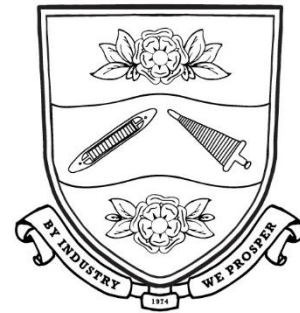


# TODMORDEN TOWN COUNCIL

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

Held remotely on  
Wednesday 2<sup>nd</sup> December 2020 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, L Needham (substitute for M Doyle)

**Councillors absent:** - M Doyle (work commitment) K White (medical grounds) T Roberts

**Officers:** Colin Hill Town Clerk and RFO (minute taker) Susan Miles (Assistant Town Clerk Observing)

**Members of the Public:** None present

2020(RC)039	<p><b><u>ITEM 1b. 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>Proposed by Cllr A H Greenwood and Seconded by Cllr M Carrigan Unanimous</i></p> <p><b>RESOLVED:</b> <i>That the apologies of Cllrs M Doyle and K White be accepted for reasons of work commitment and medical grounds</i></p>
2020(RC)040	<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> <p><i>Discussions took place around Item 12 noting that Cllrs A H Greenwood, M Taylor, R Coleman- Taylor had founding share interests of £1. The Clerk advised that even if Members wished to subscribe to the current share offer, he did not consider any of these a prejudicial or financial interest that precluded them from voting on Item 12</i></p>
2020(RC)041	<p><b><u>ITEM 3. Public Participation</u></b></p>

	<p>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>No public present</i></p>								
2020(RC)042	<p><b><u>ITEM 4. Minutes</u></b>  To approve the minutes of the Resources Committee held on the 4th November 2020</p> <p><i>Proposed by Cllr. M Carrigan and Seconded by Cllr A Hollis Unanimous</i></p> <p><b>RESOLVED: -</b>  <i>That the minutes of the 4<sup>th</sup> November 2020 be accepted as a true record.</i></p>								
2020(RC)043	<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><i>No public present</i></p>								
2020(RC)044	<p><b><u>ITEM 6. Schedule of Payments</u></b>  To receive a schedule of 35 payments made totalling £36584.42 between 29<sup>th</sup> October 2020 and 24<sup>th</sup> November 2020</p> <p><i>Proposed by Cllr. A Hollis and Seconded by Cllr M Taylor Unanimous</i></p> <p><b>RESOLVED: -</b>  <i>That the schedule of thirty-five payments totalling £36,584.42 made between 29<sup>th</sup> October and 24<sup>th</sup> November be accepted and duly signed</i></p>								
2020(RC)045	<p><b><u>ITEM 7. Financial Summary</u></b>  To receive a financial summary and detailed income and expenditure as of 24<sup>th</sup> November 2020</p> <table style="margin-left: 40px;"> <tr> <td>7a</td> <td>Financial Summary</td> </tr> <tr> <td>7b</td> <td>Commitments</td> </tr> <tr> <td>7c</td> <td>Budgets by Detail</td> </tr> <tr> <td>7d</td> <td>Balance sheet</td> </tr> </table> <p><i>Cllr M Holmstedt referred to Town Hall hire cost and for the Town Clerk to seek waiving of any fees for Standing Committees</i></p> <p><i>Proposed by Cllr M Carrigan and Seconded by Cllr L Needham Unanimous</i></p> <p><b>RESOLVED:</b>  <i>That the Resources Committee receive the financial update item a-e en-bloc</i></p>	7a	Financial Summary	7b	Commitments	7c	Budgets by Detail	7d	Balance sheet
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2020(RC)046	<p><b><u>ITEM 8. Three Year Budget – 2021 to 2024</u></b></p> <p>To consider a 3-year budget for 2021 – 2024, implications on Precept and to make recommendations to Town Council to set the budget for 2021/202</p> <p>The Town Clerk produced a budget based on a zero percent increase over a three year period noting a first year shortfall will be covered from an Earmarked Reserve provision and any reduction in actual precept amount arising out of a reduced tax base is also provided for</p>								

	<p>Cllr M Taylor advised that his group had not been consulted about the budget and felt that the budget was too timid an opportunity was missed to build up funds to be able to take back services that may be stopped by Calderdale MBC and that whilst the Town Council had the power to increase precept it should look to do so.</p> <p>Cllr M Holmstedt felt that at band A - £36 per annum the precept was not onerous.</p> <p>Cllr A H Greenwood felt that £36 per annum could still be a significant cost to those struggling economically.</p> <p>Cllr D Skelton advised that as the controlling group, the budget was not timid in that even at a zero increase it had provisioned to increase Reserves, including a Community Development Reserve, that major projects such as the Festive lights and Wheelspark were under way through collaboration with Calderdale MBC and that they were conscious of hardships being experienced locally.</p> <p><i>Proposed by Cllr M Carrigan and Seconded by Cllr A H Greenwood</i></p> <p><i>That a zero-increase budget be presented to Town Council for approval at a band D rate of £54.68</i></p> <p><i>Cllr A H Greenwood called for a named vote?</i></p> <p>For Cllrs D Skelton, S Martin, M Carrigan, P Ripley, A H Greenwood, A Hollis  Against – none  Abstentions Mayor (ex officio) R Coleman- Taylor, M Holmstedt, M Taylor, P Taylor, L Needham (substitute for M Doyle)</p> <p><b><i>Motion carried</i></b></p> <p><b><i>RESOLVED:</i></b>  <i>That Members of the Resources Committee submit a recommendation to Town Council for a zero- increase budget.</i></p>
2020(RC)047	<p><b>ITEM 9 Internal Auditor Report</b>  To receive the Internal audit report and to consider any recommendations arising.</p> <p><i>The Town Clerk advised that the Internal Audit had not yet been completed but was assured would be ready for Town Council meeting on 16<sup>th</sup> December 2020.</i></p> <p><i>Members noted the update</i></p>
2020(RC)048	<p><b>ITEM 10 Wheelspark</b>  To receive a report on the status of this project and to seek approval to accept the terms of a funding agreement and to authorise execution of such an agreement.</p> <p>The Town Clerk presented the report and updated them on matters and the agreement</p> <p>Cllrs thanked the Town Clerk for his work on bringing the project to its current stage, Ex Cllr Diane Tremayne for her support and Cllr M Holmstedt for her resolve in continuing to support and promote this project</p> <p><i>Proposed by Cllr P Taylor and Seconded by Cllr A Hollis Unanimous</i></p> <p><b><i>RESOLVED:</i></b> <i>That the Resources Committee note the various stages of this project. That the Resources Committee confirm the actions of the Town Clerk in completing the</i></p>

	<p><i>elements required under the MHCLG agreement That the Resources Committee agree to enter into this agreement, subject to any minor modifications as agreed by the Town Clerk that may be necessary, and for the Mayor and Chair of Resources to sign the agreement on behalf of the Town Council.</i></p>
2020(RC)049	<p><b>ITEM 11. Festive Lights</b> To receive a report on the status of this project.</p> <p><i>The Town Clerk updated Members on this project and advised that he was still chasing CMBC for their formal agreement / purchase orders but had received advice that this was being resolved soon</i></p> <p><i>Proposed by Cllr M Carrigan and Seconded by Cllr M Holmstedt</i> <i>Unanimous</i></p> <p><b>RESOLVED:</b> That the Resources Committee note the progress in delivering this scheme. That the Resources Committee note the financial shortfall of £44,975 ex vat, pending grant reimbursement from Calderdale MBC. That if it necessary to access funding through use of the MHCLG funding agreement, the Town Clerk be authorised to complete the relevant sections, and that the Mayor and Chair of Resources Committee be authorised to execute such an agreement on behalf of the Town Council.</p>
2020(RC)050	<p><b>ITEM 12 . Calder Valley Community Land Trust Ltd – The Fielden Acre Project – Share Offer</b> To receive a report regarding the value for money and financial risk associated with investing in the Fielden Acre Community Share offer.</p> <p>Members considered the report and agreed to recommend to Town Council an investment £3,000 be made with an interest dividend of 2%</p> <p><i>Proposed by Cllr A Hollis and Seconded by Cllr S Martin Unanimous</i></p> <p><b>RESOLVED:</b> That the Resources Committee accept this Financial Risk Assessment and recommend that this investment should be made. That in view of the nominal potential interest return Members do not wish to seek an interest return on this investment. That investment is made subject to:</p> <ul style="list-style-type: none"> <li>➤ confirmation of funds held by “Ethex” by way of client account.</li> <li>➤ confirmation that if the share subscription minimum figure of £150,000 is not reached the investment will be returned in full</li> <li>➤ annual confirmation that such investment is held</li> </ul> <p>That in view of the advice that £135,000 had already been raised to make the investment immediately</p>
2020(RC)051	<p><b>ITEM 13. Grant Clawback and outstanding awards</b> To receive a report of any funds remaining to be clawed back following Covid 19 interruption and current awards not yet drawn down and to seek agreement to carry over one award into the 2021/22 financial year and allow a balance to be returned to be retained.</p> <p><i>Members discussed the report and felt that it was a reasonable request by Todmorden Folk Festival to use the £736 due to be repaid toward a digital format 2021 Festival and for Walsden Cricket Club to carry over their £3000 grant award into 2021/22.</i></p> <p><i>Members agreed to provide a generic letter of support to In the Park Productions</i></p>

	<p><i>Proposed by Cllr M Carrigan and Seconded by Cllr M Taylor Unanimous</i></p> <p><b>RESOLVED</b> That the Resources Committee agree that the Todmorden Folk Festival may retain the amount of £736 to be used as indicated in their letter of request. That the Resources Committee agree that the grant award of £3,000 towards disabled toilet provision to be carried over into the next financial year subject to payment only being made once all other funds are confirmed as in place. That the Town Clerk be authorised to write a generic letter of support to In the Park Productions to be used in connection with an Arts Council Grant Application</p>
2020(RC)052	<p><b>ITEM 14. Fielden Statute Plaque</b> To consider the placing of a permanent plaque acknowledging the contribution made to Todmorden by John Fielden.</p> <p>The Town Clerk advised Members that Calderdale MBC had no objection to this proposal but that this would require Listed Building Consent and approval by the conservation officer for materials used and that a plaque should not be attached to the original marble base.</p> <p>Members discussed the statue and suggested we consider a blue plaque in similar style as our others and that the wording used recently be condensed</p> <p><i>Proposed by Cllr A H Greenwood and Seconded by Cllr M Taylor Unanimous</i></p> <p>RESOLVED; That the Town Clerk review the wording, investigate blue plaque options, circulate by email to Members for comment/agreement before then applying for listed building consent</p>
2020(RC)053	<p><b>ITEM 15 Update, Public Garden, Rochdale Road, Shade</b> To receive an update</p> <p>Cllr A H Greenwood spoke to the item and informed members that the garden area across the road at the end of Barr Street now had locked gates but was unkempt. Searches at Land Registry had not identified any ownership. Todmorden in Bloom were happy to look after this area with perhaps planting with shrubs. No liability would fall on the Town Council.</p> <p>Action – Town Clerk to liaise with Todmorden in Bloom</p>
2020(RC)054	<p><b>ITEM 16. Marketing and Communications Plan</b> To receive a draft Marketing and Communications Plan for consideration</p> <p>The Town Clerk advised that this was work in progress and a first draft for Members to consider noting a detailed communications plan needed to be drawn up to better inform the practical actions needed now we were operational with web site and social media.</p> <p><i>Proposed by Cllr A H Greenwood and Seconded by Cllr P Taylor Unanimous</i></p> <p><b>RESOLVED:</b> That Members take away the document and feedback any comments they may have to the Town Clerk and for him make amends and work up a communication plan to circulate to Members for comment with a view to bringing to the next Resources Committee a version for approval.</p>

2020(RC)054	<p><b>ITEM 17. Benches</b> To consider future provision.</p> <p>Cllr R Coleman- Taylor informed Members that at their meeting of Climate Emergency Committee the matter of Benches had been raised and that Incredible Edible had offered support to help with any repairs necessary.</p> <p>Cllr D Skelton informed Members that he had sent pictures and locations to Admin to help compile an up-to-date list.</p> <p>Cllr L Needham wondered whether any shelters could be provided for Benches given our weather.</p> <p>The Town Clerk advised that he had approached Calderdale MBC to see if there is a definitive list of Benches in Todmorden and whether if numbers are reasonable to perhaps consider seeking Transfer of ownership to the Town Council.</p> <p>The Town Clerk advised that there would be a need for an audit including condition and the need to develop a Benches Policy.</p> <p><i>Proposed by Cllr D Skelton and Seconded by Cllr P Taylor Unanimous</i></p> <p><b>RESOLVED</b> That the Town Clerk brings a report to the next Resources Committee with recommendations</p>
2020(RC)055	<p><b>ITEM18. Correspondence Receive</b> To receive and consider any items of correspondence.</p> <ul style="list-style-type: none"> <li>• Use of Town Hall in the event of flooding</li> </ul> <p>Members expressed concerns regarding the lack of clarity as to what actions would be taken when we are flooded again and especially regarding the use of a facility as a hub. Concerns were also expressed about access to equipment provided by the Flood Group Members wished to establish a task and finish working group - limited meetings - to draw up an immediate action plan. Cllr M Holmstedt advised that she had such a plan from before and would send to the Town Clerk.</p> <p>The Town Clerk would continue to press Calderdale MBC for clarification and advise as to where equipment could be drawn from noting that there was concern that no equipment was now held in the basement at the Town Hall.</p> <p><i>Proposed by Cllr A H Greenwood and Seconded by Cllr M Carrigan Unanimous</i></p> <p><b>RESOLVED</b> That a task and finish working group be set up to document immediate actions required</p> <p><i>Proposed by Cllr M Taylor and Seconded by Cllr M Carrigan Unanimous</i></p> <p><b>RESOLVED</b> That the Members of the task and finish working group be Cllrs A H Greenwood, A Hollis, S Martin, P Taylor and L Needham</p>
2020(RC)056	<p><b>ITEM 19 any items for future Agenda discussion</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>➤ Outstanding issues</li> <li>➤ Marketing Plan / Communications Plan</li> <li>➤ Benches Report</li> <li>➤ Draft 5-year Strategic Plan</li> <li>➤ Wheelspark update</li> </ul>

	➤ <i>Graffiti – to be considered by Development Committee</i>
2020(RC)057	<p><b>ITEM 20 Date of the next Committee meeting</b></p> <p>To note the date of the next routine committee meeting scheduled for Wednesday 24th February 2021 at 7.30pm by virtual meeting.</p> <p>To note there will be a single item Meeting to be held on Monday 14<sup>th</sup> December at 7.30pm – Wheelspark Tender Selection</p> <p>To note that there will be a meeting of the user/working group on Wednesday 9th December 2020 at 7.30pm to receive presentations from bidders for this project.</p> <p>The meeting finished at 9.15pm</p>