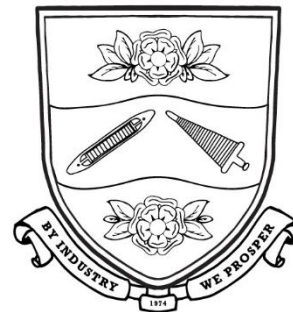


TODMORDEN TOWN COUNCIL

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MINUTES OF THE AMENITIES COMMITTEE MEETING
Held in the Cockcroft Room, Todmorden Town Hall, Bridge Street, Todmorden, on
Wednesday 4th September at 7:30pm

Councillors Present: M Holmstedt, C Potter, L Needham, M Doyle, M Carrigan M Taylor, P Taylor,

Absent Councillors: Cllrs D Skelton [Chair], J Williams [Vice-Chair], K White

Observing Councillors None :

Officers: Colin Hill – Town Clerk/RFO (minute taker)

Members of the Public: 3 members from Age Concern Todmorden and 2 members of the public

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| 2019 (A) 036 | <p><u>APPOINTMENT OF COMMITTEE CHAIRMAN</u></p> <p>The meeting commenced with a Resolution to elect a chair as the Chair and Vice Chair were not present.</p> <p>Two nominations were received Cllr M Taylor and Cllr M Carrigan</p> <p>Proposed by Cllr M Holmstedt and Seconded by Cllr M Doyle for 5 against 2 – motion carried</p> <p>RESOLVED; That Cllr M Taylor assume the position of Chairman for this meeting</p> |
| 2019(A) 037 | <p><u>ITEM 1 APOLOGIES FOR ABSENCE</u></p> <p>To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting</p> <p>Apologies received from Cllrs Skelton, White and Williams for reasons of holiday and illness</p> <p>Members agreed to receive their apologies and reasons</p> <p>Proposed by Cllr M Carrigan and Seconded by Cllr M Taylor</p> <p>RESOLVED:-</p> <p>That the apologies and reasons for absence, namely holidays and illness be received from Cllrs. D Skelton and J Williams and K White be approved.</p> |

Signed Chair:

Dated:

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| 2019 (A) 038 | <p><u>DECLARATIONS OF INTERESTS</u></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>None received.</p> |
| 2019 (A) 039 | <p><u>PUBLIC PARTICIPATION</u></p> <p>To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting. Note: No resolutions can be under public participation.</p> <p>Three representatives were present representing Age Concern Todmorden for a grant consideration under Item 6</p> <p>The meeting was addressed by Sarah Pennie - Chair of Age Concern Todmorden regarding their application for a grant of £6,584 over two years for a project to raise the profile of the organisation.</p> <p>The Treasurer also addressed the committee by advising that whilst the accounts indicated cash balances of c£40k as at the end of March 2019, of this there is a requirement to keep 6 months reserve £18k for covering running costs and that £17k is also reserved for other commitments already and that Age Concern nationally no longer funded them.</p> <p>The rationale behind a request to seek funding over two years was outlined in that whilst there would be sufficient cash balances to fund year one work, after that future viability would be in question to continue what they believe to be a two year project to deliver the outputs they were seeking. The Manager of the branch also addressed the meeting in support of this application</p> <p>Whilst Members recognised and supported the work of Age Concern Todmorden they raised concerns about the request for funding over two years and the extent of request given the current budget position and asked the Town Clerk to advise.</p> <p>The Town Clerk advised the following:-</p> <ul style="list-style-type: none"> ○ Current budget for this classification of grant was £12,000 of which £10,280 had already been allocated leaving available this financial year £1720 ○ That the Entertainment/Arts and Recreation budget was £14,000 of which £6,000 had been allocated leaving available this financial year £8,000 ○ That it as yet unknown about what future grant application may be received under the Entertainment element, but that a sum could be vired across from this budget to the Donations and Grants element. ○ That in doing so Members should recognise that already most of the Grants budget for this year will have been allocated. ○ That any request to increase overall Grants budget would require Full Council approval. ○ That the Council also needs to keep an acceptable amount of General Reserve of annual revenue expenditure and that with known requests, this level may be |

Signed Chair:

Dated:

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| | <p>compromised if further Grant monies are allocated and that other areas of existing commitment may be compromised if such a decision were made to increase overall Grant funding.</p> <ul style="list-style-type: none"> ○ That Financial Regulations did not specifically permit future years revenue commitments to be made. ○ That the delegated level of approval of this committee is set at £3,000. ○ That the existing Grants Policy is under review to consider future criteria for award of Grants and subject to Member approval is likely to require greater applicant contribution in order to spread the Grant budget further noting increasing numbers of approaches for grant support from Todmorden Town Council <p>Members thanked Age Concern Todmorden for their contribution and considered all of the above and arrived at a decision to be Resolved under Item 6</p> |
| 2019(A) 040 | <p><u>Minutes</u></p> <p>To approve the minutes of the Amenities Committee meeting held on the 31st July 2019</p> <p>Proposed by Cllr. M Carrigan and Seconded by Cllr.L Needham - Unanimous</p> <p>RESOLVED:-</p> <p>That the minutes of the Amenities committee meeting held on the 31st July 2019 be approved as a true record of proceedings and signed by the Chair</p> |
| 2019 (A) 041 | <p><u>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 Cllr M Taylor seconded Cllr C Potter Unanimous</p> <p>RESOLVED:-</p> <p>That the agenda items for the meeting do not require the exclusion of the press and public and that they be allowed to remain for the duration of the meeting.</p> |

GRANT APPLICATIONS

To consider and approve the grant applications enclosed:

No Grant applicants were present

2019 (A) 042

| Applicant | Amt Requested | Purpose |
|---|--------------------------|--|
| Age Concern Todmorden Reg Charity 1145993 | £6,854 over two years | Project Funding to raise profile of Age Concern Todmorden and to improve effectiveness and sustainability in community. Project two years from September. Total project cost £8,854. Other Funders £1000 – Hillyard Trust £1000 – Charles and Elsie Sykes Foundation To support unique drop in service once per week. Secure staff time to improve high street presence. Distribute information. Build sustainable links. |

Taking into account discussion under Item 3

Members volunteered to review the last three years grant applications to assist with the Grants Policy Review. The Town Clerk advised that this would be undertaken in formulating a Policy

Proposed by Cllr M Holmstedt and Seconded by Cllr C Potter - 6 for 1 against - carried

RESOLVED: That a grant of £3000 be awarded to Age Concern Todmorden and that the Town Clerk be authorised to vire within the Amenities budget from the Entertainment element to Donations and Grants, the sum of £3000.

2019 (A) 043

GRANT APPLICATIONS (TOWN HALL HIRE REFUND)

NONE RECIEVED

2019 (A) 044

GRANT FEEDBACK FORMS

| Organisation | Grant amount | Town Hall hire refund amount | Amount used | Underspend |
|---|---------------------|-------------------------------------|--------------------|-------------------|
| 8.1 Todmorden Folk Festival | £2,250 | N/A | £2,250 | Nil |
| 8.2 Todmorden Folk Festival | Nil | £476.64 | £476.64 | Nil |
| 8.3 Todmorden Carnival | £4,300 | Nil | £4,300 | Nil |
| 8.4 Todmorden Town Twinning Association | £950 | Nil | £950 | Nil |

Signed Chair:

Dated:

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| | <p>Grant feedback forms under items 8.1 to 8.4 were noted</p> <p>Cllr C Potter wished the Committee to note the breadth of support that the Town Council provides.</p> <p>Members agreed that the summarised format of reporting feedback under this Item be continued noting the Town Clerk will have further information available if required by Members.</p> <p>Proposed by Cllr C Carrigan and Seconded by Cllr C Potter Unanimous</p> <p>RESOLVED. That in due course the Council's web site, currently under review, should make available copies of grant applications and feedback forms for greater transparency and that the Town Clerk take this into consideration when undertaking this review.</p> |
| 2019 (A) 046 | <p><u>Lobb Mill</u></p> <p>Given new members recently appointed to this committee Cllr M Holmstedt updated Members on this area in terms of a lower and a higher area and that as it is well used, consideration should be given to make budget provision in next year's finances to improve the upper area.</p> <p>Members were also invited to visit the site this Autumn.</p> <p>Proposed by Cllr M Holmsted and seconded by Cllr L Needham Unanimous</p> <p>RESOLVED That 2020/21 budget provision consider improvements to the upper area of this picnic site</p> |
| 2019 (A) 047 | <p><u>Xmas Lights</u></p> <p>Member discussed this year's lighting provision and issue of last year's installation.</p> <p>Cllr M Holmsted advised that the contact at Calderdale Council was David Procter</p> <p>Switch on to be 30th November 2019</p> <p>The Town Clerk advised that the Lamplight Festival will not take place this year as the deliverers have not been able to secure Arts Council funding</p> <p>Members agreed that in the absence of the Lamplight event that consideration should be given to bolstering the day's activities by working in conjunction with the Market.</p> <p>Action by Town Clerk</p> <ul style="list-style-type: none"> ○ Establish contact with Calderdale Council to identify current proposals for installation. ○ Order the Xmas tree via Calderdale Council for County Bridge ○ Check the condition of the main display outside of St Marys Church - is this beyond Repair <p>Proposed by Cllr M Taylor and Seconded by Cllr M Carrigan Unanimous</p> <p>RESOLVED – That</p> <ol style="list-style-type: none"> a) A working group of Cllrs M Holmstedt, C Potter and P Taylor liaise with the Town Clerk on this project |

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| | <p>b) That a budget of £1000 be set to provide some additional Xmas light event activity and vired from within the overall Amenities budget</p> <p>c) That the Town Clerk be authorised to work with Markets Management to identify additional Xmas event based activity, to compliment any proposed Market related promotional event activity for the switch on day.</p> |
| 2019 (A) 048 | <p><u>Correspondence</u></p> <p>An invite was received from Sarah and Robin Pennie on behalf of the Friends of Centre Vale Park for all Councillors to attend on the 8th Sept for a History Walk in Centre Vale Park as part of this years Calderdale Walk and Ride Festival</p> <p>A chance to see the differences on the Heritage Trail</p> <p>Commences 10.30 am – meet at the Old Coach Yard</p> |
| 2019 (A) 049 | <p><u>CHEQUES</u></p> <p>To receive the schedule of cheque payments that require signing in accordance with the Financial Regulations.</p> <p>None were presented for signature</p> |
| 2019 (A)050 | <p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <ul style="list-style-type: none"> • Xmas Lights • Grants Policy • Skate Park update |
| 2019 (A) XX | <p><u>DATE OF THE NEXT COMMITTEE MEETING</u></p> <p>The date of the next committee meeting was noted – Wednesday 16th October 2019 at 7.30pm, Todmorden Town Hall.</p> <p>There being no further business, the Chair closed the meeting at 8:45pm</p> |

Signed Chair:

Dated: