

Item 5 – Full Council,
January 2023

TODMORDEN TOWN COUNCIL

Todmorden Town Hall,
Bridge Street, Todmorden,
OL14 5AQ
townclerk@todmorden-tc.gov.uk
www.todmorden-tc.gov.uk



MINUTES OF A MEETING OF TODMORDEN TOWN COUNCIL Held at Todmorden Town Hall, Wednesday 14th December 2022 at 7.30pm

Councillors present: - Cllrs P Taylor, P Ripley, A Hollis, M Holmstedt, J Turner, D Skelton, L Levick, A H Greenwood, S Press, J Williams, L Thorpe, N Stocks, M Carrigan, and G Kent

Officers: Ms N Crewe (Town Clerk/Minute Taker)

Members of the Public: no public present.

FC(2022)108	<p>1. Apologies for Absence - Decision required</p> <p>To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.</p> <p><i>Apologies were received from Cllrs K White, L Needham, M Taylor and S Martin</i></p> <p>Proposed by Cllr P Ripley Seconded by Cllr P Taylor <i>Unanimously Approved</i></p> <p>RESOLVED: That the apologies of Cllrs K White (Health reasons), L Needham (Health reasons), M Taylor (Prior commitment), S Martin (Health reasons) and their reasons for absence are accepted</p>
FC(2022)109	<p>2. Declarations of Interests</p> <p>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>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.</i></p> <p><i>Cllrs A H Greenwood, P Ripley, L Levick and D Skelton declared a non-pecuniary interest in item 6b as they are Trustees on the Richard Naylor Trust and Heptonstall Exhibition who were given a grant at the Resources Committee on the 23rd November 2022.</i></p> <p><i>Cllr M Holmstedt declared a non-pecuniary interest in Item 9 as she is a donor to this organization.</i></p>
FC(2022)110	<p>3. Public Participation – Information only</p> <p>To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.</p>

	<p><i>Note: No resolutions can be under public participation</i></p> <p><i>No public requested to address the Council.</i></p>
FC(2022)111	<p>4. Exclusion of Press and Public - Public Bodies (admission to meetings act) 1960 - Decision required</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>Proposed by Cllr A H Greenwood Seconded by Cllr P Ripley <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That any Members of the public and or press attending during the meeting be welcomed to stay for all items on the agenda.</i></p>
FC(2022)112	<p>5. Minutes – Decision required</p> <p>To approve the minutes of the Town Council meeting held on 16th November 2022.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr M Carrigan <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the minutes of the Town Council meetings held on the 16th November 2022 be accepted as a true record and signed by the Chairman as such</i></p>
FC(2022)113	<p>6. Committee Minutes – Information only</p> <p>To confirm the receipt of approved/draft committee minutes previously circulated and to receive them.</p> <p>6a Extraordinary Full Council 10th November 2022 - Draft 6b Resources Committee 23rd November 2022 - Draft 6c Climate Committee 30th November 2022 - Draft 6d Development Committee 7th December 2022 - Draft</p> <p>Proposed by Cllr P Taylor Seconded by Cllr J Turner <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That minutes of the Committee meetings as specified above be received en bloc.</i></p>
FC(2022)114	<p>7. Financial Position – Information only</p> <p>To receive a financial statement as of 6th December 2022.</p> <p>7a Financial Summary 7b Commitments and Budgets by Detail 7c Balance Sheet</p> <p>Proposed by Cllr D Skelton Seconded by Cllr M Carrigan <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That Members received the above information en bloc and thanked the Town Clerk for her diligent work.</i></p>
FC(2022)115	<p>8. Schedule of Payments – Decision required</p> <p>To receive and approve a schedule of 31 payments made between 9th November 2022</p>

	<p>and the 6th December 2022 totaling £30,038.81.</p> <p>Proposed by Cllr P Taylor Seconded by Cllr A Hollis <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the schedule of payments consisting of 31 items totalling £30,038.81 is approved and signed by the Chair and one other Town Councillor.</i></p>
FC(2022)116	<p>9. Disability Support Calderdale grant application - For decision To consider the grant application from Disability Support Calderdale for £4064.20</p> <p>Proposed by Cllr S Press Seconded by Cllr D Skelton <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That Members approved the grant to Disability Support Calderdale for £4064.20 and that the Clerk formally notify them and arrange for the payment to be made.</i></p>
FC(2022)117	<p>10. Data Retention Policy- For decision To receive a draft Policy for Data Retention Policy for recommendation to Full Council for adoption.</p> <p>Proposed by Cllr M Carrigan Seconded by Cllr P Taylor <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the Council adopted the Data Retention Policy as presented to them.</i></p>
FC(2022)118	<p>11. Social Media & Communications Policy – For decision To receive an updated Social Media and Communication Policy from Resources Committee to review and to consider adoption by Full Council.</p> <p>Proposed by Cllr P Taylor Seconded by Cllr J Turner <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the Council adopted the Social Media and Communications Policy as presented to them.</i></p>
FC(2022)119	<p>12. Councillor Attendance Support Policy - For decision To receive a draft Policy for Councillor Attendance Support Policy for recommendation to Full Council for adoption</p> <p>Proposed by Cllr D Skelton Seconded by Cllr P Taylor <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the Council adopted the Councillor Attendance Support Policy as presented to them. To be reviewed annually or when legislation changes.</i></p>
FC(2022)120	<p>13. Cost of living Event report – For decision To receive a report on the cost of Living crisis event.</p> <p>Proposed by Cllr J Turner Seconded by Cllr G Kent <i>Approved</i></p> <p>RESOLVED: <i>That the information in the report be received by Members.</i></p> <p><i>That the Council hold further networking events to build on the success of this initial event. That instead of one-half day event, two shorter ‘Coffee and Cake’ networking events are</i></p>

	<p><i>held per annum at the Town Hall and that Members will support these additional events.</i></p> <p><i>Members thanked the Town Clerk and her team for their hard work on this project and asked that she particularly thanked Nicola Pugh, Administration Officer for her hard work and on going commitment to the project.</i></p>
FC(2022)121	<p>14. Draft Budget Review - For decision</p> <p>To consider a reviewed budget for 23/24 and to consider the implementation of the recommended Local Government Services Pay Agreement for all staff and the budget implications for 22/23 and 23/24.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr A H Greenwood <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That Members accept the Local Government Service Agreement for all staff back dated to the 1st April 2022 as well as the additional holiday day (pro rata where required) from April 2023. These increases are included in the proposed budget for 2023/24 onwards.</i></p> <p><i>That Members approve a 26% precept increase for the 2023-2024 budget subject to tax base rate figure not going down as the figures are based on this and this will be confirmed as soon as CMBC provide the office with the figures.</i></p>
FC(2022)122	<p>15. Correspondence received – For Information</p> <p>To receive and consider any items of correspondence</p> <p><i>Members noted the correspondence from the Project Manager about the Towns Deal Funds being approved and requested that the Councillors Thanks be past on to him for all his on going hard work on this project.</i></p>
FC(2022)123	<p>16. Update Completed and Outstanding Work progress – Information only</p> <p>To receive an update of project work outstanding and proposals for the handover of outstanding projects.</p> <p>16a Outstanding projects/work relating to the Clerk 16b Completed projects/work competed relating to the Clerk</p> <p>Proposed by Cllr P Taylor Seconded by Cllr N Stocks <i>Unanimously Approved</i></p> <p>RESOLVED: <i>Members received and noted the above information en bloc</i></p>
FC(2022)124	<p>17. Items for a Future Agenda</p> <p><i>No additional items</i></p>
FC(2022)125	<p>18. Date of the next Town Council meeting</p> <p>To note the date of the next Meeting of the Town Council will be the 18th January 2023 commencing at 7.30pm.</p>
<p>Meeting closed at 8.10pm</p>	