

TODMORDEN TOWN COUNCIL

Town Clerk's Office,
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11th May 2023

YOU ARE HEREBY SUMMONED to attend the Annual meeting of the Town Council on Wednesday 17th May 2023 at 7.30pm in the Council Chamber at Todmorden Town Hall.

N Crewe
N Crewe
Town Clerk

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 enquiries or requests to speak on an item on the Agenda should be received by the Town Clerk no later than Monday 15th May 2023 (townclerk@todmorden-tc.gov.uk) tel 07923257879.

COUNCIL MEMBERS

| | | | | | |
|---------|---------|---------|---------|---------|---------|
| Cllr 1 | Cllr 2 | Cllr 3 | Cllr 4 | Cllr 5 | Cllr 6 |
| Cllr 7 | Cllr 8 | Cllr 9 | Cllr 10 | Cllr 11 | Cllr 12 |
| Cllr 13 | Cllr 14 | Cllr 15 | Cllr 16 | Cllr 17 | Cllr 18 |

AGENDA

1. The Election of Town Mayor – Decision required

To receive a nomination for Cllrto preside as Mayor of Todmorden for the Municipal year 2023/24

2. The Town Mayor to make Declaration of Acceptance of Office - Decision required

3. The Election of Deputy Town Mayor - Decision required

To receive a nomination for Cllr..... to preside as Deputy Mayor of Todmorden for the Municipal year 2023/24

4. The Deputy Town Mayor to make Declaration of Acceptance of Office - Decision required

5. Vote of Thanks to the Outgoing Mayor

6. Vote of thanks to the Outgoing Deputy Mayor

7. Service to Todmorden Awards

8. Apologies for Absence - Decision required

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

9. 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.

10. Public Participation – Information only

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

11. Exclusion of Press and Public - Public Bodies (admission to meetings act) 1960 - Decision required

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.

12. Appointment of Standing Committee Chairs and Vice Chairs - Decision required

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

| Position | Resources | Development | Climate Emergency | Staffing |
|------------|-----------|-------------|-------------------|----------|
| Chair | Cllr | Cllr | Cllr | Cllr |
| Vice Chair | Cllr | Cllr | Cllr | Cllr |

13. Appointment to Committees - Decision required

To receive nominations for Standing Committee Membership as detailed below.

| Resources Committee | | Development Committee | |
|---------------------|---------------|-----------------------|------------|
| Name | Position | Name | Position |
| Cllr 1 | Chair | Cllr 1 | Chair |
| Cllr 2 | Vice chairman | Cllr 2 | Vice Chair |
| Cllr 3 | | Cllr 3 | |
| Cllr 4 | | Cllr 4 | |
| Cllr 5 | | Cllr 5 | |
| Cllr 6 | | Cllr 6 | |
| Cllr 7 | | Cllr 7 | |
| Cllr 8 | | Cllr 8 | |
| Cllr 9 | | Cllr 9 | |
| Cllr 10 | | Cllr 10 | |
| Cllr 11 | | Cllr 11 | |
| Cllr 12 | | Cllr 12 | |

| Climate Emergency Committee | | Staffing Committee | |
|-----------------------------|------------|--------------------|------------|
| Name | Position | Name | Position |
| Cllr 1 | Chair | Cllr 1 | Chair |
| Cllr 2 | Vice Chair | Cllr 2 | Vice Chair |
| Cllr 3 | | Cllr 3 | |
| Cllr 4 | | Cllr 4 | |
| Cllr 5 | | Cllr 5 | |
| Cllr 6 | | Cllr 6 | |

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

14. Advisory Committee – Decision required

To receive nominations for Advisory Committee Participation as detailed below.

| Neighbourhood Plan Advisory Committee | |
|---------------------------------------|------------|
| Name | Position |
| Cllr 1 | Chair |
| Cllr 2 | Vice-Chair |
| Cllr 3 | |
| Cllr 4 | |
| Cllr 5 | |
| Cllr 6 | |
| Intergreat representative(s) | Co-opted |

15. Working groups - Decision required

To receive nominations for Working Group Participation as detailed below.

| Communications (formerly web site) | |
|------------------------------------|------------|
| Name | Position |
| Cllr 1 | Chair |
| Cllr 2 | Vice-Chair |
| Cllr 3 | |
| Cllr 4 | |
| Cllr 5 | |
| Cllr 6 | |

The Mayor of Todmorden may attend any Working Groups ex officio

16. Outside Bodies - Decision required

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

| No | Outside Body | Representatives |
|----|------------------------|--------------------------------|
| 1 | Age Concern Todmorden. | Cllrs M Carrigan and P Taylor. |

| | | |
|----|---|----------------------------|
| 2 | Mid-Pennine Arts Association. | 1 Councillor |
| 3 | Yorkshire Local Councils Association. | 2 Councillors |
| 4 | Todmorden Town Twinning Association Management Committee. | 2 Councillors |
| 5 | Todmorden Pride Partnership Board. | 3 Councillors |
| 6 | Todmorden Development Board. | 3 Councillors |
| 7 | Coordinators for emergency purposes to act both in an emergency and in the aftermath. | 5 Councillors |
| 8 | Town and Parish Council Liaison Group. | 1 Councillor, 1 substitute |
| 9 | Incredible Edible Todmorden Steering Group or Board. | 2 Councillors |
| 10 | Todmorden Flood Group. | 2 Councillors |
| 11 | Upper Valley Flood Resilience Community Sub | 2 Councillors |
| 12 | Todmorden Accident Prevention Council. | 1 Councillor |
| 13 | Friends of Centre Vale Park. | 2 Councillors |
| 14 | Crook Hill Community Benefit Fund. | 2 Councillors |
| 15 | Reaps Moss Community Benefit Fund. | 2 Councillors |
| 16 | Todmorden Town Deal Fund | 1 Councillor, 1 substitute |
| 17 | Calder Valley Community Rail Partnership | 1 Councillor |
| 18 | Todmorden Town Hall Working Group | 1 Councillor |
| 19 | Community Resilience Operations Group (CROG) | 1 Councillor |

17. Appointment as Trustees - Decision required

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

| | Outside Body | Trustee Appointment |
|----|---|---------------------|
| 20 | Todmorden Information Centre Trust. | 4 Councillors |
| 21 | Todmorden Emergency Support (War Memorial Trust & Abraham Ormerod Trust). | 4 representatives |
| 22 | Trustees to Heptonstall Exhibition and Richard Naylor Charities. | 4 Councillors |
| 23 | Trustee to Fielden Centre Association. | 2 Councillors |
| 24 | Trustee to Todmorden Carnival Group. | 1 Councillor |
| 25 | Trustees to John Eastwood Homes. | 3 Councillors |
| 26 | Trustees to Cloughfoot School Trust. | 2 Councillors |

18. Minutes – Decision required

To approve the minutes of the Town Council meeting held on 12th April 2023.

19. Committee Minutes – Information only

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

| | | |
|-----|---|-------|
| 18a | Development Committee 27 th April 2022 | Draft |
| 18b | Resources Committee 4 th May 2022 | Draft |

20. Internal Auditors Report – Decision required

To receive the Internal Auditors report for 2022/23

21. Annual Governance and Accounting Return Part 3 – Decision required

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

22. Annual Governance Return – Decision required

To resolve for the Mayor and Town Clerk to sign Section 1 of the return - The Annual Governance Statement 2022/23

23. Annual Governance Return – Decision required

To resolve for the Mayor to sign Section 2 of the return - The Accounting Statements 2022/23

24. Start of year Budget for 2022/2023 – Decision required

To receive a report from the Resources Committee, detailing the start of year budgets for 2022/23.

25. Financial Position – Information only

To receive a financial statement as of 5th May 2022.

24a Financial Summary

24b Balance Sheet

26. Schedule of Payments – For decision

To receive and approve a schedule of 38 payments made between 1st April and 5th May 2022 totaling **£27,883.43**.

27. Code of Conduct and Register of Interests – Information only

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

28. General Power of Competence

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

29. Date of the next Town Council meeting

To note the date of the next Meeting of the Town Council will be the 15th June 2022 commencing at 7.30pm.