

# TODMORDEN TOWN COUNCIL

Town Clerk's Office,  
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[www.todmorden-tc.gov.uk](http://www.todmorden-tc.gov.uk)



12th November 2020

**YOU ARE HEREBY SUMMONED to attend a meeting of the Town Council which will be held via virtual link owing to the Covid19 restrictions on public meetings on Wednesday 18th 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](mailto: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](http://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 16<sup>th</sup> 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) <https://zoom.us/j/96728119596?pwd=ZXc2MXk0VWdnRDNUS042Zm5DYlU2UT09>
- 3) Alternatively Enter the Meeting ID: 967 2811 9596 Passcode: 829083

**Please note Zoom meeting protocols at end of this summons.**

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## COUNCIL MEMBERS

R Coleman – Taylor (Mayor)  
D Skelton  
P Ripley  
L Needham  
L Levick  
M Carrigan

The Revd. G Kent (Deputy Mayor)  
S Martin  
A Hollis  
J Williams  
P Taylor  
M Taylor

K White  
A Greenwood  
T Roberts  
C Potter  
M Holmstedt  
M Doyle

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Full Council 17 Members and Town Mayor

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# 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 minutes of the Town Council meeting held on the 14<sup>th</sup> October 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. Committee Minutes

To confirm the receipt of approved committee minutes previously circulated and to receive them En-Bloc

6a	Development Committee	28 <sup>th</sup> October 2020
6b	Resources Committee	4 <sup>th</sup> November 2020
6c	Climate Emergency Committee	11 <sup>th</sup> November 2020

**Note: All council minutes are available on the Town Council website. Members are required to confirm the receipt of committee minutes. Any amendments to the draft committee minutes can only be made at the next relevant committee meeting where the meeting will be required to confirm the accuracy of the minutes and approve as a true record of proceedings**

## 7. Financial Virements, Earmarked Reserves and Budget Increases

To receive a report seeking ratification of the Resources Committee decision to agree budget virements, changes to Earmarked Reserves, establishment of new project -based budgets, and a financial summary, detailed revised budgets and balance sheet following such changes.

**8. Standards Matter – Public Consultation**

To receive a paper circulated by the National Association of Local Councils for the Town Councils view regarding the Code of Conduct and how well ethical standards are help up in public life.

**9. Calder Valley Community Land Trust Ltd – The Fielden Acre Project – Share Offer**

To consider whether Todmorden Town Council wishes to invest in a community share offer.

**10. Climate Emergency – amended resolution, update and action plan**

To receive a report from the Climate Emergency Committee seeking an amended resolution, to provide an update of their work and to present their action plan.

**11. Calderdale Green New Deal**

To receive a paper seeking the endorsement of Todmorden Town Council.

**12. Todmorden Emergency Support group**

To consider the approval of Trustees.

**13. Correspondence Received**

To consider any correspondence received not already tabled for discussion on the Agenda

Letters received in response to TTC letters sent.

- **Response from MP re Schools Laptop provision**
- **Response from CMBC re Parent fines and laptop**
- **Response from Lancs re Service 800**

**23. Date of the next Town Council meeting**

To note the date of the next Meeting of the Town Council be scheduled for 16<sup>th</sup> December 2020 at 7.30 p.m.



## **Todmorden Town Council**

### **Remote Meeting by Zoom Protocols**

- Please mute yourself when not speaking - this helps keep background noise to a minimum which will improve everyone's ability to hear the discussions.
- If everyone is able to join by video, then they could raise their hands when they wish to speak. The Clerk will assist the Chairman in identifying who may wish to speak.
- The chairman may ask everyone to state their name before they start speaking so that it is always clear who is speaking.
- The Clerk for the meeting will try to keep an eye on who is present. If anyone drops out because of poor connection, the Clerk will make the Chairman aware and make a note of that person's absence.
- If anyone does lose the connection, please attempt to re-enter the meeting and the Clerk will try to admit at a suitable time in the proceedings

### **Rules and Expectations of the Public During the Formal Council Meeting**

The Chair will state that 'In the formal Council meeting there is no right for members of the public to speak without invitation of the Council (not just the Chair)'.

The Chair will come to them if and when there is an appropriate point in the proceedings.

The Chair will seek a resolution from council to permit you to speak, please be patient while this necessary procedure is undertaken.

The Chair will state 'You will only be permitted to speak during the formal meeting if you have information for the council which may impact on its decision making in a specific issue.

Complaints will not be accepted in the meeting; any complaints are to be referred to the clerk by way of the council's complaints procedure'.

Members of the public are welcome to stay for all of the proceeding except when there is need to exclude them for a "Private Item". At which stage the Clerk will remove members of the public and press from the meeting.

If a member of the public is disruptive in a meeting or does not adhere to these rules, the Chair will remind them of the meeting rules. If necessary, that member of the public will be removed from the virtual meeting.