

Item 11b Full Council Dec 2023- Outstanding Project Work

Town Clerk actions required (excluding financial internal reporting) and Member routine direct requests for action

Item no	Meeting	Date Raised	Min ref	Description	Actions	Outcomes
13	Emergency Committee	06/05/2020	2020(EC) 35	Identified several policy shortfalls	Town Clerk prioritises audit related work (focus on finances and governance) ahead of HR type policy work	focus in 2021/22 moving towards HR policies
27	Emergency Committee	03/06/2020	2020(EC)73	Walden library land - community garden use	Liaison with group, and CMBC re use of library land and agreement reached. Site identified to be used. £1k of sponsorship obtained.	Seeking CMBC agreement to meet on site
59	Resources	24/02/2021	2020(RC)085	Marketing and Communications Plan	TC to work up scheme/policies	In course
101	Resources	28/07/2021	2021(RC)047	Scouts support for Community Right to Bid	Need to arrange meeting with Scouts	meeting held In course
102	Resources	01/05/2021		Portsmouth Community Garden	Site identified to use as community garden	Seeking CMBC agreement to meet on site
113	Resources	08/09/2021	2021(RC)067	Lobb Mill Refurbishment works and signage	Identify options and seek quotes	In course
223	Resources	08/06/2022	2022(RC)035	John Fielden Statue	Request to calderdale for the statue to be cleaned, restored and make the text more legible	In course
228	Resources	03/08/2022	2022(RC)050	Grant update	Ask that the Scouts update the Clerk about when the shipping container is being placed	In course
232	Resources	03/08/2022	2022(RC)063	Employment Conditions	take to staffing committee a review of the standard terms of employment for TTC staff	In course
233	Resources	03/08/2022	2022(RC)063	Banking	Investigate banking options for the Council	In course
241	TES	15/09/2022		Support Todmorden Emergency Support	Volunteer Management Policy	In Course
242	TES	15/09/2022		Support Todmorden Emergency Support	Communications/IT/Social Media Policy	In Course
245	TES	15/09/2022		Support Todmorden Emergency Support	Application/Client Privacy Policy	In Course
246	TES	15/09/2022		Support Todmorden Emergency Support	Whistle Blowing Policy	In Course
247	TES	15/09/2022		Support Todmorden Emergency Support	Equality and Diversity Policy	In Course
248	TES	15/09/2022		Support Todmorden Emergency Support	Grievance Policy	In Course
249	TES	15/09/2022		Support Todmorden Emergency Support	Risk Management Policy	In Course
250	TES	15/09/2022		Support Todmorden Emergency Support	Risk Assessment	In Course
265	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - Agenda items	Research and add to Climate agenda - Green Consumption Plan – uses of gas appliances	In Course
266	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - Agenda items	Research and add to Climate agenda - Would the Makers work with Schools	In Course
267	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - Agenda items	Research and add to Climate agenda - How is Climate college working?	In Course
269	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - Agenda items	Research and add to Climate agenda - Environmental Map for Todmorden?	In Course
270	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - Agenda items	Research and add to Climate agenda - Calderdale Waste collection – what waste they won't take – Light bulbs	In Course
272	Resources	23/11/2022	2022(RC)098	Resources Committee - Additional agenda items & report	What media the council use?	In Course
277	Full Council	16/11/2022	FC(2022)106	Full Council - Additional agenda items & report	Report about the quarterly meetings with CMBC	In Course
298	Climate committee	22/03/2023	2022(CEC)054	My Tree Promise	send out request for pictures from my tree promise 2022	In Course
321	Full Council	14/06/2023	2023(FC)040	Climate Fresk Training	Climate Fresk Training Report	In course
326	Resources	06/09/2023	2023(FC)023	Budget	Take Budget to Full Council December 2023	In course
330	Full Council	20/09/2023	2023(FC)070	Tod Support	Source and contract external advice of Tod Support Governing docs etc	In Course
332	Full Council	18/10/2023	2023(FC)101	Staffing	write to all staff about appraisal/pay outcomes	In course
333	Resources	01/11/2023	2023(RC)037	TIC	Let TIC know about where they maybe able to get advice	in course

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334	Resources	01/11/2023	2023(RC)040	CROWS	Assk crows about their recruitment process	In course