will be made to Sports England. Without assessment funding cannot progress Sports England application.

Not for profit social enterprise.  
 All activities based on getting to stage of larger grant applications to provide improved facilities and widening use.  
 Local sports clubs have opportunity to use Bellholme site.  
 Todmorden junior Football club immediate beneficiaries.

Project direct cost £3,209 volunteer time £7,500

*Proposed by Cllr A Greenwood and seconded by Cllr P Taylor Unanimous*

**RESOLVED:** That an award of £2,689 be made to Upper Calder Valley Renaissance to assist with security of the site and an assessment of the condition of the sewage pumping system.

2019(A)116

Applicant	Amount Requested
<b>7e Todmorden Orchestra</b>	<b>£732.04</b>
<p>Sat 21<sup>st</sup> and sun 22<sup>nd</sup> March Hire of Town Hall for Concert</p> <p><i>Proposed by Cllr M Taylor and seconded by Cllr A Greenwood Unanimous</i></p> <p><b>RESOLVED:</b> That an award of £732.04 be made to the Todmorden Orchestra for the hire of the Town Hall.</p>	

**Item 8. Grant Feedback Forms**  
 To receive the grant feedback forms inclusive of any audit expenditure receipts. The committee may request to recover any underspent grant funds previously authorised or may approve use of underspends to be allocated to another project.

2019(A)117

Organisation	Grant amount	Town Hall hire refund amount	Amount used	Underspend
<b>8a. Calderdale Friends of Dorothy</b>	<b>£1500</b>	<b>N/A</b>	<b>£659.60 – midway through project</b>	<b>£390 – see proposals for replacement spend</b>

Membership increased by 50%. 80 local older women able to benefit from membership. Programme of regular activities to combat social isolation and ill health, developing further programmes for accident and or ill health, environment group and local exchange and trading group. All members to benefit from housing and social care needs research which will be shared with providers and used to inform services and provision locally.

Shared offices with others, so no need to pay for PO Box. Other savings made by obtaining second hand equivalent.

Request redirect underspend of £390 towards assist their growth include purchase of projector and flip chart stands and pads for training

Organisation	Grant amount	Town Hall hire refund amount	Amount used	Underspend
<b>8b. Todmorden Interfaith Chaplains</b>	<b>£220</b>	<b>N/A</b>	<b>£220</b>	<b>Nil</b>

Able to grow number of Chaplains. Uniform provision, lanyards and badges to assist with identification. Payment of insurance.

Cover both indoor and outdoor markets, Medical Centre, space in Honest Johns, working with Morrisons staff and William Hill betting shop.

Volunteer time 420 hours per year per volunteer \* 6

Organisation	Grant amount	Town Hall hire refund amount	Amount used	Underspend
<b>8c. Todmorden In Bloom</b>	<b>£5,250</b>	<b>N/A</b>	<b>£5,250</b>	<b>Nil</b>

Summer and Autumn planting,£2500 watering, new baskets £360,Plants £950,Garden competition £350,

Lamp post renovation proposed at £1090, costs covered by CMBC and therefore funds redirected to repair three benches with that funding.

*All residents and businesses benefit from floral displays promoting appearance of town. TIB gained Silver Gilt award form RHS Yorkshire in Bloom*

*Volunteer time circa £1112*

*Proposed by Cllr M Carrigan and seconded by Cllr R Coleman – Taylor Unanimous*

*To receive and approve the feedback forms.*

2019(A)118

**Item 9 Grant Policy supporting information**

To consider supporting documentation for approval.

*Members were advised of some minor grammatical changes to make to some parts of the form easier to read and understand, had been discussed by the Town Clerk with Cllr M Holmstedt, and would be amended accordingly. A final version will be sent to Members of this Committee for information.*

*Cllr M Holmstedt raised a query regarding how we would treat “information gatherings” such as political hustings, in terms of awarding the cost of room hire through this process to groups, that may independently wish to organise such meetings of general public interest.*

*The Town Clerk advised that the aims and ambitions of reviewing the whole grant process, was to encourage greater contribution over time from Grant applicants and to encourage them to be more sustainable. He felt the grants process was not the correct vehicle for this,*

	<p><i>but that a separate budget could be allocated towards assisting the hire of rooms, if in the public interest to hold such a meeting.</i></p> <p><i>It was agreed that the Town Clerk would give this further consideration.</i></p> <p><i>It was also confirmed that the application forms already include reference to the need to acknowledge the Town Councils assistance.</i></p> <p><i>Proposed by Cllr M Carrigan and seconded by Cllr J Williams      Unanimous</i></p> <p><b>RESOLVED:-</b> <i>That the Grant Form be accepted and that the Town Clerk now proceed to agree the content of a covering letter with the Chairman, and to then write to all previous grant applicants, to advise of the new basis of grants going forward, and that the web site be updated with the new Policy and Forms.</i></p>
2019(A)119	<p><b>Item 10 Tour De Yorks</b></p> <p>To receive any updates from Members who may be involved in planning discussions and to consider how the Town Council could assist in helping Todmorden benefit from this event</p> <p><i>Cllr P Taylor updated members on issues such as bike storage, A meeting is to be held at Hebden Bridge Town Hall 24<sup>th</sup> Feb 6pm.</i></p> <p><i>That Todmorden Information Centre has put up an additional page on the web site.</i></p> <p><i>Cllr P Taylor will act as our spokesperson on these issues and feedback to the next meeting any further information.</i></p> <p><i>Member raised concerns regarding signage to promote the Folk Festival that is on at the same time and agreed a contribution of up to £100 to be given in this respect.</i></p> <p><i>Proposed by Cllr D Skelton and seconded by Cllr M Carrigan      Unanimous</i></p> <p><b>RESOLVED;</b> <i>That an amount of up to £100 be used toward promotional signage for the Folk Festival and that the Town Clerk write to Steven Lee of Calderdale MBC to request consideration be given to inclusion within the signage for reference to Todmorden Folk Festival.</i></p>
2019(A)120	<p><b>Item 11. Walsden Library</b></p> <p>To receive any update relating to alternative provision</p> <p><i>The Chair updated Members that Calderdale Facilities Management had visited the Bowling Pavilion and advised that neither the access or the building are suitable for use as a public library.</i></p> <p><i>A further meeting had been arranged with the operators of the elderly persons complex in Walsden to establish whether there is an opportunity to site a library there.</i></p> <p><i>The Town Clerk will follow this up.</i></p>
2019 (A)121	<p><b><u>Item 12 - Register of Outstanding items.</u></b></p> <p>To receive an update of outstanding items.</p> <p><i>Members noted the register</i></p>
2019(A)122	<p><b><u>Item 13. Correspondence</u></b></p>

	<p>To receive and consider any items of correspondence.</p> <p><i>None received</i></p>
2019 (A)123	<p><b><u>Item 14– 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>• <i>Festive Lights</i></li> <li>• <i>Wheelspark update</i></li> <li>• <i>Tour de Yorks</i></li> </ul>
2019 (A) 124	<p><b><u>Item 15 – Date of the Next Committee Meeting</u></b></p> <p>The date of the next committee meeting was noted – Wednesday 1<sup>st</sup> April 2020 at 7.30pm, Todmorden Town Hall.</p> <p>There being no further business, the Chair closed the meeting at 8.50 pm</p>