

TODMORDEN TOWN COUNCIL

Item 5 – November 2025, Full Council

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MINUTES OF TODMORDEN TOWN COUNCIL

Held at Todmorden Town Hall, Wednesday 15th October 2025 at 7.30pm

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

Officers: Ms N Crewe (Town Clerk)

Members of the Public: 1

2025(FC)075	1. Apologies for Absence - Decision required To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting. <i>Apologies were received from Cllrs R Rea, S Martin, M Molteno, K White and D Hancock.</i> Proposed by Cllr M Carrigan Seconded by Cllr P Taylor <i>Approved</i> Resolved: That the apologies of Cllrs R Rea (Health Reasons) S Martin (Health Reasons), M Molteno (Work Commitments), K White (Work Commitments) D Hancock (Family Commitment) and their reasons for absence are accepted.
2025(FC)076	2. 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. <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> <i>No declarations received.</i>
2025(FC)077	3. 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. <i>Note: No resolutions can be under public participation</i> <i>No requests to speak from the public.</i>

2025(FC)078	4. 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. Proposed by Cllr B Jancovich <i>Approved</i> Seconded by Cllr L Thorpe Resolved: <i>That item 14 is taken as a private item due to the nature of the item in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information</i>
2025(FC)079	5. Minutes – Decision required To approve the minutes of the Town Council meeting held on 17th September 2025. Proposed by Cllr T Hanley <i>Approved</i> Seconded by Cllr P Ripley Resolved: <i>That the minutes of the Town Council meetings held on 17th September 2025 accepted as a true record and signed by the Chairman as such.</i>
2025(FC)080	6. Committee Minutes – Information only To confirm the receipt of approved/draft committee minutes previously circulated and to receive them. 6a Climate Emergency Committee – 24th September 2025 (Draft) 6b Development Committee – 1st October 2025 (Draft) 6c Resources Committee – 8th October (Draft) Proposed by Cllr D Skelton <i>Approved</i> Seconded by Cllr T Hanley Resolved: <i>That the minutes of the Committee meetings as specified above be received en block.</i>
2025(FC)081	7. Financial Position – Information only To receive a financial statement as of 7th October 2025. 7a Financial Summary 7c Balance Sheet 7b EMRS Summary 7d Detailed income & Expenditure Proposed by Cllr G Kent <i>Approved</i> Seconded by Cllr B Jancovich Resolved: <i>That Members note the Councils financial position at this time and thanked the Town Clerk and her team for their diligent work.</i>
2025(FC)082	8. Schedule of Payments – Decision required To receive and approve schedules of 40 payments made between 8th September to the 7th October 2025 totaling £343,221.95.

	Proposed by Cllr B Jancovich Approved Seconded by Cllr L Thorpe Resolved: That the schedule of payments consisting of 40 items totalling £343,221.95 is approved and signed by the Chair and the Chair of the Resources Committee with thanks to the Officers for there detailed work.
2025(FC)083	9. Todmorden Information Centre Funding request – Decision required To receive a recommendation from the Resources Committee to approve a grant for Todmorden Information Centre. That the recommended grant amount of £10,280.73, 40% of the requested staff costs is granted to Todmorden Information Centre for the financial year of 26/27. Proposed by Cllr B Jancovich Approved Seconded by Cllr L Thorpe Resolved: That Members approved the recommendation for Todmorden information Centre to receive a grant of £10,280.73. This amount represents 40% of the requested staff costs. <i>The grant is to be paid in quarterly instalments, subject to the receipt of a satisfactory quarterly report.</i> <i>Should an overpayment for the financial year 2025/26 be identified, it will be deducted from the 2026/27 grant, subject to the submission of the Centre's audited accounts, which are usually submitted in June.</i>
2025(FC)084	10. Todmorden Golf Club Grant Application To receive a recommendation from the Climate Emergency Committee to approve a grant application to Todmorden Golf Club for £2000 with the condition that the match funding needs to be evidenced to the Office before the funds are released. Proposed by Cllr A H Greenwood Approved Seconded by Cllr L Thorpe Resolved: That Members did not approve the climate grant for Todmorden Golf Club for the solar panel batteries as laid out in the grant application for £2000.
2025(FC)085	11. Interim Audit – Decision required To receive the interim audit report for 25/26. Proposed by Cllr B Jancovich Approved Seconded by Cllr M Carrigan Resolved: That Members received the interim audit report for 2025/26 and thanked the Town Clerk and the RFO for their hard work.
2025(FC)086	12. Update Completed and Outstanding Work progress – Information only. To receive an update of project work outstanding and completed relating to the Town Clerk. 12a Outstanding work 12b Completed work

	Proposed by Cllr D Skelton Approved Seconded by Cllr L Thorpe Resolved: Members received and noted the above information en bloc and thanked the Town Clerk for her ongoing hard work. Going forward that the completed work register will only show work completed for the current electoral term.
2025(FC)087	13. Date of the next Town Council meeting To note the date of the next Meeting of the Town Council will be Wednesday 19th November 2025 commencing at 7.30pm.
Private and Confidential Items <i>Confidential on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.</i>	
2025(FC)088	14. Bandstand and Pavilion CCTV/Intruder Alarm/ Fire Alarm monitoring contract – Decision required To receive a recommendation report from the Resources Committee in regard to the Pavilion and Bandstand safety and security. Proposed by Cllr B Jancovich Approved Seconded by Cllr T Hanley Resolved: That Standing Order 18(v) is waived to enable the direct appointment of a contractor without seeking alternative quotations, on the grounds of specialist knowledge, expediency, insurance compliance, and staff safety. <i>That Members resolved to place a 5 year term for the provision of intruder alarm monitoring, fire alarm monitoring, CCTV monitoring, and key holder services with Securitas at the Bandstand and Pavilion in Centre Vale Park</i>
Meeting closed at 8.04pm	