

# TODMORDEN TOWN COUNCIL

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



26<sup>th</sup> April 2021

[townclerk@todmorden-tc.gov.uk](mailto:townclerk@todmorden-tc.gov.uk)  
[www.todmorden-tc.gov.uk](http://www.todmorden-tc.gov.uk)

**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 Saturday 1<sup>st</sup> May 2021 at 10.30 am**

*C R Hill*

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 to 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 Wednesday 28<sup>th</sup> April 2021**

## Meeting Joining Instructions

- 1) Download and sign up to the Zoom app on your PC <https://zoom.us/signup>
- 2) Join Zoom Meeting  
<https://zoom.us/j/97078420820?pwd=dGlVais5bkl2ZWV4Uk5lOXVsZU9nUT09>
- 3) Alternatively Enter the Meeting ID 970 7842 0820 Passcode 929325

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

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## COUNCIL MEMBERS

R Coleman – Taylor (Mayor)  
D Skelton  
P Ripley  
J Williams  
P Taylor  
M Taylor

The Revd. G Kent (Deputy Mayor)  
S Martin  
A Hollis  
C Potter  
M Holmstedt  
M Doyle

K White  
A Greenwood  
L Needham  
L Levick  
M Carrigan

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Full Council 16 Members 1 Vacant Seat and Town Mayor

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## AGENDA

**1. The Election of Town Mayor.**

To receive a nomination for Cllr Pat Taylor to preside as Mayor of Todmorden for the Municipal year 2021/22

**2. The Town Mayor to make Declaration of Acceptance of Office.**

**3. The Election of Deputy Town Mayor**

To receive a nomination for Cllr Mathew Doyle to preside as Deputy Mayor of Todmorden for the Municipal year 2021/22

**4. The Deputy Town Mayor to make Declaration of Acceptance of Office.**

**5. Apologies for Absence -**

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

**6. 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.

**7. 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

**8. 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.

**9. Appointment of Standing Committee Chairs and Vice Chairs**

To receive nominations for Standing Committee Chairs and Vice Chairs as detailed below.

<b>Position</b>	<b>Resources</b>	<b>Development</b>	<b>Climate Emergency</b>	<b>Staffing</b>
Chair	Cllr D Skelton	Cllr C Potter	Cllr The Revd G Kent	Cllr M Carrigan
Vice Chair	Cllr A H Greenwood	Cllr S Martin	Cllr R Coleman- Taylor	Cllr D Skelton

## 10. Appointment to Committees

To receive nominations for Standing Committee Membership as detailed below.

Resources	Development	Climate Emergency	Name
Cllr D Skelton	Cllr C Potter	Cllr The Revd. G Kent	Cllr M Carrigan
Cllr A H Greenwood	Cllr S Martin	<b>VACANT</b>	Cllr D Skelton
Cllr M Carrigan	Cllr J Williams	Cllr Williams	Cllr A H Greenwood
Cllr P Ripley	Cllr A Hollis	Cllr P Ripley	Cllr A Hollis
Cllr A Hollis	Cllr. The Revd. G Kent	Cllr R Coleman – Taylor	Cllr L Levick
Cllr S Martin	Cllr A H Greenwood	Cllr M Taylor	Cllr M Taylor
<b>VACANT</b>	<b>VACANT</b>		
Cllr K White	Cllr K White		
Cllr M Taylor	Cllr R Coleman- Taylor		
Cllr R Coleman – Taylor	Cllr M Doyle		
Cllr M Holmstedt	Cllr L Levick		
Cllr M Doyle	Cllr L Needham		

**The Mayor of Todmorden is a Member of any Committee Meeting ex officio**

## 11. Working groups

To receive nominations for Working Group Participation as detailed below.

Neighbourhood Plan	Climate Emergency	Communications	Wheelspark
Cllr C Potter (Chair)	Cllr The Revd G Kent ( Chair)	Cllr M Carrigan (Chair)	Cllr D Skelton ( Chair)
Cllr The Revd G Kent	<b>VACANT</b>	Cllr The Revd G Kent	Cllr M Carrigan
Cllr A Hollis	Cllr J Williams	Cllr C Potter	Cllr M Holmstedt
Cllr J Williams	Cllr P Ripley	Cllr J Williams	User group
<b>VACANT</b>	Cllr R Coleman- Taylor	Cllr M Doyle	
Cllr R Coleman - Taylor	Cllr M Taylor	Cllr M Taylor	
Integreat representative(s)			

**The Mayor of Todmorden may attend any Working Groups ex officio**

## 12. Outside Bodies

To receive nominations for representation on Outside Bodies as detailed below.

<b>Name of Organisation</b>	<b>Representative(s)</b>
Age Concern Todmorden.	Cllrs. M Carrigan and P Taylor
Mid-Pennine Arts Association.	Cllr D Skelton
Yorkshire Local Councils Association.	Cllrs. D Skelton and Cllr A H Greenwood
Todmorden Town Twinning Association Management Committee.	Cllrs A Hollis and M Taylor
Todmorden Civic Pride Partnership Board.	Cllrs C Potter, L Levick and M Taylor
Todmorden Development Board.	Cllrs A Hollis, C Potter and D Skelton.
Coordinators for emergency purposes to act both in an emergency and in the aftermath.	Cllrs A Hollis, G Kent, M Holmstedt, L Levick and K White
Town and Parish Council Liaison Group.	Cllr. M Holmstedt (sub R Coleman- Taylor)
Incredible Edible Todmorden Steering Group or Board.	Cllrs. P Ripley and M Taylor
Todmorden Flood Group.	Cllrs. G Kent and A Hollis.
Upper Valley Flood Resilience Community Sub	Cllrs. G Kent and R Coleman- Taylor
Todmorden Accident Prevention Council.	Cllrs C Potter and P Taylor
Friends of Centre Vale Park.	Cllr G Kent and Cllr L Needham
Calder Valley Rail Partnership	Cllr D Skelton
Reaps Moss Community Benefit Fund	Cllrs A H Greenwood and C Potter
Crook Hill Community Benefit Fund.	Cllrs A H Greenwood and C Potter.

### 13. Appointment as Trustees

To receive nominations to sit as Trustees on Outside Bodies as detailed below.

Name of Organisation	Trustee
Todmorden Emergency Support (War Memorial Trust & Abraham Ormerod Trust).	Cllrs M Carrigan, G Kent and A. Hollis
Todmorden Information Centre Trust	Cllrs A Hollis, P. Ripley, M Holmstedt and P Taylor
Trustees to Heptonstall Exhibition and Richard Naylor Charities.	Cllrs P Ripley, D Skelton, L Levick and K White
Trustee to Fielden Centre Association.	Cllrs J Williams and L Levick
Trustee to Todmorden Carnival Group.	Cllrs P Taylor and M Doyle
Trustees to John Eastwood Homes.	Cllrs M Carrigan and M Taylor
Trustees to Cloughfoot School Trust.	Cllrs P Ripley and K White

### 14. General Power of Competence

To receive a report recommending that the Town Council Resolve to adopt the General Power of Competence.

### 15. Date of the next Town Council meeting

To note the date of the next Meeting of the Town Council be scheduled for Wednesday 16<sup>th</sup> June 2021 at 7.30 pm – venue and format to be advised.



## 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. Participants may wish to use the "Reactions" button on your screen to use the thumbs up image to act as a raising of the hand.



- The chairman may ask everyone to state their name before they start speaking so that it is always clear who is speaking. It is helpful to have your correct name when logging in and group from if appropriate if at all possible.
- 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.