

TODMORDEN TOWN COUNCIL

Town Clerk's Office,
Todmorden Community College,
Burnley Road, Todmorden OL14 7BX
01706 548135



24th August 2020

townclerk@todmorden-tc.gov.uk
www.todmorden-tc.gov.uk

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 9th September 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 Friday 4th September 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
<https://zoom.us/j/93705623322?pwd=bEdlVFZlTGduLzlQQkdtWDgwTXpmQT09>
- 3) Alternatively Enter the Meeting ID: 937 0562 3322 and then enter the Passcode: 159654

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 Amenities Committee (a) meeting held on the 19th February 2020 and General Purposes Committee (b) held on 12th February 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. Update of Activity and outstanding items

To receive an update of activity carried out by the Town Council's Emergency Committee in relation to the Resources Portfolio and outstanding items as identified by the Town Clerk

7. Schedule of payments

To receive a schedule of payments made as of 31st August 2020

8. Financial Summary

To receive a financial summary and detailed income and expenditure as of 31st August 2020

- 7a Financial Summary
- 7b Commitments
- 7c Budgets by Detail
- 7d Balance sheet
- 7e Cash reconciliation

9. External audit

To receive the External Auditors statement.

10. Internal Controls

To agree a schedule for items to be reviewed over the next six months.

11. Grant Applications

To note the current budget before considering whether to approve any grant applications enclosed:

No items submitted as at date of Summons

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.

12. 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.

No feedback forms for consideration as at date of Summons

13. Accelerator Fund (Wheelspark & Christmas Lights) projects.

To receive a verbal update of financial issues that may be required to be approved.

14. Web site

To receive a verbal update

15. Correspondence

To receive and consider any items of correspondence.

16. Any items for discussion for a future agenda

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

- Outstanding items from Amenities and General Purposes

PRIVATE ITEM

Confidential on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.

16. Christmas Lights Tender – selection of approved contractor

To receive a report outlining the options submitted, scoring matrices and financial considerations.

17. Date of the next Committee meeting

To note the date of the next committee meeting scheduled for Wednesday 4th November 2020 at 7.30pm by virtual meeting.

A single item Agenda meeting to evaluate Wheelspark Tender return(s) is to be scheduled for Tuesday 10th November at 7.30pm to make recommendation to Full Council