

TODMORDEN TOWN COUNCIL

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10th February 2022

YOU ARE HEREBY SUMMONED to attend a meeting of the Resources Committee which will be held on Wednesday 16th February 2022 at 7.30pm in the Cockroft Room at Todmorden Town Hall

C R Hill
C R Hill
Town Clerk

COVID CAUTION

Whilst Government restrictions have been lifted, we would respectfully ask that all persons entering the Town Hall continue to wear face coverings on entry, as they circulate and as they leave.

Entry will now be through the side door and visitors will still need to sign an attendance register. Please use the hand sanitiser provided as you enter the building.

All Agenda, minutes and meeting papers will be found on www.todmorden-tc.gov.uk which should be checked for any updated Agenda related items.

All enquiries or requests to speak on an item on the Agenda should be received by the Town Clerk no later than Monday 14th February 2022 (townclerk@todmorden-tc.gov.uk) tel 07923257879.

COMMITTEE MEMBERSHIP

D Skelton (Chair)	A H Greenwood (Vice-Chair)	M Carrigan
K White	P Ripley	S Martin
M Holmstedt	M Taylor	L Thorpe
A Hollis	R Coleman- Taylor	
J Turner (to be appointed to Resources Committee at Town Council on 23 rd February 2022).		

12 Committee Members plus Mayor Ex Officio

A minutes silence will be observed at the start of the meeting following the recent passing of David Tattersall - former Councillor and Leader of Todmorden Town Council

1. Apologies for Absence

To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.

2. Declarations of Interests

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.

Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

3. Public Participation

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

4. Minutes

To approve the draft minutes of the Resources Committee meeting held on 24th November 2021

5. Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960

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.

6. Todmorden PCSO's Update – for Decision

To receive an update from the Partnership Officer Lisa Raynor and Inspector Ben Doughty and to consider their request for grant funding for 2022/23 of £36,264 and recommendation to be made to Town Council.

7. Todmorden Information Centre – for Decision

To receive an update from the Todmorden Information Centre and to consider their request for grant funding for 2022/23 of £25,155.94 and recommendation to be made to Town Council.

8. Grant Awards feedback – for information and Decision

To receive any feedback for grants awarded

Ref	Applicant	Amount awarded	Purpose
8a	Calder Community Cares	£1531.65	Christmas support programme to elderly and in need
8b	Todmorden Makery	£3,000	Start up rent assistance
Request to consider varying use to include outreach work and to seek view as to future grant assistance.			
8c	Tod Walkers	£2,672	Production of Todmorden Centenary Way guide.
8d	Tod Orchestra (originally awarded in Dec 2019)	£732.04	Town Hall hire
8e	Book Festival	£3,000	Towards project delivery of Festival

9. 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 Requested	Purpose
9a	Old Library Cornholme	£3,000	Towards provision of commercial kitchen and related works total £8,000.
9b	Empowered People	£650	"Edge of Hills" Event
9c	Tod Folk Festival	£1,000	Event End of April - details to follow

10. Year End 2021/2022 Estimated Outturn, Earmarked Reserves- for Decision

To receive a report detailing the estimated outturn, movements for year-end carry over reserve and level of Earmarked Reserves for year end.

11. Financial Summary - for information

To receive a financial summary and detailed income and expenditure as of 7th February 2022.

- 11a Financial Summary
- 11b Commitments
- 11c Budgets by Detail
- 11d Balance Sheet

12. Schedule of Payments - for Decision

To receive and approve a schedule of 16 payments made between 18th January 2022 to 7th February 2022 totalling £7762.97

13. Start of Year Budgets for 2022-23 and 5 year forecast

To receive a report to establish start of year budgets for 2022-23 and to consider implications of proposed removal of Council Tax Reduction Support Grant and Parish Grant from 2023

14. Year End accounts timetable – for Information

To receive a proposed timetable for year-end close down of accounts and handover of financial responsibilities to the incoming Town Clerk/Responsible Financial Officer

15. Todmorden Town Deal Board – Sponsor role for Decision

To receive assurances from Calderdale MBC regarding TTC role as Sponsor and to make recommendation to Full Council to accept such assurances and formally confirm agreement.

16. Todmorden Town Deal Sponsor Grant Agreement- for Decision

To receive and consider a grant agreement.

17. Todmorden Town Deal as sponsor – update – for Information

To receive a report updating the committee on activities to date.

18. Welcome Back Fund- for Decision

To receive a report advising of submission of a bid to the welcome back fund in an amount of £30k subject to delivery of designated projects by 31st March 2022, funding reimbursement agreement and seeking delegated powers to progress.

19. Risk Registers – for Decision

To receive and approve a set of updated Risk Registers for comment and or approval.

20. Asset Register - for Decision

To receive and approve an updated Asset Register.

21. Insurance

To receive confirmation of insurance cover in place.

22. Financial Regulations

To receive a report on the Financial Regulations, and Scheme of Delegation for consideration and or recommendation for approval by Town Council to include additional recommendations in respect of Town Deal Sponsor Grant funding.

23. Committee Delegations and Terms of Reference for Resources Committee

To receive a report on the Committee Delegations and Terms of Reference for Resources Committee consideration and or recommendation for approval by Town Council, to include amendments in respect of Town Deal Sponsor Grant funding

24. Internal Controls

To receive a report regarding current Internal Controls for consideration and or recommendation for approval by Town Council to include amendments in respect of Town Deal Sponsor Grant funding.

25. Reserves and Treasury Management

To receive a report regarding the practical effectiveness of the Reserves and Treasury Management Policy consideration and or recommendation for approval by Town Council

26. Todmorden in Bloom- for information

To receive a verbal update regarding potential future financial implications arising out of proposals by Calderdale MBC to recharge costs previously met by them.

27. Update and proposed handover of Projects/Outstanding Work – for Information

To receive an update of project work outstanding and proposals for the handover of outstanding projects.

- a. Update of projects
- b. Proposals for handover
- c. Outstanding projects/work relating to this Committee.
- d. Completed projects/work completed relating to this Committee

28. Correspondence Received – for information

To receive and consider any items of correspondence.

29. Any items for discussion for a future agenda

To notify the Clerk of any matters for inclusion on the agenda of the next meeting.

30. Date of the next Committee meeting

To note the date of the next routine committee meeting scheduled for 4th May 2022 at 7.30pm