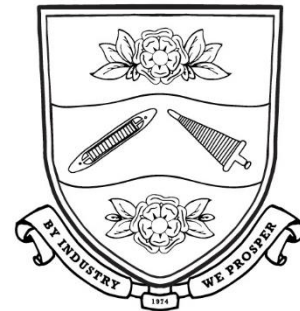


**TODMORDEN TOWN COUNCIL**

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**MINUTES OF A MEETING OF RESOURCES COMMITTEE OF TODMORDEN TOWN COUNCIL**

**Held at Todmorden Town Hall on Wednesday 3<sup>rd</sup> November 2021 at 7:30pm**

**Councillors present:** - D Skelton (Chairman), M Carrigan , M Holmstedt, , S Martin, L Thorpe, A H Greenwood, A Hollis, P Ripley  
 P Taylor (Mayor) ex officio, L Needham (sub for Cllr M Taylor)

**Councillors absent:** - R Coleman – Taylor, M Taylor, K White, M Doyle

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

**Members of the Public:** Anne Fleming representing Walsden St Peters Church, Janet Lymer representing Calderd Community Cares, Douglas Wilson

2021(RC)075	<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>Apologies were received from Cllrs R Coleman - Taylor &amp; M Taylor both on vacation</i></p> <p><i>Proposed by Cllr P Taylor and Seconded by Cllr A Hollis</i> <span style="float: right;"><i>Unanimous</i></span></p> <p><b>RESOLVED:</b> <i>That the apologies of Cllrs R Coleman – Taylor and M Taylor be accepted as on vacation.</i></p>
2021(RC)076	<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>None received</i></p>
2021(RC)077	<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>Grant applicants as follows addressed the meeting</i></p> <p><i>Anne Fleming of Walsden St Peters Church, the Church Warden and the Minister addressed members to request grant support of £1,355 towards research and public consultation to ascertain how the church building could be developed into a community hub involving face to face consultation through an open day, and design and production of leaflets as wells as digital engagement.</i></p> <p><i>The focus on coming out of lockdown is to identify what people want and how to use the space including adjoining land to help then inform what improvements may be required and where then to target grant funding applications to enable such improvements to be made.</i></p> <p><i>Cllr Skelton enquired about current use and were advised that several groups use already plus usual church services, marriages and funerals.</i></p> <p><i>Janet Lymer, for Calderdale Community care addressed Members to outline their request for grant funding to provide for elderly residents for Christmas in a bag,(for older residents) in a box (for families)and with a bow(for kids) all aimed to support families, the vulnerable and older generations.</i></p> <p><i>The group had supported the Tod Squad in the early days of the pandemic and merged with the CCC team as part of first year of harnessing kindness. Working with Age Concerns and Healthy Minds, approximately 400 elderly people will benefit whilst families struggling following removal of universal credit and employment difficulties. There focus is always to collaborate where they can with other organisations.</i></p> <p><i>Cllr D Skelton asked how people were identified and was advised of self-registering, families advised though schools and self-referral.</i></p> <p><i>With extensive volunteer involvement and sponsorship from major retailers and other locally based concerns, total cost of project is c£24k. TTC is asked to contribute £1531.55 toward room hire, packaging design and postage.</i></p>
2021(RC)078	<p><b>ITEM 4. To approve the draft minutes of the Resources Committee meeting held on 8th September 2021 – for decision.</b></p> <p><i>Proposed by Cllr A Hollis and seconded by Cllr S Martin Unanimous</i></p> <p><i>That the minutes of the Resources Committee meeting held on 8<sup>th</sup> September 2021 be accepted as a true record and the Chair be authorised to sign as such.</i></p>
2021(RC)079	<p><b>ITEM 5 - Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960</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 Carrigan and seconded by Cllr P Taylor Unanimous</i></p> <p><b>RESOLVED:</b> <i>That any public or press who may attend be allowed to stay for the whole of the meeting</i></p>

2021(RC)080	<b>ITEM 6 Grant Awards feedback – for information</b> To receive any feedback			
	<b>Ref</b>	<b>Applicant</b>	<b>Amount awarded</b>	<b>Purpose</b>
6a	Todmorden Rotary – 2 wheel tod	£3,000	Cycling event promoting health lifestyle and including mobility impaired	
6b	Handmade Parade	£4000 (paid June 21)	To update Members of Arts council award and delayed event	
<p><i>Proposed by Cllr S Martin and seconded by Cllr A Greenwood Unanimous</i></p> <p><b>RESOLVED:</b> <i>That member receive the feedback from Todmorden Rotary with thanks and note the rescheduling of the Handmade Parade event.</i></p>				
2021(RC)081	<b>ITEM 7 Grant Applications – for decision</b> 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 <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.			
	<b>Ref</b>	<b>Applicant</b>	<b>Amount Requested</b>	<b>Purpose</b>
7a	Calder Community Cares	£1,532	Christmas support for elderly	
<p><i>Members discussed this application and wished to support the outstanding work carried out by this organisation and award of grant in full.</i></p> <p><i>Proposed by Cllr L Thorpe and seconded by Cllr P Taylor Unanimous</i></p> <p><b>RESOLVED:</b> <i>That a grant award of £1,532 be made to Calder Community Cares</i></p>				
2021(RC)082	7b	Walsden St Peters church	£1,355	Needs survey to determine future use and open day/materials provision.
<p><i>Members discussed this application and felt that whilst the concept of developing a community hub is welcomed, it was an inappropriate use of grant funds for the purposes of holding an event with an ancillary purpose of conducting research.</i></p> <p><i>Members felt that such research ought to be carried at minimal cost by using existing community networks they have in place and that the churches responsibility/ local diocese to fund this research as part of their ongoing community engagement role.</i></p> <p><i>Members felt that they would wish to support a community hub or additional community garden use and would welcome a grant application when they are in a position to approach other potential grant funders to seek funds to deliver such improvements that emerge from the research/consultation exercise.</i></p>				

2021(RC)083	<p>Action. Town Clerk to introduce the Walsden Neighbourhood Watch to them re community garden proposal.</p> <p>Proposed by Cllr L Thorpe and seconded by Cllr P Ripley Unanimous</p> <p><b>RESOLVED;</b> That this application for grant funding for research and consultation be declined but that in doing so, when considering future funding applications to deliver identified improvements, they be welcomed to re approach the town council for more tangible project support</p>			
7c	<table border="1"> <tr> <td data-bbox="284 504 772 577">Disability Calderdale</td> <td data-bbox="772 504 963 577">£4,414</td> <td data-bbox="963 504 1469 577">Advocacy work for disabled to fund Todmorden demand inc art courses</td> </tr> </table>	Disability Calderdale	£4,414	Advocacy work for disabled to fund Todmorden demand inc art courses
Disability Calderdale	£4,414	Advocacy work for disabled to fund Todmorden demand inc art courses		
	<p>Members discussed this application and wished to support the outstanding work carried out by this organisation and award of grant in full.</p> <p>As the Grant requested is in excess of £3,000, it will be necessary to take to Full Council with a recommendation to agree the grant in full.</p> <p>Proposed by Cllr S Martin and seconded by Cllr P Taylor Unanimous</p> <p><b>RESOLVED</b> That a recommendation be sent to Full Council to make a grant award of £4,414</p>			
2021(RC)084	<p><b>ITEM 8 - Financial Summary - for information</b></p> <p>To receive a financial summary and detailed income and expenditure as of 27<sup>th</sup> October 2021.</p> <p>8a Financial Summary 8b Commitments 8c Budgets by Detail 8d Balance Sheet</p> <p>The Clerk confirmed that all of the extensive Vat element due for the Wheelspark project had now been claimed and paid by HMRC and advised that ahead of realignment of budgets the General Reserves position is forecast to be £89,000 at the end of the year . It is anticipated that further saving may in practice be realised.</p> <p>Proposed by Cllr M Carrigan and seconded by Cllr L Needham Unanimous</p> <p><b>RESOLVED:</b> That the Clerk be thanked for the information and that members receive the above information en bloc.</p>			
2021(RC)085	<p><b>ITEM 9 Estimated Year end outturn, virements movements to Earmarked Reserves</b></p> <p>To receive an estimated year end outturn realignment of budgets and recommendations to move savings generated into Earmarked Reserves.</p> <p>The Clerk submitted virement proposals for movement to Earmarked Reserves as a prudent measure noting that in the event that unforeseen financial pressure was seen or Members wished to undertake new projects, funds can be drawn back down from Earmarked Reserves which will then be standing at £198,010</p>			

	<p><i>Proposed by Cllr M Carrigan and seconded by Cllr I Thorpe Unanimous</i></p> <p><b>RESOLVED:</b> <i>That the Clerk be thanked for the information and that Members note the estimated year end outturn and agree to the proposed virements totalling £32,756 as detailed in Appendix 2, and that Members approve the proposed transfer to Earmarked Reserves of £32,756 arising out of these budget savings as detailed in Appendix 3 .</i></p>
2021(RC)086	<p><b>ITEM 10 Budget 2022/23 – for information or recommendation</b> To receive for consideration a first draft of the budget for 2022-23 for information or recommendation.</p> <p>Members received a proposed first draft budget for 2022-23 for consideration and agreed at this stage just to receive the information and to allow other members to consider ahead of the next meeting.</p> <p>Action Town Clerk to circulate to all members for additional comment ahead of the next meeting</p> <p><i>Proposed by Cllr S Martin and seconded by Cllr A H Greenwood Unanimous</i></p> <p><b>RESOLVED:</b> <i>That the information be received and that all members are circulated with the papers and asked for comment ahead of the next meeting.</i></p>
2021(RC)087	<p><b>ITEM 11 Schedule of Payments - for decision</b> To receive and approve a schedule of 74 payments made between 1<sup>st</sup> September to 27<sup>th</sup> October 2021 totalling £44,754.06</p> <p><i>Proposed by Cllr A H Greenwood and seconded by Cllr A Hollis Unanimous</i></p> <p><b>RESOLVED:</b> <i>That the schedule of 74 payments totalling £44,754.06 made between 1<sup>st</sup> September 2021 and 27<sup>th</sup> October 2021 be accepted and duly signed by the Chairman and one other Member.</i></p>
2021(RC)088	<p><b>ITEM 12 Patmos Gardens- for decision</b> To receive an outline Tender document and to confirm agreement to issue – report to follow</p> <p><i>Members were presented with an options paper with estimates ranging from £24,976 down to £16,918.</i></p> <p><i>The Clerk advised that financially between surplus General Reserves, likely further underspends and healthy Earmarked Reserves the additional cost to budget of £13k, if the highest estimated price option submitted were selected, is affordable within overall budget.</i></p> <p><i>Members discussed the option and recognised the long-term benefit and improvement in appearance of choosing Option 1 and confirmed their agreement to do so.</i></p>

	<p><i>Members authorised the Town Clerk to now move to preparation and issue of tender</i></p> <p><i>Proposed by Cllr D Skelton and seconded by Cllr A Hollis Unanimous</i></p> <p><b>RESOLVED:</b> <i>That Option 1 be selected as the preferred option to take forward</i></p> <p><i>Proposed by Cllr M Carrigan and seconded by Cllr S Martin Unanimous</i></p> <p><b>RESOLVED:</b> <i>that the Town Clerk in consultation with the Chair of Resources agree the Tender format and issue by the end of November/early December 2021</i></p>
2021(RC)089	<p><b>ITEM 13 Todmorden in Bloom- for information</b></p> <p>To receive a verbal update regarding potential future financial implications arising out of proposals by Calderdale MBC to recharge costs previously met by them.</p> <p><i>The Town Clerk advised that whilst he had still not heard back from CMBC, Tod in Bloom has advised that they visited the nursery and plants for the businesses hanging baskets were being grown. It looked also that plants for highways lamppost planters were also being grown but the position is still unsatisfactory in not knowing whether CMBC intend to carry out set up and dismantle as in previous years.</i></p> <p><i>The Town Clerk reminded Members that as a contingency an Earmarked Reserve of £5k was being created in case of need for 2022/23</i></p> <p><i>Members noted the update and requested that the Town Clerk continue to chase for a resolution to this.</i></p>
2021(RC)087	<p><b>ITEM 14 Town Hall lighting provision</b></p> <p>To consider lighting to celebrate different events.</p> <p><i>Cllr A H Greenwood proposed that a concept to illuminate the Town Hall with lighting and projected imagery to enable all faiths to be reflected in the town be considered.</i></p> <p><b>Action:</b> <i>Town Clerk to contact LITE (existing festival light providers) to work up some ideas and present to members in February./March</i></p>
2021(RC)088	<p><b>ITEM 15 Smaller Projects update – for information</b></p> <p>To receive an update regarding smaller projects outstanding</p> <ul style="list-style-type: none"> <li>• Blue/Brass Plaques</li> <li>• Town Charter</li> <li>• Fielden Statue</li> <li>• Mayoral Robes</li> <li>• Walsden and Portsmouth Community Garden.</li> <li>• Defibrillators</li> <li>• Children’s Festive Light Displays and competition</li> <li>• Festive lights switch on</li> <li>• Lobb Mill</li> <li>• Wheelspark Graffiti and Coaching</li> </ul>

	<p><i>Members noted the update report and agreed to revisit the wording in relation to the Fielden Plaque at a future date to be agreed.</i></p> <p><b>Action:</b> <i>Town Clerk to consider this further and schedule when appropriate.</i></p>
2021(RC)089	<p><b>ITEM 16 – Todmorden Bowls Club</b>  To receive a verbal update on outline discussions regarding potential future options</p> <p><i>Members were reminded by the Chair of a previous minute required dialogue with the bowls club to see if there was a way the Town Council could help them in their dealings with CMBC and future viability and advised that he had met with them.</i></p> <p><i>Whilst discussions are still taking place with CMBC re green costs it was clear that financial subsidy is likely to be an ongoing need based on the current model of operation and therefore there a need to rethink this in light of what opportunity could present itself from the recent Town Deal funding announced, and whether larger project funds could in the future be levered in, that as part of a wider grant application-based process, could benefit the bowls club.</i></p> <p><i>The Town Clerk provided a verbal update regarding outline discussions with the Todmorden Bowls Club and others to gauge the appetite to engage in a future project with another partner, Calderdale MBC and also as part of informal discussions regarding funding opportunities for Centre Vale Park. At this stage the town deal board have submitted their outline considerations to govt for approval, and once agreed then a percentage of overall funding will be released to work up business plans for each project propose. This may then fund a feasibility study into plans that may be of larger ambition, that could involve the bowls club, another partner, CMBC, National Sporting Grant Bodies and possibly also the town council in some enabling role. At this stage very much exploratory in terms of what potential future options may be available to consider, and no commitment given as to the extent of Town Council involvement, support or otherwise.</i></p> <p><i>Members noted the update</i></p>
2021(RC)090	<p><b>ITEM 17 Outstanding Items – for information</b>  To receive a summary of outstanding projects/work relating to this Committee</p> <ul style="list-style-type: none"> <li>a) Outstanding projects/work relating to this Committee.</li> <li>b) Completed projects/work competed relating to this Committee</li> </ul> <p><i>Members noted the update and that progress continues to be made.</i></p>
2021(RC)091	<p><b>ITEM 18 – Correspondence Received – for information</b> To receive and consider any items of correspondence.</p> <p><i>None received</i></p>

2021(RC)092	<p><b>ITEM 19 Any items for discussion for a future agenda</b>          To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> <li>• Budget 2022/23</li> <li>• Benches</li> <li>• Grant process and feedback</li> <li>• Todmorden Bowls Club</li> </ul>
2020(RC)094	<p><b>ITEM 20 Date of the next Committee meeting</b>          To note the date of the next committee meeting scheduled for Wednesday 24th November 2021 at 7.30pm</p> <p><i>The meeting closed at 9.05pm</i></p>

Working draft