Heptonstall Exhibitions & Richard Naylor Charities

Charity Number 529151 & Charity Number 226255

Cllr A H Greenwood J.P.
Chair of Trustees

Cllr D. Skelton
Secretary

30 September 2026

Naomi Crewe
Town Clerk
Todmorden Town Council
Todmorden Town Hall
Bridge Street
OL14 5AQ

Dear Naomi

In June 2025, Heptonstall Exhibitions & Richard Naylor Trusts received a grant of £3,000 from Todmorden Town Council to support the provision of grants to young people towards costs associated with their education.

As detailed in our Grant Feedback Form, expenditure relating to the award totalled £2,886, leaving £114 of the Town Council grant unspent.

We understand that, under the terms of the Town Council's grant scheme, unspent funding should be returned to the Council.

As the Trusts have submitted a new grant application for 2026, for £2,999, we would be grateful if Councillors would consider allowing the £114 outstanding from the 2025 award to be deducted from any grant awarded in respect of our 2026 application, rather than requiring the Trusts to return this amount separately.

We hope that this provides a straightforward way of accounting for the underspend while ensuring that the £114 is returned to the Town Council through the adjustment to any subsequent award.

Yours sincerely

Cllr D Skelton

Secretary
Heptonstall Exhibitions & Richard Naylor Trust