

**Item 16a Full Council - 12th April 2023- Outstanding Items register**

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

Item no	Activity	Meeting	Date Raised	Min ref	Description	Actions	Outcomes
<b>WORK / PROJECTS OUTSTANDING</b>							
13	Policy	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	Community	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	Community	Resources	24/02/2021	2020(RC)085	Marketing and Communications Plan	TC to work up scheme/policies	In course
81	Community	Full Council	27/04/2021	2020(TC)110	Carr Road/Coronation Terrace	Email to CMBC to open up discussions	CMBC to visit site
101	Community	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	Community	Resources	01/05/2021		Portsmouth Community Garden	Site identified to use as community garden	Seeking CMBC agreement to meet on site
113	Community	Resources	08/09/2021	2021(RC)067	Lobb Mill Refurbishment works and signage	Identify options and seek quotes	In course
130	Community	Resources	03/11/2021	2021(RC)092	Todmorden Bowls Club.	Liaise with other partners re potential larger scale project CV park	In course
145	Finance	Full Council	15/12/2021	2021(TC)087	Advise Resources any change re PG CTRG and use of EMR	Report to RC re any movements necessary	In course
166	Governance	Full Council	26/01/2022	2021(TC)108	Engage as sponsor of 6 projects	Numerous as separate projects	In course
195	Community	Full Council	16/03/2022	2021(TC)158	Ukraine Support	Investigate how many people have signed up to support Ukrainian Refugees in Todmorden	In course
199	Community	Resources	04/05/2022	2022(RC)014	Defibrilators	contact the building owners to gain consent or not into siting a Defibrillator and their agreement to cover the ongoing electricity costs.	In course - written to - 2 replies received out of 6 to date
200	Community	Resources	04/05/2022	2022(RC)014	Defibrilators	apply for grants on behalf of Todmorden Town Council regarding being able to get multiple AED Defibrillators	In course
212	Community	Full Council	15/06/2022	2022(FC)047	Modern Slavery Training	That Members wish to attend this training and request Officers arrange a couple of dates for Members to attend. Members also asked if this could be opened up	In course
213	Community	Full Council	15/06/2022	2022(FC)048	Items for a future agenda	An invite to Patients Participation Group for a report by Cllr M Holmstead for a future Resources Committee	In course
223	Community	Resources	08/06/2022	2022(RC)035	John Fielden Statue	Request to calderdale for the stau to be cleaned, restored and make the text more legible	In course
228	Grants	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	Staffing	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	Administration	Resources	03/08/2022	2022(RC)063	Banking	Investigate banking options for the Council	In course
241	TES	TES	15/09/2022		Support Todmorden Emergency Support	Volunteer Management Policy	In Course
242	TES	TES	15/09/2022		Support Todmorden Emergency Support	Communications/IT/Social Meida Policy	In Course
245	TES	TES	15/09/2022		Support Todmorden Emergency Support	Application/Client Privacy Policy	In Course
246	TES	TES	15/09/2022		Support Todmorden Emergency Support	Whistle Blowing Policy	In Course

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247	TES	TES	15/09/2022		Support Todmorden Emergency Support	Equality and Diversity Policy	In Course
248	TES	TES	15/09/2022		Support Todmorden Emergency Support	Grievance Policy	In Course
249	TES	TES	15/09/2022		Support Todmorden Emergency Support	Risk Management Policy	In Course
250	TES	TES	15/09/2022		Support Todmorden Emergency Support	Risk Assessment	In Course
263	Climate	Climate	30/11/2022	2022(CEC)041	Climate Emergency Committee	Arrange a staffing committee meeting to review staffing support for CEC	In Course
264	Climate	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - additional Agenda items	Research and add to Climate agenda - Full Council – Regular Meet the Council Stalls through the summer months	In Course
265	Climate	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - additional Agenda items	Research and add to Climate agenda - Green Consumption Plan – uses of gas appliances	In Course
266	Climate	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - additional Agenda items	Research and add to Climate agenda - Would the Makery work with Schools	In Course
267	Climate	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - additional Agenda items	Research and add to Climate agenda - How is Climate college working?	In Course
268	Climate	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - additional Agenda items	Research and add to Climate agenda - participate in the country fair/ agricultural Show for Pledge promotion	In Course
269	Climate	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - additional Agenda items	Research and add to Climate agenda - Environmental Map for Todmorden?	In Course
270	Climate	Climate	30/11/2022	2022(CEC)044	Climate Emergency Committee - additional Agenda items	Research and add to Climate agenda - Calderdale Waster collection – what waste they won't take – Light bulbs	In Course
271	Resources	Resources	23/11/2022	2022(RC)098	Resources Committee - Additional agenda items & report	Chase Healthy Minds – awaiting report from Councillor.	In Course
272	Resources	Resources	23/11/2022	2022(RC)098	Resources Committee - Additional agenda items & report	What media the council use?	In Course
273	Resources	Resources	23/11/2022	2022(RC)098	Resources Committee - Additional agenda items & report	Mankinholes Methodist Graveyard Committee Grant	In Course
274	Resources	Resources	23/11/2022	2022(RC)098	Resources Committee - Additional agenda items & report	Blue Plaque – Fielden Hospital Site	In Course
275	Resources	Resources	23/11/2022	2022(RC)098	Resources Committee - Additional agenda items & report	Grant application Policy	In Course
277	Full Council	Full Council	16/11/2022	FC(2022)106	Full Council - Additional agenda items & report	Report about the quarterly meetings with CMBC	In Course
280	Full Council	Full Council	16/11/2022	FC(2022)106	Full Council - Additional agenda items & report	Receive a report from Cllr N Stocks & Cllr M Holmstedt from the Patients Participation Group	In Course
281	Full Council	Full Council	16/11/2022	FC(2022)106	Full Council - Additional agenda items & report	Climate Emergency Committee - Future plans	In Course
282	Full Council	Full Council	16/11/2022	FC(2022)106	Full Council - Additional agenda items & report	To consider the regularity of Gully cleaning & how many vehicles CMBC have doing this job.	In Course
283	Full Council	Full Council	16/11/2022	FC(2022)106	Full Council - Additional agenda items & report	To contact the mosque about interfaith events.	In Course