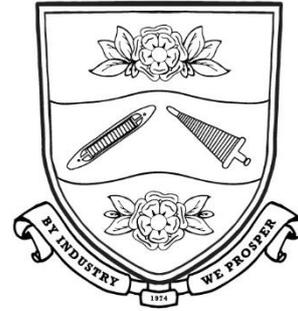


TODMORDEN TOWN COUNCIL

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MINUTES OF THE MEETING OF THE CLIMATE EMERGENCY COMMITTEE
 Held in the Cockcroft Room, Todmorden Town Hall, Bridge Street, Todmorden, on
 Wednesday 1 December 2021 at 7:30 pm

Councillors Present:), Cllr Rev G Kent (Chair), Cllr M Holmstedt (substituting for Cllr R Coleman-Taylor), Cllr P Ripley, Cllr J Williams, Cllr L Thorpe and Cllr P Taylor

Absent Councillors: Cllr R. Coleman-Taylor (Vice Chair) and M Taylor

Observing Councillors (not a member of the committee): None

Officers: C Hill -Town Clerk, R Crane -Climate Officer (minute taker)

Members of the Public: None

A minute's silence was held as a mark of respect, following the recent passing of Cllr Christine Potter

2021(CEC)047	<p><u>ITEM 1. Apologies for Absence</u> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting noting substitutions at late notice will be allowed</p> <p><i>Apologies were received from Cllrs R. Coleman-Taylor and M Taylor</i></p> <p><i>Proposed by Cllr L Thorpe and Seconded by Cllr M Holmstedt Unanimous</i></p> <p><i>RESOLVED:</i> <i>That the apologies and the reasons given be accepted, namely that Cllr R Coleman-Taylor could not attend on account of an injury and Cllr M Taylor in attending to such injury.</i></p>
2021(CEC)048	<p><u>ITEM 2. Declarations of Interest</u> 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.</p> <p><i>None received</i></p>
2021(CEC)049	<p><u>ITEM 3. Public Participation</u> To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be under public participation.</p> <p><i>No public were present</i></p>

2021(CEC)050	<p>ITEM 4. Minutes - To approve the draft minutes of the Climate Emergency Committee meeting held on 27th October 2021.</p> <p><i>Proposed by Cllr J Williams and seconded by Cllr M Holmstedt Unanimous</i></p> <p>RESOLVED: <i>That the minutes of the Climate Emergency Committee meeting held on 27th October 2021 be accepted as a true record and the Chair to be authorised to sign as such.</i></p>
2021(CEC)051	<p>ITEM 5 - Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960</p> <p>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.</p> <p><i>Proposed by Cllr Revd G Kent and seconded by Cllr J Williams Unanimous</i></p> <p>RESOLVED: <i>That any public or press who may attend be allowed to stay for the whole of the meeting</i></p>
2021(CEC)052	<p>ITEM 6 – Progress report – for information</p> <p>To provide an update for members of progress on the work programme.</p> <p>6a. Progress Report</p> <p><i>The Town Clerk explained that the social media side of communications will be effectively on hold until the Climate Emergency section of the website goes live. He explained that this was necessary to ensure that my actions and agendas corresponded to the Action Plan.</i></p> <p><i>The Chair commented that due to the newness of the climate emergency project itself, it is important to remain on track and for TTC's Climate Officer to work alongside Hebden Royd's Climate Emergency Officer.</i></p> <p><i>Members were in agreement for the Climate Officer to keep the committee informed of networking progress and how, through tapping into the climate action plan agendas of neighbouring councils, this creates the opportunity to work in parallel to ensure a more coordinated response to the climate emergency.</i></p> <p>6b. Natural Flood Management Event Feedback(NFM)</p> <p><i>It was agreed that one of the desired outcomes following on from the NFM event is to raise the profile of the Mayor's chosen charity 2021-22, namely Slow the Flow,</i></p> <p><i>The Chair wished the committee to bear in mind an idea for a future NFM project that focuses on tackling the problem of run-off flooding in Centre Vale Park. This project would involve assistance from groups of volunteers and a consideration of the natural springs of Centre Vale Park and the planting of additional trees, with possible funding and support from the Environment Agency.</i></p>

	<p><i>Cllr J Williams suggested that, on reflection, it would have been better to introduce the Climate Emergency Pledge at the opening of the NFM event, so people had more time to read and tick their chosen pledges in preparation for being collected at the event's closing, and that this issue of effective timing is something to bear in mind for future events where the pledge is being promoted. Members thanked the Mayor for her support of the NFM event.</i></p> <p><i>Proposed by Cllr M Holmstedt and seconded by Cllr J Williams Unanimous</i></p> <p>RESOLVED: <i>To receive the update with thanks.</i></p>
2021(CEC)053	<p>ITEM 7 – Website Content – for decision</p> <p>To present to members for consideration a proposed content for the Climate Emergency Section of the website.</p> <p>7a Outline structure</p> <p><i>The Climate Officer took the opportunity to introduce the outline structure and all subsequent items of website content for decision. All were appreciative and in agreement of acceptance of the proposed content, confirming that the climate section of the website may go live. Some members commented, however, on specific details of the proposed website material, with suggestions of additions/amendments.</i></p> <p>7b Introduction to CEC</p> <ul style="list-style-type: none"> • <i>Members were happy for the content of this feature to go live</i> <p>7c Pledge introduction</p> <ul style="list-style-type: none"> • <i>Members were happy for the content of this feature to go live</i> <p>7d Pledge tips and advice</p> <ul style="list-style-type: none"> • <i>Suggestions from Cllr M Holmstedt to include information in the 'Pledge Tips and Advice' section on Todmorden charity shops and a further suggestion to include a piece about 'shopping local' so as to support local businesses and their lower distances of goods transportation and to reduce travelling distances of shopping trips.</i> <p>7e Todmorden Action Groups</p> <ul style="list-style-type: none"> • <i>A suggestion from the Chair to include an appeal for volunteers to join up and help out with local climate-related group activities, and for this to be included in the 'Todmorden Action Groups' page.</i> <p>7f Todmorden College</p> <ul style="list-style-type: none"> • <i>A suggested inclusion of video clips of the TodCOP event, to serve as an additional feature to the 'Todmorden College' page.</i> • <i>A suggestion of Cllr M Holmstedt's, to include details of Todmorden Makers' Tool Library</i>

- A proposed amendment from Cllr L Thorpe concerning the 'food bank' detail in the 'Todmorden College' page -to change the wording to 'food drop-in' service and to incorporate this detail into the wider CEC action plan as a project that directly addresses food and packaging waste reduction.

7g Grants

- The Clerk informed members that the Grants section of the website pages is currently 'work in progress.'

7h Recommended reading.

- Members were happy with the content of this feature and agreed that it serves as a good promotion of the local library services and resources.

The Clerk also took the opportunity to inform members of the CO's intention to make the live climate section of the website visible, ahead of a press release in the local newspaper next week.

Cllr Holmstedt suggested an inclusion of an appeal to sign up to the pledge in subsequent press releases. Other committee members were in agreement of this.

Proposed by Cllr J Williams and seconded by Cllr P Ripley
Unanimous

RESOLVED: That members receive the proposed content for the climate section of the website and confirmed that such content may go live after suggested amendments and additions are made.

2021(EC)054

ITEM 8 – Climate Emergency Committee Action Plan Format – for decision
To present to members for consideration a proposed format and outline content.

The Climate Officer introduced each proposed section of the Action Plan pamphlet. She proposed an idea for the front page design, to include an image of Stoodley Pike monument.

Members were in agreement, with the emphasis on being mindful of copyright material for image use.

The Chair agreed the inclusion of a photo image of himself, which he will provide in due course. The Chair drew attention to the included 'bubble' content of the Action Plan spider diagram, with a suggestion to include further 'bubbles' local government, local parish and town councils and specifically CMBC and other local authorities.

Members were happy with the remaining proposed content for the leaflet.

Proposed by Cllr J Williams and seconded by Cllr M Holmstedt Unanimous

	<p>RESOLVED: Members agreed that Cllrs Revd G Kent Cllr J Williams and Cllr P Taylor approve the leaflet before going to print.</p>
2021(EC)055	<p>ITEM 9 Action Plan Priorities To review the Action Plan and agree which items need to be worked on.</p> <p><i>The Town Clerk emphasised the importance of establishing a solid website platform before moving ahead with any points on the Action Plan.</i></p> <p><i>Cllr J Williams proposed an informal meeting to discuss Action Plan priorities noting some will take considerably longer to complete than others, with a further agreement to not start new tasks, but focus on the ones at hand. All were in favour of a January informal meeting to be held on Monday 17th January 2022, 2-4pm,</i></p> <p><i>A ‘brainstorm’ of ‘hows,’ as means of completing the tasks will be brought to the committee from the Town Clerk and Climate Officer, for their consideration.</i></p> <p><i>Members agreed that the next agenda items should also focus on the development and delivery of the various proposed ideas for promotion and communication, including a market stall event, merchandise and social media coverage.</i></p> <p><i>Members discussed optimum market days for pledge and Action Plan promotion, with most members agreeing that Thursday would be the best day for this.</i></p> <p><i>Cllr J Williams suggested that it would be a good idea to implement a method of monitoring how many people visit the Climate Emergency webpages.</i></p> <p><i>Proposed by Cllr J Williams and seconded by Cllr L Thorpe Unanimous</i></p> <p>RESOLVED: To receive the update with thanks and agreed for the first three priorities to be worked up are item numbers 1,2,5 of the Action Plan</p>
2021(EC)056	<p>ITEM 10 Grant Applications To receive any grant applications.</p> <p><i>None received</i></p>
2021(EC)057	<p>Item 11 Correspondence To receive and consider any items of correspondence for consideration</p> <p><i>None received</i></p>
2021(EC)058	<p>ITEM 12 Future Agenda Items To consider future agenda items</p> <ul style="list-style-type: none"> ➤ Action Plan ➤ Communications Plan
2021(EC)059	<p>ITEM 13 Date of the Next Committee Meeting</p>

The date of the next Committee meeting is Wednesday 9th February 2022 at 7.30pm.

The meeting closed at 9.18 pm.

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