



Todmorden Town Deal Board

Tuesday 26 October 2023, 6.00 p.m. – 8.00 p.m.

Location: Todmorden Community College

Meeting Minutes

Attendance

Pam Warhurst (Chair)
Councillor Silvia Dacre
Councillor Denis Skelton
Councillor Helen Brundell
Keith Brealey
Rupert Corbett
Esther Ferry Kerrington
Kerry Wheelwright Lee
Amna Nisah

Others in Attendance

Emily Kitching Bowers (ARUP)
Jane Healey Brown (ARUP)
Mary Farrar
Rob Shipway
Zakariya Ali

1. Welcome and Introductions

The Chair welcomed Board Members, Officers, and other participants.

a. Apologies

Apologies were given for this meeting from Craig Whittaker MP, Gareth Marshall, Tony Lawson, Councillor Sarah Courtney, and Kate McNicholas.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Meeting held 6 September 2023

The minutes were approved as a true record.

a. Matters Arising

RS reported £1,500 has been secured from Calderdale Year of Culture 2024 to support the Board deliver community led events. The funding could be used to 'match' revenue funding linked to the HLF funded Bandstand project. EFK noted the opportunity for events across the town, echoed by KB who suggested events linked to project activity. The Board considered the opportunity to establish an Events Panel, to ensure activity was coordinated and well resourced. The Chair agreed this would be a good course of action but cautioned that Panels did not receive administrative support. The Board agreed that the option for an Events Panel should be considered further and brought back to the next meeting.

Action: RS to bring an agenda item to the next Board meeting on events.

RS reminded the Board that £100,000 has been approved for a Programme Communications Budget of which £55,000 was earmarked for communications activities. A Panel had met to develop outline plans for communications and social media activities, which was reported to the Board. This plan was reviewed and welcomed by the Board, which asked the Panel to meet again to define outputs and outcomes for social media work.

Action: Communications Panel to develop the outline communications plan further, introducing outputs and indicators.

4. Town Board Role and Direction (facilitated by Jane Healey Brown, Arup)

ARUP presented a report providing an overview of the roles and responsibilities of the Board, public sector operations, and the different relationships between the Board and Council.

Action: ZA to circulate presentation to the Board.

The Chair highlighted the importance and the challenge of working in the public sector environment, for example following the Nolan Principles. The Board agreed to hold a future meeting which would focus on working in the public sector.

MF stressed the importance of a strong vision to attract and direct investment in a town and noted the strong position the Todmorden Town Deal places the town in this respect.

Councillor Dacre welcomed the unity of purpose for the new Board but noted opportunities to engage other relevant stakeholders within the Council such as the Section 151 Officer, who could strengthen links with important core Council functions. She also stressed the importance of emphasising the Town Deal Board is not run by the Council, rather the Council services it. Asked if the Town Deal Board is political, the Chair noted the Board is not a political body

but operates in a political environment. Both Councillor Dacre and the Chair stressed the significant role of a strong Communications Plan to reinforce this message.

EFK asked if there are skills gaps which could further strengthen the Board? The Chair highlighted the growing strength of the Board in delivering its new role of scrutiny but accepted that this role would require further support. KB also noted this would require Programme Reports which could provide more information of programme and project progress on key indicators such as speed and progress against milestones. RS reported that this would be introduced in 2024 once projects have developed their Implementation Plans which are expected early 2024.

5. Developing a Town Parking Strategy (Mary Farrar)

MF introduced the Town Parking Strategy which will consider and inform how people come into the town, where they park, and how can we encourage and promote use of more sustainable modes of travel. The Todmorden Car Park Strategy forms part of a Calderdale wide review, which looks at each town reflecting their different parking needs.

Surveys will be conducted of all car parks and on-street parking within the study area, beginning in mid-November. The review will include the quality of the car-parking experience, safety, links to Active Travel, and access to public facilities. A draft strategy will be prepared and shared with the Board in due course with opportunities to comment.

Plans are being developed for Brighouse and Todmorden first, and they will look at implications for the Town Deal, understanding how the strategy and its recommendations support the Town Deal projects.

ACTION: ZA to circulate a copy of the report to the Board.

MF confirmed the surveys would take place at different times of the week to ensure a full picture of parking use was available. She noted there is a parking standard that the team follows to ensure the strategy results reflect real-time demand for car park spaces. She confirmed that peak usage data is available from current parking revenues.

Asked if the strategy aimed to reduce car parking, MF highlighted the role the strategy plays in tackling the climate crisis and linked to plans to support Active Travel and public transport. She highlighted the high frequency of car usage for journeys of less than a mile and the impact this has on emissions as well as parking use in the town centre.

Asked if the strategy would influence car parking at Aldi and other private operators MF noted this would need a Public Private Parking Partnership and that private operators can be difficult to engage in this respect.

Asked about electric charging, MF noted the strategy recognised the increasing numbers of electric vehicles and the availability of electric charging points but

highlighted the cost of introducing these, and the impact this has on the time required to be allocated to car park users to charge their cars.

EFK noted how Town Deal Projects would impact on town centre parking, such as the increasing role for events in future.

6. Panels Update

a. Sustainability Panel

It was noted that the Panel had met and would report to the next meeting of the Board.

b. Youth Panel

AN reported that a meeting had been put in place for the Youth Panel. Key was to build links with project partners to ensure they could build their understanding of how the Youth Panel could support delivery and implementation.

Councillor Dacre noted the work that Catherine Bann was doing, reaching out to local groups to explore opportunities to engage young people, and the opportunity this might provide to the Panel.

7. Any Other Business

RS reported to the Board that as part of the Centre Vale Park Project, the Project Team has reviewed the viability of the proposed works and funding available. He reported that the Conservatory was proving too expensive to repair and that alternative arrangements might be needed to restore this area of the park and improve the land around the War Memorial. The Board asked that options be brought back to a future meeting of the Board.

Action: RS to bring a future item to the Board centred on options for the Conservatory element of Centre Vale Park.

8. Date and Venue of Next Meeting

Thursday 14 December 2023 at Todmorden College