



**Todmorden Town Deal Board Meeting
Minutes of the meeting held Tuesday 18th November 2025
Todmorden Community College**

Attendees

Pam Warhurst (Chair)
Councillor Denis Skelton
Councillor Silvia Dacre
Amna Nisah
Gareth Marshall
Esther Ferry-Kerrington
Keith Brearley

Others in attendance

Councillor Sarah Courtney
Councillor Susan Press
Kate McNicholas
Rob Shipway
Zakariya Ali
Catherine Bann
Rachel Conway
Alex Swithenbank
Stephanie Gartside
Amy Shepard

1. Welcome to the meeting

a. Apologies

Apologies received from Cllr Helen Brundell, Josh Fenton Glynn MP and Tony Lawson

b. Confirmation of quorum

The Chair declared the meeting quorate.

c. Declarations of interest

No declarations of interest.

2. Minutes of the meeting held 25th September 2025

Playzone Project

- No drawings currently available as Football Foundation is responsible for providing drawings.
- Project timescale April 2026.

Weirs

- Letter received and engaging via meeting with CFFC.

Tipside Bridge

- Cost estimate for the bridge near Tipside: £70,000.
- Match funding identified: £40,000.
- Town Board **recommended** allocation of additional funds

Action: To the next Programme Board for consideration.

CCTV at Centre Vale

- Coverage extends beyond construction completion and remains active after contract ends.
- Monitored by an external contractor who will contact the police if issues arise.

Mobility Hubs

Action: update at next meeting

3. Minutes of the meeting held 23rd October

A question was raised regarding the terms of reference and the number of meetings a Board member can miss before action is taken. The Chair clarified that the terms of reference state if a member misses three meetings in a twelve month period, their membership will be reviewed.

Action: RS to compile log of Town Board attendees and non attendees.

4. Public Places update

Rachel Conway presented the designs and timeline for the Public Places project to the Board.

She outlined planned communications with market traders and the advice given from the markets team regarding retaining trading during construction. The importance of communicating the benefits of the project clearly to the public, and in person communication was flagged. The Chair asked for sight of the communication plan and a separate conversation involving the programme comms lead to ensure effective use of resources and links to other projects and events

Action: RC to convene communications conversation.

RC flagged that there will be a net increase in trees from the project, with the removal of trees being worked around bird nesting season. She asked for a steer on communication in advance of those works.

Concerns were expressed regarding some of the planned materials, and the exclusion of the area around the Methodist Church. There is an aspiration to use as much natural material as possible within budget, with the potential opportunity to revise materials based on tender return prices. Materials will be consistent with those used across the budget to ensure they can be replaced if required. The Chair highlighted that the new stone around the Town Hall can be slippery.

There was a discussion regarding the potential to replace the existing phone box.

Action: The Chair to contact the MP to encourage a letter to BT regarding the phone box

It was noted that depending on tender returns, the Town Board would be minded to channel available funds to the project to ensure original aspirations are met. KM flagged that the Council will also review the potential for capital funds at the same point. AS suggested that some of the risk based contingencies at a project level may also be used dynamically. The Chair asked if this was a Council wide review of approach to risk and AS confirmed it was not.

Regarding a previous plan for a water fill up point, RC will review.

Action: RC to identify why there is no current plan for a drinking fountain.

Regarding the temporary barriers from the EA, the Town Board expressed concern that will limit accessibility and agreed to lobby for their removal / upgrade.

Action: RC / Chair to follow up with EA.

RC met with Incredible Edible and Todmorden in Bloom to discuss longer term maintenance plans.

Action: RC to follow up regarding water butts on the market hall.

Regarding events and animation electricity supplies were discussed. EFK reported that the Arts Council bid had been paused due to discussions about the Tod Information Centre becoming a CIC.

Action: EFK to bring an update on events planning to the next meeting

5. Town Board review feedback

Amy Shephard provided an update on the work she has done with input from Town Board members. She described how similar bodies can be driven by funding, a focus on partnership working, and a focus on making things happen. She described different models of working from more formal structures to flexible approaches. She noted the motivation of members to ensure the current projects are completed and embedded, and noted the significance of the end of the funding programme. She outlined three potential areas of focus: supporting the projects, bringing organisations together and innovating around specific future delivery.

Action: share write up of findings

The Chair expressed the importance of understanding the Town Council's views as well as the Council's direction of travel regarding Town Boards. There was a discussion that included consideration of:

- A focus on hands on delivery
- The political context
- Avoiding duplication
- Proven delivery capacity
- Flexible models within Calderdale

The Chair reiterated that the Board has already got a clear vision which provides focus. It was agreed a small group would be convened to move things forward, recognising there may be various phases to this work.

Action: PW / RS to convene group

6. Any other business

RS confirmed that the Terms of Reference have been circulated to the Board, which implement the previously agreed changes. These revised Terms of Reference were noted.

EFK flagged the Town of Culture national competition and asked whether this has been considered. More details are awaited and it was noted that there are also shortlisting prizes.

The Board received a Christmas Trail leaflet, funded by Calderdale Community Foundation and developed in collaboration with the TIC. This initiative includes a list of traders in Todmorden and will create a trail through the streets, supporting shops. A new eight-metre banner, which can be reused annually, will be displayed

on the side of the market as well as on the front of the Town Hall and TIC, and events will be shown on the digital screen with a Christmas theme.

A report on the Bandstand will be brought to the Board in December. The fact that various projects may have funding needs as they progress was recognised, and the Town Board accepted this meant that at this point that meant funding for Todmorden Learning Centre could not be prioritised.

Action: RS to bring bandstand report to December meeting.

GM raised concerns about “zombie shops” operating in Todmorden.

Action: KM to follow up with signpost to appropriate agency

7. Date of Next meeting

Thursday 11th December 2025, Todmorden Learning Centre.