TODMORDEN TOWN COUNCIL

Report to	Resources Committee
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Date	9th September 2026
Subject	Todmorden Information Centre Grant

Purpose of Report

To present the Todmorden Information Centre (TIC) grant application for 2027/28 and seek a recommendation to Full Council on the level of grant to be awarded.

Background

TIC has requested £20,000 towards projected staffing costs of £28,646.80 for 2027/28. The application states that the remaining £8,646.80 will be met through fundraising.

The Council's recent approach has been to reduce the proportion of requested staffing costs funded by 20% each year. In 2025/26, TIC requested £21,936.72 for the Centre Manager's costs and received £13,000, equal to c. 60%, in line with the Council's Grants Policy.

The 2025/26 accounts submitted with the current application show an actual Centre Manager salary of £15,518 and total staffing expenditure of £20,146. Applying 60% to the total actual staffing expenditure gives £12,087.60. The difference of £912.40 has been identified for clawback in this financial year.

For 2026/27, the award of £10,280.73 was granted and recorded as 40% of requested staff costs.

Continuing that approach would make the Council's contribution 20% for 2027/28. The current application gives two possible bases for that calculation:

Calculation basis	Calculation	Grant
Total projected staffing costs	20% of £28,646.80	£5,729.36
Amount requested from the Council	20% of £20,000	£4,000.00

Recommendation

That the Resources Committee:

1. Notes the TIC grant application.
2. Recommends to Full Council either £5,729.36, representing 20% of total projected staffing costs, or £4,000, representing 20% of the amount requested from the Council.
3. Confirms that the calculation basis and any year-end reconciliation against actual eligible staffing costs will be stated expressly in the resolution and award letter.

Reasons for Recommendation

This year's application distinguishes between total staffing costs and the amount requested from the Council, producing the two possible figures above. Recording the basis of the award will make the calculation and any year-end reconciliation clear to the applicant.

Details of Consultation

No external consultation has been undertaken at this initial draft stage.

Supporting Papers

- TIC Grant Application 2027/28

Further Information, Please Contact: Nicola Croome, Responsible Financial Officer