

# TODMORDEN TOWN COUNCIL

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## MINUTES OF A MEETING OF RESOURCES COMMITTEE OF TODMORDEN TOWN COUNCIL Held at Todmorden Town Hall on Wednesday 23<sup>rd</sup> November 2022 at 7.30pm

**Councillors present:** - P Ripley, S Martin, S Press, M Holmstedt, P Taylor, J Turner, A Hollis, A H Greenwood, M Taylor, M Carrigan, D Skelton, K White and L Thorpe (Mayor)

**Officers:** Ms N Crewe (Town Clerk & RFO)

**Members of the Public:** nine members of the public in attendance

2022(RC)080	<p><b><u>Item 1. Apologies for Absence</u></b> 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>No apologies as all present.</i></p>
2022(RC)081	<p><b><u>Item 2. Declarations of Interest</u></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>Cllr D Skelton declared a pecuniary interest in Item 7b and 7c. Cllr D Skelton declared a non-pecuniary interest Todmorden Choral Society</i></p> <p><i>Cllr A H Greenwood declared a non-pecuniary interest in Item 7b and 7c.</i></p> <p><i>Cllr K White declared a pecuniary interest in item 7f.</i></p> <p><i>Cllr P Taylor declared a non-pecuniary interest in item 7i.</i></p>
2022(RC)082	<p><b><u>Item 3. Public Participation</u></b> 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>Mr R Still attended the meeting and addressed the Members in relation to Item 7a - Grant application from Friends of Centre Vale Park and spoke in favour of the application.</i></p>

	<p><i>Cllr A H Greenwood attended the meeting and addressed the Members in relation to Item 7b and 7c – Grant application from The Heptonstall Exhibition and Richard Naylor Charity and spoke in favour of the application.</i></p> <p><i>Mr D Simpson attended the meeting and addressed the Members in relation to Item 7d – Grant application from Fielden Centre Association and spoke in favour of the application.</i></p> <p><i>Mr G Wainwright attended the meeting and addressed the Members in relation to Item 7e – Grant application from St Anne’s Community Services and spoke in favour of the application. He also addressed the Council on item 12</i></p> <p><i>Mr D Naylor attended the meeting and addressed the Members in relation to Item 7f – Grant application from Disability Support Calderdale C.I.C. and spoke in favour of the application.</i></p> <p><i>Ms S Deith attended the meeting and addressed the Members in relation to Item 7g – Grant application from Todmorden Choral Society and spoke in favour of the application.</i></p> <p><i>Mr S Lord attended the meeting and addressed the Members in relation to Item 7h – Grant application from Empowered People and spoke in favour of the application.</i></p> <p><i>Ms H Elsdon attended the meeting and addressed the Members in relation to Item 7i – Grant application from Centre for Folklore, Myth and Magic CIC and spoke in favour of the application.</i></p>
2022(RC)083	<p><b><u>Item 4. Minutes – For decision</u></b>  To approve the minutes of the Resources Committee meeting held on 7<sup>th</sup> September 2022.</p> <p><b><i>Proposed by Cllr M Holmstedt      Secoded by Cllr J Turner      Unanimously Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>That the minutes of the Resources Committee have an amendment to item 7a as the grant figure was £2999 that was given to Todmorden Food Drop in.</i></p> <p><b><i>Proposed by Cllr S Martin              Secoded by Cllr A Hollis      Unanimously Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>That the minutes of the Resources Committee meeting held on 7<sup>th</sup> September 2022 be accepted as a true record and the Chair be authorised to sign as such.</i></p>
2022(RC)084	<p><b><u>Item 5. Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960</u></b>  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><i>Proposed by Cllr S Martin              Secoded by Cllr P Taylor      Unanimously Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>That any public or press who may attend be allowed to stay for the whole of the meeting</i></p>

2022(RC)085

**Item 6. Financial Summary – information only**

To receive a financial summary and detailed income and expenditure as of 30th August 2022.

- 6a Financial Summary
- 6b Budgets by Detail and Commitments
- 6c Balance Sheet
- 6d Bank reconciliation

***Proposed by Cllr A H Greenwood      Seconded by Cllr M Taylor      Unanimously Approved***

***RESOLVED: That Members received the above information en bloc.***

2022(RC)086

**Item 7. Grant Applications – for decision**

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	Purpose
7a	Friends of Centre Vale Park	£825	To produce a Jubilee Picnic in the Park (Sunday 19th June 2022) Commemorative Booklet.
7b	The Heptonstall Exhibition	£1000	Educational Support
7c	Richard Naylor Charity	£1000	Educational Support
7d	Fielden Centre Association	£1000	The Fielden Hall Website – Enhancement for History
7e	St Anne’s Community Services	£3000	Remembering Stansfield View – video project
7f	Disability Support Calderdale C.I.C.	£4064.20	DSC – Cost of Living Project
7g	Todmorden Choral Society	£1200	Town Hall Hire Support for 2 concerts
7h	Empowered people	£3000	EMpowered people All Ability Bike Trains
7i	Centre for Folklore, Myth and Magic CIC	£1630	Lucky Tod

***Proposed by Cllr M Taylor      Seconded by Cllr M Carrigan      Unanimously Approved***

***RESOLVED: That the grant application for £825 for Friend of Centre Vale Park is approved.***

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***Proposed by Cllr M Taylor      Seconded by Cllr S Martin      Unanimously Approved***

***RESOLVED: That the grant application for £1,000 for The Heptonstall Exhibition is approved.***

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**Proposed by Cllr M Taylor                      Secoded by Cllr S Martin                      Unanimously Approved**  
**RESOLVED:** That the grant application for £1,000 for Richard Naylor Charity is approved.  
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**Proposed by Cllr P Taylor                      Secoded by Cllr L Thorpe                      Unanimously Approved**  
**RESOLVED:** That the grant application for £1, 000 for Fielden Centre Association is approved.  
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**Proposed by Cllr A H Greenwood Secoded by Cllr A Hollis                      Unanimously Approved**  
**RESOLVED:** That the grant application for £3,000 for St Anne’s Community Services is approved subject to evidence of then receiving the other funding required being received with the financial year 22/23.  
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**Proposed by Cllr P Taylor                      Secoded by Cllr A Hollis                      Approved**  
**RESOLVED:** That the grant application for £4,064.20 for Disability Support Calderdale C.I.C is recommended to Full Council for approval  
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**Proposed by Cllr M Taylor                      Secoded by Cllr P Taylor                      Unanimously Approved**  
**RESOLVED:** That the grant application for £1,200 for Todmorden Choral Society is approved.  
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**Proposed by Cllr S Martin                      Secoded by Cllr P Taylor                      Unanimously Approved**  
**RESOLVED:** That the grant application for £3,000 for Empowered people is approved subject to evidence of then receiving the other funding required being received with the financial year 22/23.  
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**Proposed by Cllr M Carrigan                      Secoded by Cllr K White                      Approved**  
**RESOLVED:** That the grant application for £1,630 for Centre for Folklore, Myth and Magic CIC is approved.

2022(RC)087

**8. Grant Feedback – Information only**

To receive feedback from grants awarded as per the Councils Policy.

Ref	Applicant	Amount Awarded	Purpose
8a	Disability Support Calderdale C.I.C	£4413.50	Todmorden Community Project.
8b	Heptonstall Exhibition and Richard Naylor Charity	£2000	Educational Support
8c	Fielden Centre Association	£750	150 years of the Fielden Centre Celebration

**Proposed by Cllr M Taylor                      Secoded by Cllr L Thorpe                      Unanimously Approved**

**RESOLVED:** That Members received the above information en bloc.

2022(RC)088	<p><b>9. <u>Calderdale Metropolitan Borough Council One off payment – For decision</u></b></p> <p>To inform Members of the confirmation of the one of payment of £5,483 towards the cost of elections for 2023/2024 elections costs and that it will be paid to TTC in February 2023. To confirm that on receipt of this payment it is moved to the EMR for Elections.</p> <p><b><i>Proposed by Cllr S Martin      Seconded by Cllr L Thorpe      Unanimously Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>Members noted the payment from CMBC towards the elections costs and agreed that on receipt of it the Town Clerk should move it into the Elections EMR.</i></p>
2022(RC)089	<p><b>10. <u>Todmorden Information Centre Quarterly Report – Information only</u></b></p> <p>To receive the quarterly report on activities from the Todmorden Information Centre, in line with their grant requirements.</p> <p><b><i>Proposed by Cllr D Skelton      Seconded by Cllr M Holmstedt      Unanimously Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>That Members note the report and welcome the work the TIC do.</i></p>
2022(RC)090	<p><b>11. <u>Wheels Park Coaching Opportunity – For decision</u></b></p> <p>To receive a report about a joint venture to provide Coaching at the Wheels Park.</p> <p><b><i>Proposed by Cllr S Martin      Seconded by Cllr M Taylor      Unanimously Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>That Members approved the collaboration with Active Calderdale to take forward this opportunity to provide training sessions.</i></p> <p><i>That the committee agree that the £1000 budget provision be contributed to the project and that the Town Clerk take the operational side of this project forward.</i></p>
2022(RC)091	<p><b>12. <u>Blue Plaque Request - For decision</u></b></p> <p>To receive a request for a Blue Plaque to be funded and installed by Todmorden Town Council at the site of the Stansfield View Hospital.</p> <p><b><i>Proposed by Cllr A Hollis      Seconded by Cllr P Taylor      Unanimously Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>That the Resources Committee resolve to support this project but that the wording and location must be approved via Committee.</i></p>
2022(RC)092	<p><b>13. <u>Data Retention Policy- For decision</u></b></p> <p>To receive a draft Policy for Data Retention Policy for recommendation to Full Council for adoption.</p> <p><b><i>Proposed by Cllr K White      Seconded by Cllr J Turner      Approved</i></b></p> <p><b><i>RESOLVED:</i></b> <i>That the Resources Committee recommend this policy for adoption to Full Council.</i></p>

2022(RC)093	<p><b>14. <u>Social Media &amp; Communications Policy – For decision</u></b> To receive an updated Social Media and Communication Policy for review and recommendation to Full Council for adoption.</p> <p><b>Proposed by Cllr D Skelton      Seconded by Cllr S Press      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That the Resources Committee recommend this policy for adoption to Full Council with the amendment to 6.2 of the policy</i></p>
2022(RC)094	<p><b>15. <u>Councillor Attendance Support Policy - For decision</u></b> To receive a draft Policy for Councillor Attendance Support Policy for recommendation to Full Council for adoption</p> <p><b>Proposed by Cllr M Taylor      Seconded by Cllr S Martin      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That the Resources Committee recommend this policy for adoption to Full Council and that the Clerk to contact YLCA about being able to support Members with childcare costs.</i></p>
2022(RC)095	<p><b>16. <u>Draft Budget Review - For decision</u></b> To consider a reviewed budget for 23/24 and to consider the implementation of the recommended Local Government Services Pay Agreement for all staff and the budget implications for 22/23 and 23/24.</p> <p><b>Proposed by Cllr K White      Seconded by Cllr L Thorpe      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>That Members recommend to Full Council accepting the Local Government Service Agreement for all staff back dated to the 1st April 2023. These increases have been included in the proposed budget for 2023/24 onwards.</i></p> <p><i>That the budget proposed be taken forward to Full Council to consider for the formal budget setting process with a recommended increase of 26%.</i></p>
2022(RC)096	<p><b>17. <u>Update and handover of Projects/Outstanding Work progress – Information only</u></b> To receive an update of project work outstanding and completed by the Town Clerk.</p> <p>17a Outstanding projects/work relating to this Committee. 17b Completed projects/work completed relating to this Committee</p> <p><b>Proposed by Cllr P Taylor      Seconded by Cllr P Ripley      Unanimously Approved</b></p> <p><b>RESOLVED:</b> <i>Members received and noted the above information en bloc</i></p>
	<p><b>18. <u>Correspondence received – Information only</u></b> To receive any correspondence.</p> <p><i>No correspondence received.</i></p>
	<p><b>19. <u>Any items for discussion for a future agenda – For information</u></b></p> <ul style="list-style-type: none"> <li>• Healthy Minds – awaiting report from Councillor.</li> </ul>

	<ul style="list-style-type: none"> <li>• What media the council use?</li> <li>• Mankinholes Methodist Graveyard Committee Grant</li> <li>• Blue Plaque – Fielden Hospital Site</li> <li>• Grant application Policy</li> </ul>
	<p><b>20. <u>Date of the next Resources Committee meeting</u></b>          To note the date of the next Meeting of the Resource Committee will be the 15<sup>th</sup> February 2023 commencing at 7.30pm.</p>
	<p><b>Meeting closed at 8.58pm.</b></p>