

Item 6 – Full
Council, 13th July
2022

TODMORDEN TOWN COUNCIL

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MINUTES OF A MEETING OF TODMORDEN TOWN COUNCIL Held at Todmorden Town Hall, Wednesday 15th June 2022 at 7.30pm

Councillors present: - Cllrs P Taylor, K White, S Martin, A H Greenwood, P Ripley, A Hollis, J Williams, M Holmstedt, M Carrigan, J Turner and S Press

Officers: Ms N Crewe (Town Clerk/Minute Taker) and Mr. C Hill (Project Manager)

Members of the Public: P Warhurst and six members of the public.

2022(FC)030	<p>1. Apologies for Absence - Decision required</p> <p>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 D Skelton, M Taylor, R Coleman- Taylor, The Revd. G Kent, K White and L Thorpe (Mayor).</i></p> <p>Proposed by Cllr M Carrigan Seconded by Cllr J Williams <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the apologies of Cllrs D Skelton (prior commitment), M Taylor (Family Commitments), R Coleman- Taylor (health reasons), The Revd. G Kent (Prior Commitment), L Thorpe (Mayor) (Prior Commitments), and their reasons for absence are accepted</i></p> <p><i>Absent: Cllrs L Needham and L Levick</i></p>
2022(FC)031	<p>2. Declarations of Interests</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>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>
2022(FC)032	<p>3. Public Participation – Information only</p> <p>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> <p><i>No public requested to address the Council at this time.</i></p>						
2022(FC)033	<p>4. Exclusion of Press and Public - Public Bodies (admission to meetings act) 1960 - Decision required</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 S Martin Secoded by Cllr P Taylor Unanimously Approved</i></p> <p>RESOLVED: <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>						
2022(FC)034	<p>5. Minutes – Decision required</p> <p>To approve the minutes of the Town Council meeting held on 11th May 2022.</p> <p><i>Proposed by Cllr A Hollis Secoded by Cllr S Martin Unanimously Approved</i></p> <p>RESOLVED: <i>That the minutes of the Town Council meetings held on the 11th May 2022 be accepted as a true record and signed by the Chairman as such</i></p>						
2022(FC)035	<p>6. Committee Minutes – Information only</p> <p>To confirm the receipt of approved/draft committee minutes previously circulated and to receive them.</p> <table style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">6a</td> <td style="padding-right: 20px;">Development Committee 25th May 2022</td> <td>Draft</td> </tr> <tr> <td>6b</td> <td>Resources Committee 8th June 2022</td> <td>Draft</td> </tr> </table> <p><i>Proposed by Cllr S Martin Secoded by Cllr P Taylor Unanimously Approved</i></p> <p>RESOLVED: <i>That minutes of the Committee meetings as specified above be received en bloc.</i></p>	6a	Development Committee 25 th May 2022	Draft	6b	Resources Committee 8 th June 2022	Draft
6a	Development Committee 25 th May 2022	Draft					
6b	Resources Committee 8 th June 2022	Draft					
2022(FC)036	<p>7. Towns Deal Project – Information only</p> <p>To receive an update from Pam Warhurst on the Towns Deal Board projects.</p> <p><i>Proposed by Cllr P Taylor Secoded by Cllr J Williams Unanimously Approved</i></p> <p>RESOLVED: <i>That Members noted the update and thanked Pam Warhurst for her update. Members also asked that Pam thanked the team that are working hard to take this project forward.</i></p>						
2022(FC)037	<p>8. Town Deals Centre Vale Project - Information only</p> <p>To receive an update from the Project Manager regarding the Centre Vale Park Projects</p> <p><i>Proposed by Cllr M Carrigan Secoded by Cllr P Ripley Unanimously Approved</i></p> <p>RESOLVED: <i>That Members noted the update and thanked the Project Manager for his continual work on this project.</i></p>						

2022(FC)038	<p>9. Towns Deal Centre Vale Park Project Update – For Decision</p> <p>To receive a report from the Resources Committee seeking approval to assuming land ownership for the Centre Vale Park Land Towns Deal projects and to act as principal grant applicants to secure shortfall funding.</p> <p><i>Proposed by Cllr S Martin Seconded by Cllr M Carrigan Unanimously Approved</i></p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That Todmorden Town Council “in principle” agrees to assume land ownership of each individual project, except for the Fielden Hall Project, whether in its own right, or in partnership with any and or all of the individual groups/organisations but subject to:- <ul style="list-style-type: none"> • an acceptable level of risk in relation to the return of ownership to Calderdale MBC should post construction any of the projects fail. • Appropriate Management agreements /underleases to groups • Report back to Resources Committee once the legal basis has been agreed with Calderdale MBC including Heads of Terms / Lease Terms and Conditions. 2. That Todmorden Town Council takes forward the role of grant applicant(s) whether in its own right, or in partnership with any and or all of the individual groups/organisation subject to: <ul style="list-style-type: none"> • An assessment of risk and financial exposure in relation to underlying terms of each grant to be applied for and subsequently awarded. • Agreement by the Town Clerk as Proper Officer, in consultation with the Chair of Resources to submit grant applications on behalf of the Town Council. 3. That an Earmarked Reserve of £10,000 is created by transfer from the Community Development EMR to an EMR entitled Centre Vale Park Town Deal Project Reserve. 4. That advice regarding the most appropriate “vehicle(s) through which to take forward these proposals, and where payment is required for such advice to charge against the Town Deals Earmarked Reserve already in place 5. That the balance of the Town Deal Earmarked Reserve of £4,156 is released into revenue budget. 6. That consideration be given to establish a revenue budget provision of £25,000 from 2023/24 7. That the current Project Manager contract be converting into as Causal Contract as required to support this project and take it forward.
2022(FC)039	<p>10. Financial Position – Information only</p> <p>To receive a financial statement as of 8th June 2022.</p> <p>10a Financial Summary 10b Balance Sheet</p> <p><i>Proposed by Cllr S Martin Seconded by Cllr P Taylor Unanimously Approved</i></p>

	<p>RESOLVED: That Members received the above information en bloc</p>
2022(FC)040	<p>11. Schedule of Payments – For decision To receive and approve a schedule of 29 payments made between 6th May and 8th June 2022 totaling £24,370.42.</p> <p><i>Proposed by Cllr J Turner Seconded by Cllr P Taylor Unanimously Approved</i></p> <p>RESOLVED: That the schedule of payments consisting of 29 items totalling £24,370.42 is approved and signed by the Chair and one other Town Councillor.</p>
2022(FC)041	<p>12. Awards Policy – Decision required To receive a draft policy relating to Awards that Todmorden Town Council presented for approval and adoption.</p> <p><i>Proposed by Cllr P Taylor Seconded by Cllr M Carrigan Unanimously Approved</i></p> <p>RESOLVED: That Todmorden Town Council adopts the Awards Policy recommended and present to Full Council.</p>
2022(FC)042	<p>13. John Fielden Statue – Decision required To receive recommendations on the plaque for the John Fielden statue from the Resources Committee.</p> <p><i>Proposed by Cllr P Taylor Seconded by Cllr P Ripley Unanimously Approved</i></p> <p>RESOLVED: That the Plaque is not taken forward and that Officers Contact Calderdale to request cleaning & restoration of the Statue and the current text be made more legible.</p>
2022(FC)043	<p>14. Operational Risk Assessments and H & S Policies - Decision required To receive a suite of operational risk assessments and Health and Safety Policies relating to Todmorden Town Council recommended for adoption by the Resources Committee.</p> <p><i>Proposed by Cllr S Martin Seconded by Cllr J Williams Unanimously Approved</i></p> <p>RESOLVED: That Full Council approve the presented Operational Risk assessments and Health and Safety Policies and that the Town Clerk review them as required and only bring them back to Council if there is a material change to them.</p>
2022(FC)044	<p>15. Upgrade to IT Systems – Decision required To receive a report from the Resources Committee on the IT systems upgrades.</p> <p><i>Proposed by Cllr P Taylor Seconded by Cllr P Ripley Unanimously Approved</i></p> <p>RESOLVED: That Members agreed the proposed IT upgrades to the system and authorise the Town Clerk to take this project forward and use the IT Upgrade EMR to cover the costs associated with the upgrade.</p>
2022(FC)045	<p>16. Todmorden Flood Management Plan To receive and approve the recommend Todmorden Flood Management Plan from the</p>

	<p>Development Committee.</p> <p>Proposed by Cllr S Martin Seconded by Cllr P Taylor Unanimously Approved</p> <p>RESOLVED: <i>That Members approved the Todmorden Flood Management Plan.</i></p>
2022(FC)046	<p>17. Poverty within Todmorden – Decision required</p> <p>To receive recommendations on How Todmorden Town Council can work with the Community to tackle poverty in Todmorden from the Resources Committee.</p> <p>Proposed by Cllr J Turner Seconded by Cllr P Taylor Unanimously Approved</p> <p>RESOLVED: <i>That the following actions be taken forward by the Town Council:</i></p> <ol style="list-style-type: none"> 1. Ensure people can easily find information about where they can get help on the Town Council’s website. 2. Maintain a list of organisations supporting people in need and update annually. 3. Facilitate sharing of information amongst voluntary groups by disseminating information from one group to the network within the Council’s GDPR Policy and the legislative requirements. 4. Hold a networking event for voluntary and other organisations working with people in need in Todmorden in order to: <ol style="list-style-type: none"> a) thank organisations, and all their volunteers, for the work they do to support our local community b) encourage and facilitate closer working together c) identify any actions that the Town Council can take to support the work of the organisations 5. Disseminate information and deadlines about funding opportunities directly from the Town Council, from organisations that the Town Council is represented on, or any other funding opportunities. 6. Request that Todmorden Town Council should have a representative on the Calderdale Anti - Poverty Strategy group.
2022(FC)047	<p>18. Correspondence received – For Information</p> <p>To receive and consider any items of correspondence</p> <p>18a. Modern Slavery Training</p>

	<p>Proposed by Cllr J Williams Seconded by Cllr P Taylor <i>Unanimously Approved</i></p> <p>RESOLVED: That Members wish to attend this training and request Officers arrange a couple of dates for Members to attend. Members also asked if this could be opened up to other organisations within Todmorden.</p>
2022(FC)048	<p>19. Items for a Future Agenda</p> <ul style="list-style-type: none"> - Review of the Councils standing Orders <p>Resources</p> <ul style="list-style-type: none"> - An invite to Patients Participation Group for a report by Cllr M Holmstead.
2022(FC)049	<p>20. Date of the next Town Council meeting</p> <p>To note the date of the next Meeting of the Town Council will be the 13th July 2022 commencing at 7.30pm.</p> <p>Meeting closed at 8.38pm</p>