

Item 5 – Full Council,  
14<sup>th</sup> December 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> November 2022 at 7.30pm

**Councillors present:** - Cllrs P Taylor, S Martin, P Ripley, A Hollis, M Holmstedt, J Turner, D Skelton, L Levick, A H Greenwood, S Press, M Taylor, J Williams, L Thorpe, L Needham, N Stocks and G Kent

**Officers:** Ms N Crewe (Town Clerk/Minute Taker)

**Members of the Public:** None

FC(2022)093	<p><b>1. Apologies for Absence - Decision required</b> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.</p> <p><i>Apologies were received from Cllrs M Carrigan.</i></p> <p><b>Proposed</b> by Cllr A H Greenwood <b>Seconded</b> by A Hollis <span style="float: right;"><b>Unanimously Approved</b></span></p> <p><b>RESOLVED:</b> That the apologies of Cllrs M Carrigan (Prior Commitment) and their reasons for absence are accepted.</p> <p><i>Absent: K White</i></p>
FC(2022)094	<p><b>2. Declarations of Interests</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>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.</i></p> <p><i>No declarations received</i></p>
FC(2022)095	<p><b>3. Public Participation – Information only</b> To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.</p> <p><i>Note: No resolutions can be under public participation</i></p>

	<i>No public requested to address the Council.</i>
FC(2022)096	<p><b>4. Exclusion of Press and Public - Public Bodies (admission to meetings act) 1960 - Decision required</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 D Skelton    Seconded by Cllr M Taylor                      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That any Members of the public and or press attending during the meeting be welcomed to stay for all items on the agenda.</i></p>
FC(2022)097	<p><b>5. Minutes – Decision required</b></p> <p>To approve the minutes of the Town Council meeting held on 19<sup>th</sup> October 2022.</p> <p><b>Proposed by Cllr A Hollis      Seconded by Cllr P Taylor                      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That the minutes of the Town Council meetings held on the 19<sup>th</sup> October 2022 be accepted as a true record and signed by the Chairman as such</i></p>
FC(2022)098	<p><b>6. Committee Minutes – Information only</b></p> <p>To confirm the receipt of approved/draft committee minutes previously circulated and to receive them.</p> <p>6a      Development Committee 9<sup>th</sup> November 2022 Draft</p> <p><b>Proposed by Cllr S Martin    Seconded by Cllr L Levick                      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That minutes of the Committee meetings as specified above be received en bloc.</i></p>
FC(2022)099	<p><b>7. Financial Position – Information only</b></p> <p>To receive a financial statement as of 8<sup>th</sup> November 2022.</p> <p>7a      Financial Summary 7b      Balance Sheet 7c      Detailed Commitments and Budgets</p> <p><b>Proposed by Cllr D Skelton    Seconded by Cllr P Taylor                      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That Members received the above information en bloc and thanked the Clerk for her work.</i></p>
FC(2022)100	<p><b>8. Schedule of Payments – Decision required</b></p> <p>To receive and approve a schedule of 28 payments made between 8<sup>th</sup> October 2022 and the 8<sup>th</sup> November 2022 totaling £28,895.50.</p> <p><b>Proposed by Cllr D Skelton    Seconded by Cllr P Taylor                      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That the schedule of payments consisting of 28 payments made between 8<sup>th</sup></i></p>

	<p>October 2022 and the 8<sup>th</sup> November 2022 totaling £28,895.50 <i>is approved and signed by the Chair and one other Town Councillor.</i></p>
FC(2022)101	<p><b>9. Office Move update – information only</b> To receive an update on the office move to Todmorden Town Hall.</p> <p><i><b>Proposed</b> by Cllr P Taylor    <b>Seconded</b> by Cllr M Taylor                      <b>Unanimously Approved</b></i></p> <p><i><b>RESOLVED:</b> That Members noted that the Officers are now based in the Town Hall and are in the process of installing a video doorbell so that people can contact them while they are in the office. Members wished to thank the team for their hard work in making this happen.</i></p>
FC(2022)102	<p><b>10. Appointment of External Auditor for 2020-23 to 2026-27 – Information only</b> To confirm the Auditor appointment for smaller authorities for the five financial years from 2022-23 to 2026-27 by SAAA.</p> <p><i><b>Proposed</b> by Cllr P Taylor    <b>Seconded</b> by Cllr M Taylor                      <b>Unanimously Approved</b></i></p> <p><i><b>RESOLVED:</b> Members noted the appointment of the external Auditor PKF Little Johns for the next five years for Todmorden Town Council.</i></p>
FC(2022)103	<p><b>11. Draft Schedule of meetings for 23/24 - For decision</b> To receive a draft schedule of meeting for 23/24</p> <p><i><b>Proposed</b> by Cllr D Skelton    <b>Seconded</b> by Cllr J Williams                      <b>Unanimously Approved</b></i></p> <p><i><b>RESOLVED:</b> That Members accepted the proposed schedule of meetings for 2023-2024.</i></p>
FC(2022)104	<p><b>12. Correspondence received – For Information</b> To receive and consider any items of correspondence</p> <p><i>No correspondence received.</i></p>
FC(2022)105	<p><b>13. Update Completed and Outstanding Work progress – Information only</b> To receive an update of project work outstanding and proposals for the handover of outstanding projects.</p> <p>13a    Outstanding projects/work relating to the Clerk 13b    Completed projects/work competed relating to the Clerk</p> <p><i><b>Proposed</b> by Cllr M Taylor    <b>Seconded</b> by Cllr A Hollis                      <b>Unanimously Approved</b></i></p> <p><i><b>RESOLVED:</b> Members received and noted the above information en bloc and thanks the Town Clerk for her hard work and professionalism.</i></p>
FC(2022)106	<p><b>14. Items for a Future Agenda</b></p> <ul style="list-style-type: none"> <li>• To consider the regularity of Gully cleaning &amp; how many vehicles CMBC have doing this job.</li> <li>• To contact the mosque about interfaith events.</li> </ul>

	<ul style="list-style-type: none"> <li>• Mayors Allowance Policy</li> <li>• Report about the quarterly meetings with CMBC</li> <li>• Cost of living event update report</li> <li>• Cost of living discussion – warm spaces</li> <li>• Receive a report from Cllr N Stocks &amp; Cllr M Holmstedt from the Patients Participation Group</li> <li>• Climate Emergency Committee</li> <li>• Healthy Minds (awaiting a report form a Councillor for this to go to Resources)</li> </ul>
FC(2022)107	<p><b>15. Date of the next Town Council meeting</b>  To note the date of the next Meeting of the Town Council will be the 14<sup>th</sup> December 2022 commencing at 7.30pm.</p>
	<p><b>Meeting closed at 7.46pm.</b></p>