

TODMORDEN TOWN COUNCIL

Town Clerk's Office,
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www.todmorden-tc.gov.uk



28th October 2020

YOU ARE HEREBY SUMMONED to attend a meeting of the Resources Committee which will be held via virtual link owing to the Covid19 restrictions on public meetings on Wednesday 4th November 2020 at 7.30pm

**C R Hill
Town Clerk**

In view of Covid 19 restrictions on public gatherings public are invited to this meeting through use of zoom remote meeting technology.

To facilitate this, any member of the public wishing to attend and or ask a question on an Agenda item, receive copies of reports from the Agenda or wish raise any other matter, should contact the Town Clerk by email to townclerk@todmorden-tc.gov.uk to make the necessary arrangement to be admitted into the meeting.

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 email enquiries should be received by the Town Clerk no later than Monday 2nd November 2020

C R Hill
Colin Hill
Town Clerk

Meeting Joining Instructions

- 1) Download and sign up to the Zoom app on your PC <https://zoom.us/signup>
- 2) Click on the direct link
Colin Hill is inviting you to a scheduled Zoom meeting.
<https://zoom.us/j/99134945221?pwd=Q3dpcEZBMkxVdnRQRjc2Tkd4QlF3UT09>
- 3) Alternatively Enter the Meeting ID: 991 3494 5221
and then enter the Passcode: 528195

COMMITTEE MEMBERSHIP

**D Skelton (Chair)
M Carrigan
M Doyle
A H Greenwood**

**S Martin (Vice-Chair)
K White
M Holmstedt
A Hollis**

**T Roberts
P Ripley
M Taylor
P Taylor**

12 Committee members plus Mayor Cllr R Coleman- Taylor – ex officio

AGENDA

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 9th September 2020

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. Schedule of payments

To receive a schedule of twelve payments made totalling £12127.28 as of 28th October 2020

7. Financial Summary

To receive a financial summary and detailed income and expenditure as of 28th October 2020

- 7a Financial Summary
- 7b Commitments
- 7c Budgets by Detail
- 7d Balance sheet
- 7e Bank Reconciliation

8. Internal Controls

To receive confirmation from Cllr M Taylor of review of Banking and Cash Reconciliation as at 30th September 2020, and an update on Compliance of Internal Control Requirements.

9. Grant Applications

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	Todmorden Walkers	£2672.00 (1000copies) <i>or</i> £1883.50(500 copies)	Revision and update of the Todmorden Centenary Way walking guide
9b	Pet shop – Project Immortal bloom	£500	Provision of online workshops re use of recyclable materials as arts project.

10. Grant Feedback Forms

To receive the grant feedback forms inclusive of any audit expenditure receipts. The Committee may request to recover any underspent grant funds previously authorised or may approve use of underspends to be allocated to another project.

10a Todmorden Information Centre

10b Age Concern

10c Heptonstall Exhibitions

10d Richard Naylor Charity

11. Insurance Renewal

To receive a quotation from Zurich for renewal of Insurance Policy

12. Walsden Cricket Club

To receive a request to extend a new lease for a term of 25 years of Walsden Cricket Ground to Walsden Cricket Club – verbal update

13. Draft Budget for 2021

To receive a first draft standstill budget taking into account likely inflationary rises and contractual commitments.

14. Correspondence

To receive and consider any items of correspondence.

15. Covid 19 Walk in testing facilities

To consider the issue of the lack of Covid19 walk-in testing services in Todmorden and the difficulty for people without their own transport to get a test at all.

16. Remembrance Sunday Arrangements

To advise Members of latest arrangements.

17. Covid 19 Discretionary Fund

To advise Members of an award of £300 to Incredible Edible for dried/tinned goods distribution.

18. Any items for discussion for a future agenda

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

- Second draft budget incorporating Committee requirements
- Outstanding issues
- Grant Clawback and outstanding Awards
- Fielden Statute Plaque
- Internal Auditor Report

19. Date of the next Committee meeting

To note the date of the next committee meeting scheduled for Wednesday 2nd December 2020 at 7.30pm by virtual meeting.

A single item Agenda meeting to evaluate Wheelspark Tender return(s) is to be scheduled for Monday 7th December at 7.30pm