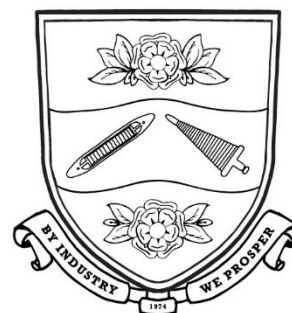


TODMORDEN TOWN COUNCIL

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MINUTES OF A MEETING OF RESOURCES COMMITTEE OF TODMORDEN TOWN COUNCIL

Held remotely on
Wednesday 24th February 2021 at 7:30pm

Councillors present: - Cllrs D Skelton (Chair) S Martin (Vice-Chair) Mayor (ex officio) R Coleman- Taylor, M Carrigan, P Ripley, M Holmstedt, M Taylor, A H Greenwood, A Hollis P Taylor, M Doyle ,

Councillors absent: - K White, T Roberts

Officers: Colin Hill Town Clerk and RFO (minute taker)

Members of the Public: Lisa Raynor Partnership Manager and Inspector Ben Doughty re Item6 Cynthia Murray and Richard Storah re Item 7 , Sheila Greenwood – Item13a , Richard Peters – Item 13b Katrina Heath – Item 13c, Derek Davies – Item 13d , Paul Hughes not speaking to any item.

2020(RC)058	<p><u>ITEM 1b. Apologies for Absence</u> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting noting substitutions at late notice will be allowed.</p> <p><i>Proposed by Cllr P Taylor and Seconded by Cllr R Coleman - Taylor Unanimous</i></p> <p>RESOLVED: <i>That the apologies of Cllr K White be accepted for reasons of medical grounds</i></p>
2020(RC)059	<p><u>ITEM 2. Declarations of Interest</u> 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>None declared</i></p>
2020(RC)060	<p><u>ITEM 3. Public Participation</u> 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><i>The following Representatives for Grant Applications were present to speak to their applications under Item 13.</i></p>

	<p><u>Sheila Greenwood – Todmorden in Bloom</u></p> <p>Asking for money to support 130 floral basket displays and watering costs, which given extent of work involved cannot also water all. Selected again to submit garden for Tatton show- theme “lovers in Todmorden. After show, garden will be displayed on Platform 1 at Railway Station. Still waiting outcome of grant application to Northern Rail to support this entry. Ready to start works on Shade garden. As part of RHS Neighbourhood Competition working on 4 garden areas in and around Todmorden.</p>
	<p>Richard Peters – CROWS</p> <p>Asking for money to support continued early attention to pathway issues reported by public. Funded up front enables them to do this. Priority involvement in Centenary Walk</p>
	<p>Katrina Heath – in the Park Productions</p> <p>Outdoor interactive performances for families – create pieces in community through minimum 9 workshops with the theme “transformation” prior to actual performances. Advised that CMBC will not award ward forum grant at moment because of Covid and events lockdown. In separate series of events will create own adventure book and depending upon which entry route taken will lead to a different experience. A unique way in presenting theatre. Venues yet to be decided.</p>
	<p><u>Derek Davies – Rotary</u></p> <p>Event 2 wheel- tod to promote cycling in and around Todmorden. Event to be held 22nd August and co firmied to be held Todmorden High School Grounds . Three pronged – families cycling together, town cycling event and promotion to serious cyclist. Bikeability Calderdale supporting with up to 50 bikes for use by public on the day.</p>
2020(RC)061	<p><u>ITEM 4. Minutes</u></p> <p>To approve the minutes of the Resources Committee held on the 2nd December 2020 and 14th December 2020.</p> <p>Proposed by Cllr A Hollis Seconded by Cllr A H Greenwood Unanimous</p> <p>RESOLVED: - That the minutes of the 2nd and 14th December 2020 be accepted as a true record.</p>
2020(RC)062	<p><u>ITEM 5. Exclusion of Press and Public – Public Bodies (Admission to Meetings Act) 1960</u></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>Proposed by Cllr M Taylor and seconded by Cllr M Holmstedt Unanimous</p> <p>RESOLVED: That any member of the public or press be welcome to stay for all of the items of the Agenda</p>
2020(RC)063	<p><u>ITEM 6. Todmorden PCSO’s Update – Decision Required</u></p> <p>To receive an update from the Partnership Officer Lisa Raynor and Inspector Ben Doughty and to consider their request for grant funding for 2021/22 (figure to be advised) and recommendation to be made to Town Council.</p> <p>Lisa Raynor Partnership Manager and Inspector Ben Doughty addressed the meeting.</p>

Presentation highlights – presentation will be placed on to web site for full detail.

Covid impacted year leading to move away from usual activity associated with daytime and evening economy re anti-social behaviour issues.

Key matters

Crime	PCSOs
<ul style="list-style-type: none"> • Overall Crime Down By 0.7% • Burglary Dwelling down 66% • Hate Crime Up by 4% (lower than District Increase of 16%) • Multi-Million pound cannabis farm – community intelligence • 3rd largest drop in Burglary 	<ul style="list-style-type: none"> • David received an Assistant Chief Constables Commendation for Bravery • 0 days lost to sickness • No Major abstractions

YTD Period: April to January	Todmorden		
	2019/20	2020/21	% Change
Total recorded crime	951	944	-0.7%
Burglary - residential	57	19	-66.7%
Theft of motor vehicle	18	20	11.1%
Theft from motor vehicle	53	19	-64.2%
Assault with injury	94	89	-5.3%

Ongoing Work

- Darker nights and Burglary Campaign
- Ongoing Road Safety work
- Off Road Bikes
- ASB – Town Centre and Centre Vale Park
- Flood response – Partnerships
- Number of Crime Prevention Roadshows around COVID
- Joint working with local authority:
 - ASB
 - Licensing
 - Flooding

Members thanked Inspector Doughty for his comprehensive overview.

Proposed by Cllr M Taylor Seconded by Cllr A H Greenwood Unanimous

RESOLVED: -

	<p>Proposed by Cllr M Taylor Seconded by Cllr S Martin Unanimous</p> <p>RESOLVED: - <i>To receive en- bloc Items 9a to 9e and that the Clerk liaise with Cllr M Taylor to undertake a cash reconciliation as at end of Feb 2021.</i></p>																																				
2020(RC)067	<p>ITEM 10 Schedule of Payments- Decision Required To receive a schedule of 8 payments made between 10th February 2021 and 15th February 2021, totalling £13,012.88.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr M Carrigan Unanimous</p> <p>RESOLVED: - <i>That the schedule of 8 payments made between 10th February 2021 and 15th February 2021, totalling £13,012.88 be authorised and duly signed.</i></p>																																				
2020(RC)068	<p>ITEM 11. Estimated Year end Outturn and carry overs – Decision Required To receive a report estimating the year -end outturn and recommended carry overs of unspent but committed budgets, and in year underspend adjustments and to recommend a Movement of £5000 into the Elections Earmarked Reserve.</p> <p><i>Member considered the report and supported the various movements outlined.</i></p> <p><i>Proposed by Cllr M Carrigan Seconded by Cllr A Hollis Unanimous</i></p> <p>RESOLVED: - <i>That Members agree the set of proposed in year savings and commitments and authorise the Town Clerk to make the necessary budget adjustments and or virements including the movement of £5,000 to the Election Earmarked Reserve and to effect the proposed carry overs into the 2021/22 budget.</i></p>																																				
2020(RC)069	<p>ITEM 12. Grant Awards feedback – Information and Decision re Item 12d To receive any feedback on the current policy and process.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Ref</th> <th style="width: 40%;">Applicant</th> <th style="width: 15%;">Amount awarded</th> <th style="width: 35%;">Purpose</th> </tr> </thead> <tbody> <tr> <td>12a</td> <td>Friends of Centre Vale Park</td> <td>£678.50</td> <td>Booklet</td> </tr> <tr> <td colspan="4">Members noted the feedback.</td> </tr> <tr> <td>12b</td> <td>Empowered People</td> <td>£1500</td> <td>Promotion of and building of bespoke adapted cycles for mobility use.</td> </tr> <tr> <td colspan="4">Members noted the feedback.</td> </tr> <tr> <td>12c</td> <td>CROWS</td> <td>£1000</td> <td>General countryside repairs on rights of way</td> </tr> <tr> <td colspan="4">Members noted the feedback.</td> </tr> <tr> <td>12d</td> <td>Todmorden In Bloom</td> <td>£4660</td> <td>Town Centre baskets and planting and other and request to retain the underspend £438.47 toward shade garden works.</td> </tr> <tr> <td colspan="4">Members noted the feedback and agreed to support their request to retain the underspend £438.47 toward shade garden works.</td> </tr> </tbody> </table>	Ref	Applicant	Amount awarded	Purpose	12a	Friends of Centre Vale Park	£678.50	Booklet	Members noted the feedback.				12b	Empowered People	£1500	Promotion of and building of bespoke adapted cycles for mobility use.	Members noted the feedback.				12c	CROWS	£1000	General countryside repairs on rights of way	Members noted the feedback.				12d	Todmorden In Bloom	£4660	Town Centre baskets and planting and other and request to retain the underspend £438.47 toward shade garden works.	Members noted the feedback and agreed to support their request to retain the underspend £438.47 toward shade garden works.			
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12e	Handmade Parade	£2,900	Windows on the World project
Members noted the feedback.			

Proposed by Cllr A H Greenwood and Seconded by Cllr M Carrigan Unanimous

RESOLVED: That the feedback be noted, the web site updated with the feedback and that Todmorden in Bloom be allowed to retain their underspend of £438.47 to put towards Shade garden works.

ITEM 13. Grant Applications – Decisions Required

To note the current budget before considering whether to approve any grant applications enclosed:

Note: The Committee has the power to approve grant applications up to a maximum amount of £3,000 for any one individual application **but subject to being within the overall budget set by Full Council.** Any grants exceeding this threshold must be recommended to Full Council for approval.

Ref	Applicant	Amount Requested	Purpose
13a	Todmorden in Bloom	£4,655	Town Centre baskets and planting and misc other activities

2020(RC)070

Members overwhelmingly support the work TIB do and formally thanked them for their service to the town.

Proposed by Cllr M Carrigan and Seconded by Cllr P Ripley Unanimous

RESOLVED: That recommendation be made to Full Council that Todmorden in Bloom be awarded a grant of £4,655 to be paid in this financial year. That the Council in accordance with its powers under Section 137 of the Local Government Act 1972 should incur such expenditure which in the opinion of the Council is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

13b	CROWS	£1,000	General countryside repairs on rights of way.
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Whilst members wholeheartedly supported the work that CROWS do , concern was expressed about the quality of application and wish to see on future occasions a better completed application. Members support the work on Todmorden Centenary Way

Proposed by Cllr S Martin and Seconded by Cllr A H greenwood Unanimous

RESOLVED: That CROWS be awarded a grant of £1,000 to be paid in this financial year. That the Council in accordance with its powers under Section 137 of the Local Government Act 1972 should incur such expenditure which in the opinion of the Council is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

2020(RC)071

13c	In the Park Productions	£2,000	Original piece of writing with a unique structure, developed through the community engagement workshops. Participants will explore the theme of 'Transformation' Total cost of project £14,784 - Arts Council Grant submitted. Letter of commitment needed
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2020(RC)072	<p><i>Cllr S Martin did not feel able to support this application as there was uncertainty around when and where it could be held given CMBC are not licencing any event activity or awarding any grants themselves in relation to such events-based activity in their parks.</i></p> <p><i>Cllr M Carrigan also could not support the application given huge uncertainty regarding school's involvement in this project but would welcome an application next year, when hopefully Covid impact is less and events in the park can be carried out.</i></p> <p><i>Cllr M Taylor and M Doyle disagreed with this stance.</i></p> <p><i>Proposed by Cllr S Martin and Seconded by Cllr AH Greenwood to decline the application.</i></p> <p><i>5 for 5 against 1 abstention – Chairman casting vote motion not carried.</i></p> <p><i>Proposed by Cllr M Taylor seconded by Cllr M Holmstedt to amend the proposal to grant with conditions, subject to Arts Council award and confirmation that events could go forward before monies passed over.</i></p> <p><i>5 for 5 against 1 abstention Chairman casting vote – motion not carried.</i></p> <p><i>Proposed by Cllr R Coleman -Taylor seconded by Cllr M Holmstedt - Unanimous That a letter of support still be provided but without commitment to a grant award.</i></p> <p>RESOLVED: <i>That in the Park Productions are not awarded a grant because of the uncertainty of deliverability, but that a letter in support of their application to the Arts Council be provided.</i></p>				
	<table border="1"> <tr> <td data-bbox="279 1064 386 1160">13d</td> <td data-bbox="386 1064 663 1160">Rotary</td> <td data-bbox="663 1064 815 1160">£3,000</td> <td data-bbox="815 1064 1495 1160">August event promoting cycling. Project cost £6,200</td> </tr> </table>	13d	Rotary	£3,000	August event promoting cycling. Project cost £6,200
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2020(RC)073	<p><i>Cllr M Carrigan supported this proposal to encourage greater promotion of cycling within Todmorden.</i></p> <p><i>Cllr S Martin could not support this application along similar lines to not supporting the previous application because of uncertainty around actual delivery.</i></p> <p><i>Proposed by Cllr M Carrigan and Seconded by Cllr P Taylor Unanimous</i></p> <p>RESOLVED: <i>That Todmorden Rotary be awarded a grant of £3,000 noting Tod High School permission given to hold the event. That the Council in accordance with its powers under Section 137 of the Local Government Act 1972 should incur such expenditure which in the opinion of the Council is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.</i></p>				
2020(RC)074	<p>ITEM 14. Defibrillators – Information To consider provision and requirements for Defibrillators within Todmorden.</p> <p><i>Cllr AH Greenwood suggested locations in Centre Vale Park, Vale Baptist Church and Old Library Cornholme</i></p> <p><i>Proposed by Cllr P Taylor and Seconded by Cllr M Holmstedt Unanimous</i></p> <p>RESOLVED; <i>That the Town Clerk investigate options in detail and consider implications of locations as proposed by Members, types and costs and training in both maintenance and use and that a budget of £4,500 be earmarked whilst grant funding also sought.</i></p>				

2020(RC)075	<p>ITEM 15. Fielden Statute Plaque – Decision Required To receive a report regarding the placing of a Plaque at the John Fielden Statue</p> <p><i>Members considered the report and option available and wished to proceed on installing a Rectangular Bronze Plaque 46” x 15 at cost circa £1,150.00</i></p> <p><i>Proposed by Cllr M Taylor and Seconded by Cllr M Carrigan</i> <i>Unanimous</i></p> <p>RESOLVED; <i>That the Town Clerk submit a listed building application based on installing a Rectangular Bronze Plaque 46” x 15” and that budget provision of £1500 be made in this respect into 2021/22</i></p>
2020(RC)076	<p>ITEM 16. Benches – Decision Required To consider a report and policy for future provision.</p> <p><i>Members noted the report and the steps necessary to fully develop such a policy.</i></p> <p><i>Proposed by Cllr D Skelton and M Taylor</i> <i>Unanimous</i></p> <p>RESOLVED: <i>That a task and finish working group consisting of Cllrs D Skelton (Chair) M Carrigan, A H Greenwood, P Taylor and M Holmstedt be established to bring back recommendations to Resources Committee in June 2021, to include consideration of use of Incredible Edible to help, with repairs, and that an Earmarked Provision of £5k be made in addition to revenue provision for 2021/22.</i></p>
2020(RC)077	<p>ITEM 17. Year- End Closing of Accounts Timetable – Information To receive a report detailing the schedule for Year - End Closing of Accounts</p> <p><i>Proposed by Cllr M Taylor and Seconded by Cllr A H Greenwood</i> <i>Unanimous</i></p> <p>RESOLVED: <i>Members received the information</i></p>
2020(RC)078	<p>ITEM 18. Risk Registers – Decision Required To receive updated Corporate and Financial Risk Registers for comment and or recommendation for approval by Town Council.</p> <p><i>Members noted that these had been updated.</i></p> <p><i>Proposed by Cllr P Taylor and Seconded by Cllr A Hollis</i> <i>Unanimous</i></p> <p>RESOLVED: <i>Members agreed the format and recommended that they be sent to Full Council for adoption</i></p>
2020(RC)079	<p>ITEM 19 Asset Register – Decision Required To receive an updated Asset Register.</p> <p><i>Members noted progress on this and that further work is still underway identifying initial purchase prices where such information is available</i></p> <p><i>Proposed by Cllr S Martin and Seconded by Cllr M Carrigan</i> <i>Unanimous</i></p> <p>RESOLVED: <i>Members agreed the format and recommended that they be sent to Full Council for adoption</i></p>
2020(RC)080	<p>ITEM 20 Financial Regulations – Decision Required To receive a report on the Financial Regulations, and Scheme of Delegation for consideration and or recommendation for approval by Town Council</p>

	<p><i>Members noted the minor changes in this and error of referencing in the report 1.6 should be 1.16.</i></p> <p><i>Proposed by Cllr M Taylor and Seconded by Cllr M Carrigan Unanimous</i></p> <p>RESOLVED: <i>Members agreed the minor changes and recommended that they be sent to Full Council for adoption</i></p>
2020(RC)081	<p>ITEM 21. Terms of Reference for Resources Committee – Decision Required To consider whether any changes need to be made to the Terms of Reference for Resources Committee.</p> <p><i>Members reviewed the current terms of reference and agreed minor amendments as proposed.</i></p> <p><i>Proposed by Cllr A Hollis and Seconded by Cllr A Greenwood Unanimous</i></p> <p>RESOLVED: <i>That Members agree the additions proposed together with others as appropriate for inclusion in the Scheme of Delegation for Committees and Terms of Reference</i></p>
2020(RC)082	<p>ITEM 22. Internal Controls – Decision Required To receive a report regarding current Internal Controls for consideration and or recommendation for approval by Town Council.</p> <p><i>Members received the report.</i></p> <p><i>Proposed by Cllr A H Greenwood and Seconded by Cllr A Hollis Unanimous</i></p> <p>RESOLVED: <i>That Members agree that the Draft Internal Controls document remains appropriate and recommend to Full Council to Adopt</i></p>
2020(RC)083	<p>ITEM 23. - Reserves and Treasury Management – Decision Required To receive a report regarding the practical effectiveness of the Reserves and Treasury Management Policy consideration and or recommendation for approval by Town Council.</p> <p><i>Members received the report and received an update regarding Reserves matters and in view of known future commitments into 2021/22 revise such reserves prior to submission to Full Council and create a “Commitment Reserve”</i></p> <p><i>Proposed by Cllr M Taylor and Seconded by Cllr M Carrigan Unanimous</i></p> <p>RESOLVED: <i>That Members agree that the Draft Reserves and Treasury Management document remains appropriate and recommends to Full Council to adopt.</i></p> <p><i>That Members agree to changes to the level of Earmarked Reserves to reflect forward commitments into 2021/22 and the creation of a commitment Reserve.</i></p> <p><i>That should Interest Rates improve for investing funds, consideration be given to use of fixed term deposits in line with the proposals contained within the Policy.</i></p>
2020(RC)084	<p>ITEM 23 - Correspondence Received – Decision To receive and consider any items of correspondence.</p>

	<ul style="list-style-type: none"> • Email from Walsden Cricket Club regarding lease and Grant Application to Lancashire Cricket and agreement sought to a proposed letter of support to be sent. <p><i>Member expressed their support to the Cricket Clubs application to Lancashire Cricket and authorised a letter to be sent as proposed in Item 24b.</i></p> <p><i>Proposed by Cllr D Skelton and Seconded by Cllr A H Greenwood Unanimous</i></p> <p>RESOLVED: <i>That a letter of support is sent to the cricket club in respect of the grant application Lancashire Cricket</i></p>
2020(RC)085	<p>ITEM 24. Any items for discussion for a future agenda - Information</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"> • Grant Application Feedback • Marketing and Communications Plan • Patmos Gardens • Benches • Budgets • Lobb Mill (site visit when Covid restrictions lifted)
2020(RC)086	<p>ITEM 25. Date of the next Committee meeting – Information</p> <p>To note the date of the next routine committee meeting scheduled for 19th May 2021 at 7.30pm by virtual meeting.</p> <p><i>meeting finished at 9.38pm</i></p>