

Item—June Full Council
2023

TODMORDEN TOWN COUNCIL

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



MINUTES OF A MEETING OF THE ANNUAL MEETING OF TODMORDEN TOWN COUNCIL Held at Todmorden Town Hall, Wednesday 17th May 2023 at 7.30pm

Councillors present: - Cllrs A H Greenwood, T Hanley, A Hollis, B Jancovich, G Kent, S Martin, S Press, R Rea, P Ripley, D Skelton, L Thorpe, J Turner and K White

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

Members of the Public: 21 Members of the Public present.

2023(FC)001	<p>1. The Election of Town Mayor – Decision required To receive a nomination for Cllr T Hanley to preside as Mayor of Todmorden for the Municipal year 2023/24.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr B Jancovich <i>Unanimously Approved</i></p> <p>RESOLVED: That Cllr Tyler Hanley to preside as Mayor of Todmorden for the Municipal year 2023/24</p>
2023(FC)002	<p>2. The Town Mayor to make Declaration of Acceptance of Office - Decision required</p> <p><i>Cllr Tyler Hanley signed his Declaration of Office in the presence of all in attendance and took on the position of Chair of the meeting.</i></p>
2023(FC)003	<p>3. The Election of Deputy Town Mayor - Decision required To receive a nomination for Cllr S Press to preside as Deputy Mayor of Todmorden for the Municipal year 2023/24.</p> <p>Proposed by Cllr S Martin Seconded by Cllr K White <i>Unanimously Approved</i></p> <p>RESOLVED: That Cllr Susan Press to preside as Deputy Mayor of Todmorden for the Municipal year 2023/24</p>
2023(FC)004	<p>4. The Deputy Town Mayor to make Declaration of Acceptance of Office - Decision required</p> <p><i>Cllr Susan Press signed her Declaration of Office in the presence of all in attendance.</i></p>
2023(FC)005	<p>5. Vote of Thanks to the Outgoing Mayor</p> <p><i>Cllr A H Greenwood offered a vote of Thanks to Cllr Elizabeth Thorpe for her wonderful Mayoral year and her hard work within her role.</i></p>

2023(FC)006	<p>6. Vote of Thanks to the Outgoing Deputy Mayor</p> <p><i>Cllr G Kent offered a vote of Thanks to Cllr A H Greenwood for his support of the Mayor and his hard work within his role.</i></p>
2023(FC)007	<p>7. Service to Todmorden Awards</p> <p>Individual Service to Todmorden Award</p> <p>This years' Individual Service to Todmorden Award is presented to David Payne for his long and outstanding service as a Group Scout Leader within Todmorden.</p> <p>I am sad to say that David passed away in April, but we are honoured to have members of his family with us this evening to accept his award.</p> <p>David was involved in scouting throughout his life and made a great contribution to our community as a scout leader for over 40 years.</p> <p>Generations of the same families have benefited from opportunities and experiences provided by David throughout their formative years, from Beavers aged 6 to Explorer Scouts aged 18.</p> <p>David devoted thousands of hours, freely and enthusiastically, to organising meetings, events, expeditions and camps; to delivering experiences, adventures and activities that have created lifelong memories for the young people in his care.</p> <p>David believed that scouting should be accessible and affordable for all and always ensured that the cost of activities and camps were within reach. As Treasurer for the group David arranged very discreet support for those who needed it most, maintaining free and subsidised places, uniforms and camp costs.</p> <p>In his drive to make the opportunities and benefits of scouting available to all, when other local scout groups, such as Walsden, closed due to lack of volunteers David took on those Cubs and Scouts allowing them to continue scouting.</p> <p>He was District Secretary of the Pennine Calder Scout District and a member of the Blakedean Committee which runs the Blakedean Scout Hostel, a facility regularly used by Todmorden Cubs, Scouts and Explorers and many other scout and youth groups.</p> <p>During the Covid pandemic, amidst the lockdown, growing concerns for the mental health of young people and the sad loss of his wife, David continued to coordinate activities for group members that could be completed during lockdown with their families. As soon as the rules allowed, he began organising outdoor meetings for small groups on weeknights and in all weathers.</p> <p>During his time as Scout Leader in Todmorden, David maintained a group which grew to be one of the largest in the district. He also ensured that his legacy would continue by encouraging and developing the next generation of leaders from within the group. It was these leaders, along with many past and present members of the Calder Valley Explorer Scout Unit, who nominated David for this extremely well-deserved award.</p> <p>I wish we could have honoured David in person today but I am very pleased to present</p>

this award certificate to David's daughter Rachel and his two sons Paul and Jamie who are here tonight.

Rachel, Paul and Jamie please accept this award with pride on behalf of your father who touched so many lives and was a truly outstanding member of our community.

Organisations Service to Todmorden Award

This year, the Organisations Service to Todmorden Award goes to Disability Support Calderdale.

Disability Support Calderdale has worked in and for the people of Todmorden for over 8 years. Their remit extends across the borough, but in the last 5 years the majority of their work has been carried out within Todmorden.

The team at DSC offer advocacy and support for those with disabilities, long term health conditions and mental health issues.

The main focus of their work is around benefits. Their staff assist service users with the completion of complex forms and appeals for Personal Independence Payments, Universal Credit, Work Capability Assessments, Employment Support Allowance, Pension Credit, Attendance Allowance and Carer's Allowance.

In the past 4 consecutive years the team has re-couped over £1.2 million pounds for the people their service users and just over half of this total amount has gone to people living in Todmorden.

They are constantly busy with forms and phone calls. I am told that in the last 2 years alone they have received over 5,500 phone calls and drop-in sessions.

In Todmorden DSC runs drop-in sessions at the Health Centre and at the Food Bank. They also run an art project at Todmorden College which I hear is having a very positive impact on people's mental health and wellbeing.

In the near future they will be offering walking sessions to promote wellbeing, especially but not exclusively, to help those struggling with mental health and isolation, giving a chance for people to socialise, make new friends, get active and be in the fresh air. The value and benefit that DSC has brought to thousands of people across Calderdale, and particularly within Todmorden cannot be overstated.

They have been recognised many times for their incredible work, not least in 2022 when they received the prestigious Queen's Award for Voluntary Service, the highest honour given to volunteer groups in the UK.

However, perhaps the highest accolades they receive come from their service users, "DSC has literally saved my life", "I could never have done this without DSCs help", "DSC have taken all my stress and anxiety away".

These are just a few examples of the feedback the team regularly receive from the people they help.

	<p>Here to accept the award on behalf of the whole team are David Naylor and Sara Naylor. David and Sara, I am pleased to present you with this award certificate, which I hope you will take back to your team with my gratitude and the gratitude of Todmorden Town Council.</p>
2023(FC)008	<p>8. Apologies for Absence - Decision required 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 J Williams, P Taylor, S Cheraghi-Sohi, and M Carrigan.</i></p> <p>Proposed by Cllr A H Greenwood Seconded by Cllr P Ripley <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the apologies of J Williams (Prior Commitment), P Taylor (work Commitment), S Cheraghi-Sohi (Prior Commitment) and M Carrigan (Family Commitments) and their reasons for absence are accepted.</i></p> <p>Absent: <i>Cllr M Molteno</i></p>
2023(FC)009	<p>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.</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>No declarations were received.</i></p>
2023(FC)010	<p>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.</p> <p><i>Note: No resolutions can be under public participation</i></p> <p><i>Mr D Wilson addressed the Council in regard to the Todmorden War Memorial Trust and Members being nominated as trustees as individuals. The Mayor thanked Mr Wilson for his information.</i></p>
2023(FC)011	<p>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.</p> <p>Proposed by Cllr L Thorpe Seconded by Cllr A H Greenwood <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the Members of the public are invited to stay for all the agenda items.</i></p>

2023(FC)012

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 D Skelton	Cllr S Martin	Cllr J Williams	Cllr M Carrigan
Vice Chair	Cllr B Jancovich	Cllr L Thorpe	Cllr M Molteno	Cllr D Skelton

Proposed by Cllr D Skelton **Seconded** by Cllr S Martin *Unanimously Approved*

RESOLVED: That the Councillors listed above will take the positions of Chair and Vice Chair on the related committees for 2023/24 and that these are moved en bloc.

2023(FC)013

13. Appointment to Committees - Decision required

To receive nominations for Standing Committee Membership as detailed below.

Resources Committee		Development Committee	
Name	Member	Name	Member
Cllr 1 (Chair)	D Skelton	Cllr 1 (Chair)	S Martin
Cllr 2 (Vice Chair)	B Jancovich	Cllr 2 (Vice Chair)	L Thorpe
Cllr 3	K White	Cllr 3	K White
Cllr 4	S Martin	Cllr 4	S Press
Cllr 5	S Cheraghi-Sohi	Cllr 5	J Williams
Cllr 6	P Ripley	Cllr 6	A Hollis
Cllr 7	J Turner	Cllr 7	G Kent
Cllr 8	A Hollis	Cllr 8	S Cheraghi-Sohi
Cllr 9	R Rae	Cllr 9	M Molteno
Cllr 10	A H Greenwood	Cllr 10	B Jancovich
Cllr 11	S Press	Cllr 11	T Hanley
Cllr 12	P Taylor	Cllr 12	P Taylor

Climate Emergency Committee		Staffing Committee	
Name	Member	Name	Member
Cllr 1 (Chair)	J Williams	Cllr 1 (Chair)	M Carrigan
Cllr 2 (Vice Chair)	M Molteno	Cllr 2 (Vice Chair)	D Skelton
Cllr 3	R Rea	Cllr 3	A H Greenwood
Cllr 4	G Kent	Cllr 4	A Hollis
Cllr 5	P Ripley	Cllr 5	J Turner
Cllr 6	D Denis	Cllr 6	L Thorpe

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

Proposed by Cllr D Skelton **Seconded** by Cllr A H Greenwood *Unanimously Approved*

RESOLVED: That the Councillors listed above will represent the Council on the related committees for 2023/24 and that these are moved en bloc.

2023(FC)014

14. Advisory Committee – Decision required

To receive nominations for Advisory Committee Participation as detailed below.

Neighbourhood Plan Advisory Committee	
Name	Member
Cllr 1 (Chair)	A Hollis
Cllr 2	G Kent
Cllr 3	S Press
Cllr 4	B Jancovich
Cllr 5	L Thorpe
Intergreat representative(s)	Co-opted

*Proposed by Cllr D Skelton**Seconded by Cllr S Martin**Unanimously Approved***RESOLVED:** *That the Councillors listed above will represent the Council on the Advisory committees for 2023/24.*

2023(FC)015

15. Outside Bodies - Decision required

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

No	Outside Body	Representatives
1	Age Concern Todmorden.	Cllrs P Taylor and S Press
2	Calder Valley Line Community Rail Partnership	Cllr D Skelton
3	Calder Valley Anti-Poverty Steering Group	Cllr J Turner
4	Calderdale Tourism Board	Cllr S Press
5	Todmorden Town Twinning Association Management Committee.	Cllr A Hollis and A H Greenwood
6	Coordinators for emergency purposes to act both in an emergency and in the aftermath.	Cllr A Hollis, L Thorpe, G Kent, B Jancovich, K White, and T Hanley
7	Town and Parish Council Liaison Group.	Cllr S Press Sub. Cllr S Martin
8	Upper Valley safer, cleaner, greener Team	Cllr A Hollis
9	Friends of Centre Vale Park.	Cllrs R Rea and S Cheraghi-Sohi
10	Crook Hill Community Benefit Fund.	Cllrs M Carrigan and B Jancovich
11	Reaps Moss Community Benefit Fund.	Cllrs M Carrigan and B Jancovich
12	Todmorden Town Deal Fund board	Cllr D Skelton Sub. Cllr M Carrigan
13	Fielden Hall/ The Fielden Centre Association	Cllrs J Williams and R Rea
14	Todmorden Together	All
15	Todmorden Town Hall 150 th Anniversary Steering Group	Cllr S Press
16	Todmorden Town Hall Working Group	Cllr J Turner

	<p>Proposed by Cllr D Skelton Seconded by Cllr B Jancovich Unanimously Approved</p> <p>RESOLVED: That the Councillors listed above will represent the Council on the related outside bodies for 2023/24 and that these are moved en bloc</p>																		
2023(FC)016	<p>16. Appointment as Trustees - Decision required To receive nominations to sit as Trustees on Outside Bodies as detailed below.</p> <table border="1"> <thead> <tr> <th></th> <th>Outside Body</th> <th>Trustee Appointment</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>Todmorden Information Centre Trust.</td> <td>Cllrs P Taylor, A Hollis and P Ripley</td> </tr> <tr> <td>18</td> <td>Todmorden Emergency Support (War Memorial Trust & Abraham Ormerod Trust).</td> <td>Colin Lyall, Kye Abdul, Cllr Jane Williams, Cllr June Turner, Cllr Andy Hollis and Sue Knowles Ms M Holmstedt remain as a lay trustee to see out her Term as she is no longer a Councillor.</td> </tr> <tr> <td>19</td> <td>Trustees to Heptonstall Exhibition and Richard Naylor Charities.</td> <td>Cllr L Thorpe, G Kent, D Skelton and P Ripley</td> </tr> <tr> <td>20</td> <td>Trustees to John Eastwood Homes.</td> <td>Cllrs R Rea and S Cheraghi-Sohi</td> </tr> <tr> <td>21</td> <td>Trustees to Cloughfoot School Trust.</td> <td>Cllr P Ripley and K White</td> </tr> </tbody> </table> <p>Proposed by Cllr D Skelton Seconded by Cllr A H Greenwood Unanimously Approved</p> <p>RESOLVED: That the Councillors listed above will represent the Council as Trustees on the related outside bodies for 2023/24 and that these are moved en bloc.</p>		Outside Body	Trustee Appointment	17	Todmorden Information Centre Trust.	Cllrs P Taylor, A Hollis and P Ripley	18	Todmorden Emergency Support (War Memorial Trust & Abraham Ormerod Trust).	Colin Lyall, Kye Abdul, Cllr Jane Williams, Cllr June Turner, Cllr Andy Hollis and Sue Knowles Ms M Holmstedt remain as a lay trustee to see out her Term as she is no longer a Councillor.	19	Trustees to Heptonstall Exhibition and Richard Naylor Charities.	Cllr L Thorpe, G Kent, D Skelton and P Ripley	20	Trustees to John Eastwood Homes.	Cllrs R Rea and S Cheraghi-Sohi	21	Trustees to Cloughfoot School Trust.	Cllr P Ripley and K White
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2023(FC)017	<p>17. Minutes – Decision required To approve the minutes of the Town Council meeting held on 12th April 2023.</p> <p>Proposed by Cllr G Kent Seconded by Cllr A Hollis Unanimously Approved</p> <p>RESOLVED: That the minutes of the Town Council meetings held on the 12th April 2023 be accepted as a true record and signed by the Chairman as such.</p>																		
2023(FC)018	<p>18. Committee Minutes – Information only To confirm the receipt of approved/draft committee minutes previously circulated and to receive them.</p> <p>18a Development Committee 26th April 2022 Draft</p> <p>Proposed by Cllr S Martin Seconded by Cllr B Jancovich Unanimously Approved</p> <p>RESOLVED: That minutes of the Committee meetings as specified above be received en bloc.</p>																		
2023(FC)019	<p>19. Internal Auditors Report – Decision required To receive the Internal Auditors report for 2022/23.</p>																		

	<p>Proposed by Cllr D Skelton Seconded by Cllr A H Greenwood <i>Unanimously</i></p> <p>RESOLVED: That Members accept the internal Auditors Report for the financial year 2022/2023 and that the Town Clerk was thanked for her hard work.</p>
2023(FC)020	<p>20. 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.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr J Turner <i>Unanimously Approved</i></p> <p>RESOLVED: That the Council receives this report and assurance and notes that the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return for the year ended 31st March 2023 will be issued on 31st May 2023 for the public right to inspect all accounting records between the 5th June 2023 and the 14th July 2023. A</p>
2023(FC)021	<p>21. 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.</p> <p>Proposed by Cllr A H Greenwood Seconded by Cllr L Thorpe <i>Unanimously Approved</i></p> <p>RESOLVED: That Mayor and Town Clerk to sign Section 1 of the return - The Annual Governance Statement 2022/23</p>
2023(FC)022	<p>22. Annual Governance Return – Decision required To resolve for the Mayor to sign Section 2 of the return - The Accounting Statements 2022/23.</p> <p>Proposed by Cllr A H Greenwood Seconded by Cllr L Thorpe <i>Unanimously Approved</i></p> <p>RESOLVED: That the Mayor signs Section 2 of the Annual Governance and Accountability Return (AGAR) 2022/2023 - The Accounting Statements 2022/23.</p>
2023(FC)023	<p>23. Start of year Budget for 2023/2024 – Decision required To receive a report detailing the start of year budgets for 2023/24.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr L Thorpe <i>Unanimously Approved</i></p> <p>RESOLVED: That Members note the start of year budget position for 2023/24.</p>
2023(FC)024	<p>24. Financial Position – Information only To receive a financial statement as of 4th May 2022.</p> <p>24a Financial Summary 24b Balance Sheet 24c Detailed income and Expenditure</p> <p>Proposed by Cllr B Jancovich Seconded by Cllr A Hollis <i>Unanimously Approved</i></p>

	RESOLVED: <i>That Members note the Councils financial position at this time.</i>
2023(FC)025	<p>25. Schedule of Payments – For decision To receive and approve a schedule of 29 payments made between 1st April and 4th May 2023 totaling £18,670.06.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr J Turner <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the schedule of payments consisting of 29 items totalling £18,670.06 is approved and signed by the Chair and one other Town Councillor.</i></p>
2023(FC)026	<p>26. Update Completed and Outstanding Work progress – Information only. To receive an update of project work outstanding and completed.</p> <p>26a Outstanding projects/work relating to the Clerk. 26b Completed projects/work competed relating to the Clerk.</p> <p>Proposed by Cllr A H Greenwood Seconded by Cllr L Thorpe <i>Unanimously Approved</i></p> <p>RESOLVED: <i>Members received and noted the above information en bloc and thanks the Town Clerk for her hard work and continued professionalism.</i></p>
2023(FC)027	<p>27. General Power of Competence To receive a report recommending that the Town Council Resolve to adopt the General Power of Competence.</p> <p>Proposed by Cllr D Skelton Seconded by Cllr P Ripley <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the Town Council resolved from 17th May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the which means that Councils, once adopting the power, no longer need to ask whether they have a specific power to act.</i></p>
2023(FC)028	<p>28. Date of the next Town Council meeting To note the date of the next Meeting of the Town Council will be the 14th June 2023 commencing at 7.30pm.</p>
Meeting closed at 8.20pm	