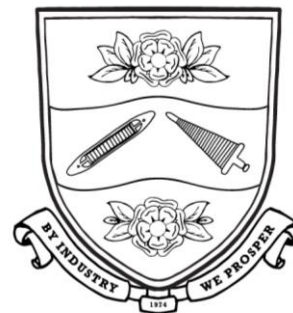


TODMORDEN TOWN COUNCIL

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

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



19th April 2021

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 Tuesday 27th April 2021 at 7.30pm

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 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 23rd 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/99041789112?pwd=Nlk5emlPa3R5bzNqc05rNnFyYUZtZz09>
- 3) Alternatively Enter the Meeting ID 990 4178 9112 Passcode 743397

Please note Zoom meeting protocols at end of this summons.

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

Full Council 16 Members 1 Vacant Seat and Town Mayor

**The Council will hold a minutes silence before commencement of business in
respect of the recent death of
His Royal Highness The Prince Philip Duke of Edinburgh**

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 17th March 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. Committee Minutes - Information

To confirm the receipt of approved/draft committee minutes previously circulated and to receive them.

6 Development Committee

31st March 2021

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. Schedule of Payments- Decision Required

To receive and approve a schedule of 25 payments made between 9th March 2021 and 31st March 2021, totalling £15,685.97.

8. Year- End outturn – For Information

To receive a report on the outturn for 2020/21 subject to Internal and External Audit and comparison of outturn for 2020/21 against that of 2019/20

9. Internal Auditors Report

To receive the Internal Auditors report for 2020/21

10. Annual Governance and Accounting Return Part 3 – Decision Required

To receive a report providing assurances, the Internal Auditors Certificate AGAR for formal approval and date of the Public's Right to Inspect

11. Annual Governance Return – Decision Required

To Resolve for the Mayor and Town Clerk to sign Section 1 of the return - The Annual Governance Statement 2020/21

12. Annual Governance Return – Decision Required

To Resolve for the Mayor to sign Section 2 of the return - The Accounting Statements 2020/21

13. Budgets 2021/22 - Decision Required

To receive a report presenting start of year budgets for 2021/22, to authorise movement from Earmarked Reserves and the forecast impact on General Reserves.

14. Commemoration Plaque – For Discussion

To consider installing a Commemorative Plaque at Todmorden Market Hall in respect of Covid 19 impact on Todmorden.

15. Code of Conduct and Register of Interests – Decision Required

To remind Members of the Code of Conduct and the need to register interests.

16. Committee Terms of Reference and Schemes of Delegation - Decision Required

To receive a report from the Clerk recommending adoption of an updated Committee Terms of Reference and Scheme of Delegation.

**17. Community Asset Transfer Land between Carr Road and Coronation Terrace
Decision Required**

To consider whether to support a community request to assist with the asset transfer and management of land between Carr Road and Coronation Terrace to become a community managed garden and locally managed asset." Land currently owned by CMB.

18. Lottery Fund Bid- Decision Required.

To ratify a bid submitted for external funding of £149,000 in respect of a Climate related project "Ready Steady Cook" involving home cooking.

19. Climate Emergency Committee – Decision Required

To receive a report presenting a future action plan subject to adequate resourcing being provided to enable delivery.

20. Pledge request to support Climate Emergency – Decision Required

To receive a request from Calderdale New Green Deal asking Todmorden Town Council to support their wish to encourage Councillors standing in the Borough Elections to make the following pledge.

'If elected I pledge to ensure our council works with local communities to rapidly implement a Climate Action Plan which drastically cuts emissions over the next 10 years, and that the climate & ecological emergency is the top priority in all council actions.'

21. Office and Council meetings update. Information only

To provide a verbal update on Officer return to office implications, the nature of future Council meetings and potential interim arrangements.

22. Mayor Making – Citizenship Awards- For Discussion

To consider whether latest government guidance enables a ceremonial only event to be planned and nominations sought for a Citizenship Award.

23. Correspondence Received.

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

24. Objection to Calderdale Local Development Plan – Denis’ Field Site Allocation for Development- Decision Required

To ratify the Actions of the Town Clerk in writing a letter of objection to the inclusion of this site in the Local Development Plan noting the consultation period ended before being able to convene a meeting to affirm this owing to the official period of mourning following the death of His Royal Highness, The Prince Philip Duke of Edinburgh.

25. Wheelspark Project – Information only.

To receive a verbal update on this project.

26. Date of the next Town Council meeting

To note the date of the next Meeting of the Town Council be scheduled for Saturday 1st May 2021 at 10.30 a.m. at which only the following items of business will be considered.

- Election of Mayor and Declaration of Acceptance
- Election of Deputy Mayor and Declaration of Acceptance
- Election of Committee Chairs, Vice Chairs and Membership
- Election of representation to Outside Bodies and Trustees
- General Power of Competence – Resolution to adopt.

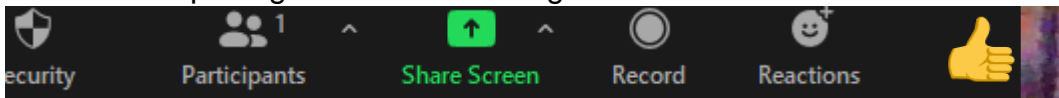


Todmorden Town Council

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.