

You are hereby summoned to attend a Meeting of the **SERVICE PROVISION COMMITTEE** to be held on **MONDAY 20 SEPTEMBER 2021** at **7pm** in the **EXHIBITION ROOM, HOLMFIRTH CIVIC HALL, HUDDERSFIELD ROAD, HOLMFIRTH HD9 3AS** to transact the following business -

- AGENDA – (A).

	Welcome	7.00pm
	Public Question Time	
	Prior to the commencement of the business session of the Committee, there will be an open session lasting 15 minutes, for members of the public to speak to Members. Members of the public can speak for a maximum of 3 minutes per person.	
2122 12	Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014	
	As Local (Parish & Town) Council meetings can now be recorded, the Chairman to check if anybody wishes to record the meeting, to ensure reasonable facilities can be provided. The Officer will be recording the meeting in audio format for upload to the Parish Council’s YouTube channel.	
2122 13	To receive apologies and approve reasons for absence	7.15pm
2122 14	To receive Members’ and Officers’ personal and disclosable pecuniary interests in items on the agenda	7.16pm
2122 15	To consider written requests for new DPI dispensations	7.18pm
2021 16	To consider whether items on the agenda should be discussed in private session	7.19pm
2122 17	To confirm the Minutes of the previous Committee meeting	7.20pm
	To note the minutes of the previous meeting - the meeting of the SERVICE PROVISION COMMITTEE- held on 19 April 2021 INSERT(B) , numbered 2122 01 – 2122 11 inclusive - approved at Full Council 12 July 2021.	
	ASSETS MANAGEMENT	
2122 18	To receive and note report on Holmfirth Civic Hall Community Trust	7.21pm
	Report from Dawn Whiteley MBE INSERT (C)	
2122 19	To note the current progress of the asset transfer of Honley Library	7.25pm
	The asset transfer process is currently ON HOLD whilst Kirklees seeks to resolve an outstanding employment contractual matter INSERT (D)	

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2122 20	To note update regarding HVPC assets: Holmfirth Public Toilets, benches, bus shelters and adopted phone boxes	7.35pm
	The drawing up of the tendering process documentation is ongoing. An application for the adoption of Wooldale phone box is in progress. The insurance claim for the damaged bus shelter is being chased up. The wall at Holme allotments has been repaired. The rent arrears due to Covid for the Gartside Buildings tenancy is being managed in accordance with directions from the Finance and Management Standing Committee.	
	PROJECTS	
2122 21	To note update regarding the dog waste strategy	7.39pm
	Discussions are continuing regarding the design of the sticker to go on the dog waste bag dispensers.	
2122 22	To receive meeting notes of 10th June 2021 and 26th August regarding the <i>Holme Valley Youth Offer</i>	7.40pm
	The meetings notes include updates on a number of youth engagement initiatives INSERT (E)	
	BUDGETARY ITEMS	
2122 23	To consider Service Provision budgets for 2021-22 and 2022-23 INSERT (F)	7.45pm
	The Committee will consider actual spending for 2021/22 and what the spending allocation to Service Provision could be for 2022/23.	
2122 24	To consider Holmfirth grant application Christmas trees/lighting provision INSERT (G)	7.55pm
	The latest Finance & Management Committee meeting was 6 th September with the next scheduled for 22 nd November. Terms of reference for Service Provision state: 'Approval of matters relating to Christmas trees/lighting provision'. The amount asked is £1000 – the same as last year.	
2122 25	To receive and consider the working party review of CCTV	
	To receive report: <i>Review of CCTV Provision in Holmfirth</i> arising from a meeting of the Working Party on 17 June 2021 INSERT (H) . Communications since June indicate that there is no community or business organisation putting itself forward as yet to manage any CCTV provision in Holmfirth.	8.00pm
	CORRESPONDENCE	
2122 26	To consider the relocation of the artwork and seating from the Market Hall Bus Shelter	8.10pm
	HVPC has been informed that the initial works to remove the bus shelter adjacent to the Market Hall will begin in early 2022 INSERT (I) . There is already agreement to remove and, if necessary, store the artwork and seating when the works begin. A	

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	decision is needed as to where to place the artwork and the seat.	
2122 27	To consider correspondence of 14 June 2021 from a Holmbridge resident concerned with anti-social behaviour	8.15pm
	An email was received raising a number of concerns INSERT (J) .	
2122 28	To consider correspondence of 23 June 2021 from a resident concerned with the presence of rats by the duck feeding area by the co-op	8.20pm
	An email was received outlining concerns about rats attracted to the duck feeding area INSERT (K)	
2122 29	To consider the <i>Holme Valley Parish Council- Strategic Priorities: Service Provision Committee responsibilities, arising from NDP commitments + the Climate Emergency Action Plan</i>	8.25pm
	The report from Cllr Blacka INSERT (L) is the first step in considering the Service Provision Committee's contribution to strategic priorities.	
	Close of meeting	8.40pm

Jen McIntosh

Clerk to the Council

Holme Valley Parish Council
 Holmfirth Civic Hall, Huddersfield Road, HOLMFIRTH HD9 3AS
 Telephone: 01484 687460
 Email: clerk@holmevalleyparishcouncil.gov.uk

MINUTES OF THE SERVICE PROVISION COMMITTEE HELD ON MONDAY, 19 APRIL 2021 (Online)

Those present:

Chairman: Cllr Michael Pogson

Councillors: Cllr Blacka, Cllr T Dixon,

Officers: Ms E Bennett (Clerk)

Public Open Session

There were no members of the public. Councillor Pogson wished to discuss a recent communication from Kirklees Council asking for clarification on the future placement of the memorial bench and bus shelter at the Holmfirth Market hall once the building is ready for demolition. The committee wished for the seat and shelter to be retained by Kirklees until a site was identified. They also requested that the clerk seek out the timescales involved.

2122 01 **To accept apologies for absence**

Apologies for absence were accepted from Cllr East Cllr Roberts, Cllr Brook and Cllr K Bellamy. Cllr Firth did not proffer apologies. Cllr Feeney has resigned from the council. The committee was quorate with three members.

2122 02 **To receive Members' personal and disclosable pecuniary interests in items on the agenda**

None received.

2122 03 **To consider written requests for new DPI dispensations**

None received.

2122 04 **To consider whether items on the agenda should be discussed in private session**

It was agreed that no items required to be taken in private session.

2122 05 **To note the minutes of the previous meeting**

Noted : The Minutes of the Extraordinary meeting of the Service Provision Committee held on 18 February 2021, numbered 2021 53 to 2021 59 previously approved at Full Council.

Benches/Shelters/ Phone boxes

Review of the maintenance contract.

2122 06

Resolved; to agree to the results of the Working Party, that the contracts for the upkeep of the benches (shelters, phone boxes and war memorials) be put up for tenders , to

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cover a three year period on the basis of a total cost which would then be paid in regular monthly instalments over the period of the contract.

The consideration for the maintenance and operation of the public toilets will be considered by Community Assets Support Committee on 17 May 2021 and if approved, the tenders will be advertised in May 2021.

Dog Waste Strategy

2122 07 **Resolved.**

- 1) **That the council design stick on labels for both dog glove dispensers and surrounding street furniture that describes the aims of the dispensers and encourages people to dispose of the bagged litter appropriately. The quotation for 80 such self-adhesive labels at a cost of approximately £100 would be acceptable and this will come from the Dog Waste Budget.**
- 2) **That two new dog waste glove dispensers be purchased at a cost of £79.00 plus VAT (each) for placement in Brockholes)**
- 3) **That a budget of £100 would be available for the re-painting of five dispensers, to include two in Brockholes.**
- 4) **That the clerk will ask all the dog waste glove dispenser volunteers to send in photos of their dispensers so that the requirements for re-painting can be assessed and so that the size of sticker signs can be decided , hopefully to fit all models.**

2122 08 **Youth Work**

The committee commended the report from Councillor Feeney identifying her early contacts with key people involved in the development of new Youth Services in Honley and Holmfirth.

Noted That Councillor East is continuing to attend meetings of the Two Valleys Youth Project, as hosted by Kirklees staff.

Honley Business Association are now in the process of appointing two part time youth workers.

The committee hoped that Cllr Ben Lockley might be willing to take on responsibility for liaising with Youth Services or indeed one of the new councillors who will be elected in May 2021.

2122 09 **CCTV**

The report from the working party made the following observations which were accepted by the committee. The CCTV provision in Holmfirth seems to have been unattended for two years now and probably needs updating. The money for the installation of the equipment some years ago was raised by various local businesses and monitored by System Vision. It was contributed to by the Parish Council.

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Resolved that the committee would not want to take responsibility for updating the equipment but was willing to contribute towards costs should the business community wish to manage the scheme.

Resolved to form a working party to review this and to invite representatives from the Honley and Holmfirth Business Associations to gain their views. The review should start at the end of May 2021. Councillor Pogson will contact the Business Association in Holmfirth and the clerk will invite Honley Business association.

Holme Valley Parish Council Strategic Priorities

2122 10 **Resolved;** to form a working party to look at how the Service Provision Committee contributes to the agreed strategy and to define what further aims could be agreed. Councillor Blacka will draw up a document that extracts the tasks assigned to the Service Provision Committee in the Strategic Priorities document, agreed by Full Council on 1 February 2021.

2122 11 **Complaints**

Noted; the three complaints. Cllr Dixon reminded the committee that although the Parish Council Clerk will pass on complaints about responsibilities that belong to Kirklees, such as waste bins, they are not matters for the Council to pursue further. The complaints had been passed on to the appropriate authority and in the case of the complaint about dog waste, the matter had already been addressed in item 2122 07 (1).

The Chairman thanked all committee members for their work throughout the year. The committee members showed their appreciation for the chairmanship of both Cllr Bellamy and Cllr Pogson. The committee also expressed their thanks to the clerk and wished her well in her future ventures.

Close of meeting at 20:00 pm

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Chairman



Holmfirth Civic Hall Community Trust Report to HVPC Service Provision Committee 20th September 2021

This report is provided to give the Service Provision Committee an update on activities at The Civic, Holmfirth and includes information on how we are coming out of the coronavirus pandemic, an update on ongoing projects, current fundraising plans and finances.

Opening up after lockdown

The Civic has now opened fully following the easing of lockdown restrictions and we are welcoming back many of our previous regular hirers as well as bringing events and other activity back to the building from September onwards. We have lost some hirers where they remain reluctant to return just yet, or for other non-related reasons – but, we are also welcoming new hirers to the building all the time.

We continue to ask our visitors to be vigilant, to continue social distancing, the wearing of masks in communal areas and to avoid visiting if demonstrating any symptoms. We are also being cautious in terms of cleaning regimes, asking hirers to clean touch points on entry and exits etc.

Ongoing projects

The works to replace the toilets and create an office and a store are ongoing but have been hampered, firstly by the discovery of steel supports in the fabric of the building meaning we had to revise our layout plans for the toilets, then because our architect had a heart attack (he is on the mend and back working thankfully). There are in essence three phases to the works – the ladies and gents toilets; then the rear store; finally the office and disabled toilets. The first phase is almost complete and we hope to have access to the new toilets in the next couple of weeks. The structural drawings for the retaining wall which will be part of the rear store are being reviewed by a structural engineer and Kirklees and as soon as they are approved work will move outside, before returning inside to complete the project.

Income and expenditure on the project so far is detailed below:-

Description	Income	Expenditure	Balance
Holme Valley Parish Council – toilets-office-store	60,000.00		60,000.00
Holme Valley Parish Council – fire escape	10,000.00		70,000.00
League of Friends of Holme Valley Hospital	55,000.00		125,000.00
Holme Valley Masonic Lodge	5,000.00		130,000.00
Holmfirth Civic Hall Community Trust own funds	25,000.00		155,000.00
Architect's fees		3,200.00	151,800.00
Planning related fees		792.00	151,008.00
Miscellaneous fees (toilet hire/parking permits)		366.00	150,642
Contractor fees		48,000.00	102,642.00

Finances

Accounts for the financial year ending 31st March 2021 have been completed and will be submitted to the Charity Commission in due course – details are provided below:-

	2021/2021			2019/2020
	Unrestricted funds	Restricted funds	Total funds	Last year
Receipts				
Donations	2,025		2,025	4,318
Grants	78,195	27,998	106,193	49,630
Room hire	17,139		17,139	78,484
Fundraising	1,888		1,888	34,781
Business rates refund	1,715		1,715	
Total receipts	100,962	27,998	128,960	167,213
Payments				
Fundraising direct costs	1,706		1,706	23,534
Venue promotion	1,576	9,700	11,276	1,915
Wages and salaries	36,601	15,998	52,599	58,180
Training	390		390	22
Repairs and maintenance	11,880		11,880	11,506
Cleaning	2,647		2,647	2,555
Property taxes				101
Utilities	7,162		7,162	13,218
Computer consumables	504		504	1,425
Office administration	345		345	154
Telephone	469		469	587
Print, post and stationery	258		258	711
Insurance				5,541
Professional services	3,077		3,077	1,556
Travel				141
Card transaction charges	140		140	23
Compliance	255		255	35
Equipment	2,521		2,521	
Building alterations		2,580	2,580	2,412
Total payments	69,531	28,278	97,809	123,616
Receipts less payments	31,431	280	31,151	43,597
Cash funds last year	38,274	37,588	75,862	32,265
Cash funds this year	69,705	37,308	107,013	75,862

Costs were very closely managed during the lockdown period and any actions taken to reduce costs where possible, limited heating use, turning off all appliances, lighting, reducing water use etc and this can be seen in some of the comparisons to spend in the previous year.

All income and expenditure continues to be closely managed and current balances are made up of £91,055.23 in the current account and £57,702.38 in the restricted reserves account.

Other fundraising activity

We have developed and prioritised our plans for future projects and there are three which we are developing fundraising plans for in the first instance; firstly the refurbishment and redecoration of the entrance foyer, stairs and landings; secondly the refurbishment of the toilet corridor and the creation of a heritage wall and thirdly works to the exterior of the building, replacing front gates and lantern over the arch, new noticeboards, signage and banners. Our architects is drawing up more detailed schemes for these and funders have been identified, with applications are being developed accordingly.

We are also about to launch schemes to encourage giving by local people and businesses – we have created a range of corporate sponsorship offerings, a Friends of the Civic scheme and a Supporter Wall where bricks can be purchased to show support. Further information about this launch will be provided in due course, but an open session will be held on 14th October 2021.

We hope you find this report helpful in terms of how HCHCT continue to run and manage The Civic, we are happy to provide a written report or attend in person future meetings either as a standing agenda item or as and when invited. If there are other aspects of the work of HCHCT or The Civic please let us know and they can be incorporated into future updates as required.

Holme Valley Youth Offer

Notes

10 June 2021

Partnership Members Present	
Susan Greenwood	KYA Programme Manager
Julie McDowell	KC Active Citizens & Places Officer
Julie Turner	KC Hub Co-ordinator
Martin Kenworthy	KC Community Safety Officer, Safer Kirklees
Sarah Broxton	Holmfirth Tech
Claire Baldwin	KC Community Plus
Gemma Jenkinson	KC Community Co-ordinators Manager (Community Plus Rural)
Catherine Edwards	KC Detached Youth Worker
Alison Richards	Honley Youth Co-ordinator, Honley Youth Project

1. Welcome & introductions	
2. Partner updates	<p><u>KYA</u></p> <ul style="list-style-type: none"> Youth Support Worker, Charlotte Storey, recruited for 6 months Kickstart Placement. 12 hours for Holmfirth town centre (and 12 hours for Colne valley) One Year Youth Worker recruitment underway for 12 hour centre-based youth work for Holmfirth (and 12 hours for Colne Valley). Had to extend due to only receiving one application. New interviews taking place 25 June <p><u>Enabling Youth</u></p> <ul style="list-style-type: none"> YSF funding application successful for activities in Meltham Weekly sessions starting this week Involved in School's Out! for 13-16 <p><u>Café 100</u></p> <ul style="list-style-type: none"> Sessions resumed Wednesday and Friday evenings Eden's Forest session on Saturdays YP helping with the recruitment of KYA Youth Worker <p><u>Holmfirth Tech</u></p> <ul style="list-style-type: none"> Susan & Sarah met 24 May. Sessions due to start week commencing 12 July although may have to delay to the start of the Summer holidays due to the delays with recruitment of the Youth Worker Sarah to contact local schools about what their finishing times are so we can agree the session start times at the tech Sarah to provide logo and colour pallet for promotional flyer Susan to arrange another catch up with Sarah. <p><u>Honley Youth Project</u></p> <ul style="list-style-type: none"> Alison Richards new in post as Honley Youth Co-ordinator. Working 20 hrs a week Tues-Thurs. Kayzia Barnes also newly recruited as part time Youth Worker for 15 hrs per week (Kayzia also works at Honley High School in Behavioural Support) Project Communities starting to run two after school sport sessions at Jagger Lane rec. as part of the Honley Youth Project. (Julie clarified that Honley Youth Club run by June & Steve Knight is different to this project. Alison explained they were trying to work out how to work together)

	<p><u>Voice & Influence Team</u></p> <ul style="list-style-type: none"> • Not able to attend meetings but may be able to support with projects in the future. <p><u>Detached Team</u></p> <ul style="list-style-type: none"> • Limited resources for Holmfirth. Just a couple of hours on Saturdays (1-3/3.30pm before they go to Newsome till 6pm) • Catherine finding that in comparison to other areas, young people out in Holmfirth seem to be there for a specific reason e.g. shopping, skating with friends. They are always polite but not much opportunity for informal education/conversations around specific issues. • Wants to go to more disadvantaged areas in the future if resources allow. • Catherine to ask YP if they would like Skate-It-Yourself to run some sessions in the summer holidays (Susan to check times with Project Communities and send Catherine links to Skate -It – Yourself info) <p><u>Democracy Team</u></p> <ul style="list-style-type: none"> • Place Standard engagement being pencilled in for August for Holmfirth town centre. Julie will keep us updated. • Julie made contact with David Roach regarding gaps in the schedule at Pheonix centre. • Susan to arrange a catch up for next week <p><u>Hubs (Julie T)</u></p> <ul style="list-style-type: none"> • New charity is putting a business plan together for lots of new activity at the Children Centre on Meltham Moor. • The new Place Partnership project - building capacity in schools around mental & emotional wellbeing-is going really well. • Been very busy co-ordinating bids for the School's Out! programme <p><u>School's Out!</u></p> <ul style="list-style-type: none"> • 8-13 clubs in Meltham, Netherton, Honley & Holmfirth. New Mil confirmed recently. • 13-16 programme still being developed. Meltham covered and some activity taking place at Honley and Holmfirth Cricket clubs. • Discussed potential skating activities at Sands. Susan to ensure they don't clash with Project Communities provision at Holmfirth Cricket Club <p><u>Community Plus</u></p> <ul style="list-style-type: none"> • They're taking out a van on Tuesdays from 22 June to engage with families. Happy for us to promote activities from it. • Highlighted a growing issue with MH problems caused by excessive gaming in lockdown. Susan mentioned her links to the Awareness of Youth Gambling and Social Gaming training. (Jen Strickland, Social Prescriber, would find this useful) • Susan to ask Alice to add the training to the School's Out! training plan. • Claire mentioned the lovely work being done by River Holme Connections and Eden's Forest. Susan agreed and said she'd invite both organisations into this partnership.
3. DONM	Thursday 1 July 2-3pm

Holme Valley Youth Offer

Notes

26/08/2021

Present	
Scott Wilson (Chair in Susan's absence)	KYA Youth Worker
Charlotte Storey	KYA Youth Support Worker
Nina Thomas	Northorpe hall, CAMHS Education link worker
Martin Kenworthy	KC Community Safety Officer, Safer Kirklees
Julie McDowell	KC Active Citizens & Places Officer
Claire Baldwin	KC Community Plus/ Enabling Youth
Aaron Taylor	KC Third Sector Team
Sharnel Pusey	KC Homes & Communities
Cllr Terry Lyons	
Cllr Paul White	
Susan Richards	
Stacey	Northorpe Hall, CAMHS Education link support worker
Welcome & introductions	Stacey has now joined Nina Thomas as Education Link Worker. Aaron Taylor also joined the meeting for the first time from the Council's Third Sector Team.
KYA Update	<p>KYA</p> <ul style="list-style-type: none"> • Holmfirth tech has continued with high numbers and recently had 16 young people attending the sessions • Phoenix centre has been booked and will be starting week commencing 13/09/2021 and Scott will be collecting the keys next Friday • General: Aaron Taylor would like some support with the delivery of a graffiti art project taking place in the Holmfirth area.
Partner Updates	<ul style="list-style-type: none"> • Nina introduced Stacey who will be working closely with her delivering sessions to parents, schools and youth provisions on the prevention

	<p>of poor mental health in young people. Looking at October/ November time for youth provisions. This would tie in well with myself and Charlotte when delivering sessions.</p> <ul style="list-style-type: none"> • Aaron Taylor discussed the GAP (Grant Access Point) funding and how to get registered. There is currently a large case load of provisions who aren't yet registered. How to bid for the IDOK funding that can be found through the website. • Julie McDowell discussed the Your Voice Your Holmfirth that is taking place to revamp the centre of Holmfirth. This is open to people outside the Holmfirth area and would also like to hear some of the young people's opinions on what they would like to see in the area. Link sent through chat under howgoodisourplace.org.uk • Martin Kenworthy not much to add but discussed how the number of incidents had dropped since introducing the schools out programmes through the summer. This may not be accurate due to the previous year having lockdowns, however, believes that there has been improvement throughout the summer. • Paul White would like to see more being done in the Honley area and was signposted to the youth offer that has been set up in that area. • General- Meeting set up between me, Nina, Stacey and Aaron to discuss the funding from GAP and the work Nina is doing across the Kirklees area at the old bridge inn, Holmfirth
DONM	23/09/2021 Thursday 2-3 P.M.



<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Sub-Contractor Services	5,000.00		5,000.00
321 EMR Legal Advice Contingency	5,000.00		5,000.00
322 EMR CCTV	5,000.00		5,000.00
323 EMR Com Asset-Others in Valley	9,723.00		9,723.00
324 EMR Neighbourhood Planning	0.00		0.00
325 EMR Election Fund	19,789.00		19,789.00
326 EMR Defibrillator Special Resr	2,000.00		2,000.00
327 EMR Covid Response - HCHCT	10,000.00		10,000.00
328 EMR Covid Response - HVCMA	13,315.00		13,315.00
329 EMR Holmfirth Civic Hall (capi	30,000.00	0.00	30,000.00
330 EMR Office/Meeting Room	15,000.00		15,000.00
331 EMR Holmfirth Toilets	5,000.00		5,000.00
332 EMR Honley Library	30,000.00		30,000.00
333 EMR Holmfirth Tech	10,000.00		10,000.00
	<u>159,827.00</u>	<u>0.00</u>	<u>159,827.00</u>

Budget 2021-22

HVPC Year-to-Date

F

CODE	DESCRIPTION		Starting Budget	Revised Budget	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total	Remaining		
Community Assets Support Committee																				
4300	Honley Library	0.00%	£15,000	£15,000	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£15,000.00	4300
4310	Holmfirth Civic Hall-Projects		£0	£0	£0.00	£0.00	£0.00	£40,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£40,000.00	£-40,000.00	4310
4315	Other Community Assets - F&M	68.81%	£53,000	£53,000	£0.00	£0.00	£31,470.60	£5,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£36,470.60	£16,529.40	4315
4320	Public toilets - Day to Day	44.67%	£17,000	£17,000	£1,317.14	£1,933.76	£1,251.24	£1,551.87	£1,041.50	£498.43	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£7,593.94	£9,406.06	4320
4325	Public toilets - Lettable Space	0.00%	£1,000	£1,000	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	4325
	Total CASC	113.48%	£86,000	£86,000	£1,317.14	£1,933.76	£32,721.84	£46,551.87	£1,041.50	£498.43	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£84,064.54	£1,935.46	
Service Provision Committee																				
4700	CCTV		£0	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	4700
4705	Christmas Provision	0.00%	£5,500	£5,500	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£5,500.00	4705
4710	New Mill - Churchyard	41.48%	£800	£800	£0.00	£0.00	£331.87	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£331.87	£468.13	4710
4720	Dog Waste	61.35%	£1,000	£1,000	£0.00	£0.00	£165.50	£0.00	£0.00	£448.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£613.50	£386.50	4720
4725	Patient Transport Scheme	0.00%	£1,000	£1,000	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	4725
4730	Minibus	23.15%	£25,000	£25,000	£0.00	£0.00	£0.00	£0.00	£0.00	£5,787.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£5,787.00	£19,213.00	4730
4735	Phone Boxes	17.90%	£400	£400	£42.10	£29.50	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£71.60	£328.40	4735
4740	Seats & Shelters-Maintenance	43.12%	£13,000	£13,000	£606.40	£1,412.52	£1,047.51	£1,052.60	£1,283.92	£202.50	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£5,605.45	£7,394.55	4740
4750	War Memorial		£0	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	4750
4755	Youth Facilities	0.00%	£8,000	£8,000	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£8,000.00	4755
	Total Service Provision	22.69%	£54,700	£54,700	£648.50	£1,442.02	£1,544.88	£1,052.60	£1,283.92	£6,437.50	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£12,409.42	£42,290.58	

HOLME VALLEY PARISH COUNCIL

HOLMFIRTH CIVIC HALL, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS
Tel: 01484 687460 Email: clerk@holmevalleyparishcouncil.gov.uk



Please complete this form as clearly as possible and return it to the clerk by email or by post to the above address.

From April 2021 there will be two dates in the Council Year on which grants are considered. Your application needs to be submitted by the last day of August to be considered in September or by the last day of January to be considered in February.

CONTACT DETAILS
Name of organisation
Holmfirth Christmas Team
Contact person for this application:
[REDACTED]
Position e.g. Chair, Secretary, Treasurer:
Secretary
Correspondence address:
[REDACTED]
Email address:
[REDACTED]
Telephone numbers:
[REDACTED]

TYPE OF COMMUNITY GRANT APPLIED FOR

If you are unsure, please tick any that might apply, and our clerk will consider which Committee the application should be considered by.

Community Assets

Community Services

Community Events or Projects

What will your grant pay for? Christmas lighting in Holmfirth

ABOUT YOUR GROUP	
What type of group are you?	<ul style="list-style-type: none"> • Unregistered community group
Charity registration no. (if applicable)	
When did the group start?	<p>Holmfirth Christmas Team is a community group established in 2016 to brighten up Holmfirth for the festive season. We've had lots of great feedback over the years and we believe that our lighting display is a real success, helping make Holmfirth a warm and festive place to live and visit. We also fund the festoons round the bus station which now bring welcoming lights to this area all year round.</p> <p>We are all volunteers.</p>
Do you have a constitution or a set of governing rules?	Yes – see attached.
What area does your group cover? <i>The Council can only fund grants to groups which directly benefit residents of the Holme Valley</i>	Holmfirth town centre
Describe the people you <u>mainly</u> work with:	All the community, residents, visitors and business owners benefit from our lighting display and event. There is no charge for our festive entertainment and everyone enjoys the lighting through the festive season regardless of age, background, ethnicity or disability.
How many people are involved in running your group?	Paid staff: 0
	Volunteers, including Committee members: 6 committee members run the group but we have up to 30 volunteers who assist in putting the lights up and taking them down each year.

FINANCES	
Financial year	March 2020 – February 2021
Income	£1920
Expenditure	£3930
Reserves	£5688
Please describe your current financial reserves and account for expected expenditure from these.	<p>We have built up reserves since 2017 in order to be able to purchase replacement lights as sets gradually deteriorate over time. In 2020-21, due to COVID, we did not ask for business donations and used our reserves to cover our costs of new lights, cable ties and small Christmas trees along Market Walk by the Picturedrome. We also had to purchase some new external plugs due to businesses closing who had previously hosted plug sockets for us. We cancelled our planned event due to COVID which reduced costs further.</p> <p>In 2019 – 20, we had an income of £7893 and costs of £7077 so with the generosity of local businesses and grants, we usually cover our costs and put aside a little money each year to save for future lighting purchases and pay for the necessary PAT testing so the group is sustainable.</p>
Has the group previously received a grant from the Parish Council?	<p>Yes</p> <p><i>2019 - £500 to purchase Christmas lights for the outside of Holmfirth Tech.</i></p> <p><i>2018 - £1000 towards the Christmas parade & event</i></p> <p><i>2017 - £1000 towards the Christmas parade & event</i></p> <p><i>2016 - £2000 towards purchase of initial lights plus parade & event</i></p>

YOUR PROJECT

How much money are you requesting from the Parish Council?

£1000

Project start date:

15th Nov 2021

Project end date:

6th Jan 2022

Holmfirth Christmas Team wants to extend its lights coverage through Holmfirth by purchasing additional lights to decorate Holmfirth Fire Station and extend the lighting further along the river in the centre of the town. This will brighten up areas which have previously not had lighting and add to the approximately 3km of LED lighting through the town. These lights are all put up and taken down by volunteers over several days and ensure the town looks festive and bright for the Christmas season.

Last year, due to COVID, we also did not ask for donations from local businesses due to the financial pressures they were experiencing. We used reserves last year to cover our costs so we could provide lighting but in order to reduce our costs, we did not hold an event and reduced the trees we put up through the town. We were also unable to continue to extend our coverage as we had in previous years. In order to be sustainable, we need to keep some reserves to cover replacement of existing lights, which whilst commercial grade and high quality, do fail after a number of years. We check our lights each year and store them carefully before reuse but due to the winter weather, their exposure to the elements for nearly two months means we have to plan for a gradual replacement of the LED strings. All our lights are compatible with each other offering flexibility and consistency of display and have been sourced through UK Christmas World.

This year, we will be approaching local businesses for financial contributions as we have in previous years and this should enable us to organise entertainment on the afternoon of 27th November. This will not be a parade as we plan to space out the music / entertainment through the afternoon and in different places in Holmfirth centre so people are not concentrated together for the celebrations and we can spread the cheer across the town.

We are requesting £1000 to go towards installation of new lights on Holmfirth Fire Station and along the river in the centre of the town.

The whole town will benefit from a brighter festive season and this should help bring more footfall to the town and encourage residents to celebrate what we hope is a happier Christmas for 2021. Several hundred people normally come down to enjoy the parade so we hope a similar number will come to our event afternoon to enjoy the festivities. Throughout the Christmas season, hundreds of residents, visitors and just those passing through appreciate our lighting display so it is appreciated by a large number of people of all backgrounds. We have approximately 30 volunteers who help with putting lights up and taking them down and also work with other groups such as the local Hade Edge B Band (who perform for us) and the Holme Valley Scouts (who help collect our trees at the end).

Environmentally, our lights are high quality LED lights with a low energy draw and are reused over several years. We have stopped using any battery powered lights since these waste energy and perform poorly. We recycle our Christmas trees as they are taken away to be chipped.

PROJECT BUDGET		
Item	Total cost	Requested from the Parish Council
Additional lights & plug installation for river area & fire station	£900	£700
Replacement lights for any with damaged wires	£600	£300
Three display trees on stands with lights	£375	£0
Insurance for lighting (including year-round festoons in bus station) and entertainment plus public liability	£585	£0
Materials for lanterns, cost of entertainers, musicians etc	£1000	£0
Small trees around river etc.	£300	£0
Publicity for event	£150	£0
Miscellaneous (cable ties etc)	£50	£0
TOTALS	£3760	£1000

OTHER FUNDING
<p>Has the group applied elsewhere for other grants to fund this project?</p> <p>No</p>
<p>We will approach all businesses based in Holmfirth (nearly 200) to seek their financial support and also have a collection tin in Kayes Ironmongers. We will also apply to Kirklees Streetlighting for a contribution towards costs early in 2022, when they confirm the availability of funding (we received £1320.05 in 2020-21).</p>

BANK ACCOUNT DETAILS	
Account name	[REDACTED]
Sort code	[REDACTED]
Account number	[REDACTED]

Declaration	
<p>This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.</p> <ul style="list-style-type: none"> • I am authorised to make the application on behalf of the above organisation. • I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded. • I certify that the information contained in this application is correct. • If the information in the application changes, I will inform the Council. • I give permission for the Council to record the details of my group electronically and to contact us by phone, mail or email regarding this application. • If the application is successful, I give permission for the Council to publicise the project in the local media and on its website. • I agree to provide a report, including photographs, to the Council, indicating how the grant awarded has been spent, within two months of completion. 	
Name:	[REDACTED]
Signature:	[REDACTED]
Date:	7/9/2021

Name of Organisation	
CHECKLIST	
Please enclose the following with your application	
	Please Tick
Signed application form, with every question answered	x
Have you addressed sustainability issues? See the criteria on the council website (section 1.8).	x
Last three years audited annual accounts (if available)	x
Constitution or set of rules (if not applicable please state so)	x
Copy of bank statements for past six months	x
Copies of written estimates/quotations for capital purchases?	x
For projects or items over £5000 have you completed a Business Plan or for grants over £2.000 have you provided a forward plan of activities for the next year ?	N.A
If possible, please email a copy of the grant application to the Clerk (clerk@holmevalleyparishcouncil.gov.uk). With the Application in WORD not PDF.	
and send completed application form (with all supporting documentation) to: Holme Valley Parish Council, Holmfirth Civic Hall, Huddersfield Road Holmfirth, HD9 3AS	
If you have any queries, please contact the Clerk - Tel: 01484 687460 Email: clerk@holmevalleyparishcouncil.gov.uk	
<i>You are advised to keep a copy of this application for your own records.</i>	
For internal admin use only:	
Date application received:	
Application meets criteria:	Yes/No*
Meeting Date/Minute No.	
Grant approved . Yes/No	
Legislation under which grant is made.	
Date applicant notified of outcome:	



HOLME VALLEY PARISH COUNCIL

REVIEW OF CCTV PROVISION IN HOLMFIRTH

WORKING PARTY ON 17 JUNE 2021 , zoom meeting at 7pm

Delegated from Service Provision Meeting on 19 April 2021

Present;

Cllr Pogson, Chairman

Cllr Blacka

Cllr East

Louise from Read Bookshop Holmfirth

Greg Christoffi , for Holmfirth Business Association

June McLean , Honley Business Association.

Liz Bennett, Clerk HVPC.

Cllr Pogson explained the background to the meeting.

The Council have recently been trying to update their information as to who 'owns' the CCTV cameras that already exist in the Holmfirth Bus station and at the bottom of Dunford Road and whether they want to continue to fund these cameras and their on-going management.

Mr Christoffi said that he knew of the Cameras , that they had been financed by the business community and the Council some years ago and that they were managed by System Vision.

Louise had carried out a survey with survey monkey and the results were informative. The majority of respondents thought CCTV was necessary. Many did not know where the cameras were currently positioned nor how the process worked whereby footage could be called on in the case of a crime/disturbance.(<https://www.surveymonkey.com/results/SM-XWX3HYP79/>)

The participants were not committing themselves to paying for the CCTV as they didn't know how much it would cost.

June McLean gave some figures for the cost of the cameras in Honley. They had installed a system in 2015 following a spate of incidents at a cost of £17,000 including a 5- year maintenance contract with system vision. They have recently updated the cameras and employed a new contractor. They have spent £12,000 to Sitesniper who have agreed to renew cameras where necessary , to include parts and labour, with an annual maintenance charge of £1300 from year two.

June said that if there is a crime or suspected crime then there has to be a police number regarding that and once obtained, permission can be gained for the camera footage to be viewed. There is a significant amount of law and policy around the camera use and so they need to be installed and managed by a reputable provider.

Cllr Pogson said that the Holmfirth cameras needed renewing with a new company to maintain them if the process was to continue. While the HVPC has some funds available to support such an initiative, the Council would prefer the business community to take the leading role in organising the provision. Such a group would need a constitution and bank account etc and would need to fulfil all the requirements for the HVPC grant making process.

Louise from Read and Mr Christoffi appeared to be representing different groups. It was suggested that Louise approach the Holmfirth Tech as a way forward in forming a community group that could apply for HVPC funds.

Louise asked for June McLean's contact details so that they could discuss the Honley experience.

It was suggested that Louise forwards an 'Expression of Interest' form to HVPC regarding a grant application for the next financial year (to be returned by end of August 2021)

Meeting ended at 20.00 hrs.

I

Good afternoon,

I am the Project Officer managing the Holmfirth Town Centre Access Plan. I have been asked to ensure the community designed bus stop adjacent to the Market Hall building is retained and possibly used elsewhere in a future project. The bus stop shelter is planned for removal as its back wall is being removed in the demolition of the Market Hall building. If the shelter remains it will cause issues with visibility for cars exiting the car park, in addition to problems for car park security.

We have spoken with community members who are keen to retain the art work and seating, and I would like to engage with the Holme Valley Parish Council to understand what you would like to do with it.

As a reminder the bus stop in question is shown below.



Please feel to get in contact to discuss the future of the seating and art work.

Regards

Andy Raleigh
Project Officer
Kirklees Council
Civic Centre III, 1st Floor South, Market Street, Huddersfield HD1 2TG
Tel: 01484 221000
Email: andy.raleigh@kirklees.gov.uk

Good afternoon Liz,

Please be assured that it is the project team's intention to ensure the seating and art work is retained for relocation. We hope to work with the HVPC to ensure the assets are relocated in a suitable location, I will confirm who will be doing this when I know.

In terms of timescale the initial works are due to take place at the start of 2022.

Many thanks

Andy Raleigh

Project Officer

Kirklees Council

Civic Centre III, 1st Floor South, Market Street, Huddersfield HD1 2TG

Tel: 01484 221000

Email: andy.raleigh@kirklees.gov.uk

J

14 June 2021

Hello,

I am writing to you as a resident of Holmbridge and a daily visitor to the center of Holmfirth.

In the last few months I have witnessed fly tipping, littering openly in the street, aggression in cars, abuse whilst riding my push bike, 4x4 & trial bikes tearing up areas of natural beauty near us and this not to mention hearing of youths in Holmfirth town centre ripping up the community garden, defacing plants in the Old Bridge public house and setting fire to bins outside the toy shop in Norridge Bottom.

I realise times are tough however Holmfirth, especially during an evening, is starting to become an 'i'd rather avoid' type of place. Personally, I'd rather steer clear of the place after 7pm. I hear of fights every weekend, open drug taking in the pubs, bars and street and people just being generally anti social.

I ask you, what on earth is happening to our beautiful town?

It is no secret that myself and hundreds of other residents in the valley are gravely concerned about the rise of this type of behaviour and I am writing to ask the Parish Council what is or can be done to curb this burgeoning problem.

I look forward to your reply by return.

Regards

[Redacted signature]

16 June 2021

Hello [Redacted name]

Thank you for your email.

I am sorry that you feel so despondent about the state of the valley and the presence of anti-social behaviour by the young.

Your complaint will be considered by the Service Provision Committee at its next meeting in September.

In the meantime, I can reassure you that, of course, the Parish Council is committed to improving the Valley and keeping it a great place to live.

Firstly, regarding fly tipping, any incidents should be reported to Kirklees Council via their website, and they will endeavour to remove the waste.

This is not the official reply to your letter, but I can tell you that this year the Council has given £9000 towards a new Youth Worker in Honley, supported the new Kirklees Council initiative, The New Youth Offer, of provision for Youth across the two valleys and the Service Provision Committee hopes to keep up this effort in future years. They will be looking to support the Holmfirth Youth club as well.

There is also a review of the CCTV provision in Holmfirth continuing right now- to identify what is needed and how it can be resourced and managed. The Council has invited local businesses in

Holmfirth to join the review and tell us their experiences and wishes. The Honley Business Association has had a successful renewal of their CCTV cameras recently with support from the HVPC and they have evidence of how this reduces threatening behaviour and crime.

Please let us know if you know of any other measures the Council could consider.

We will be back in touch with you in due course.

Kind regards

Liz Bennett (Clerk)

Hey Liz,

Thank you for your reply, it is much appreciated.

I would be interested in contributing to the business thing as I own a small limited retail company operating from our home office's in Holmebridge.

I think CCTV is a great idea, any deterrent can only be a good thing. For me, I think kids are bored, potentially out of work, no hobbies, no imagination and without many social venues open, they simply don't know what to do with themselves. Plus, lack of Police resources mean they are not held accountable for their actions.

Regards



23/6/2021

Thank you for getting g back to me. Perhaps some signage is needed by the river. I don't feed the ducks myself.

Regards, [REDACTED]

Sent from my iPhone

23/6/21

Hello [REDACTED]

Thank you for your interest and concern.

I will pass your complaint to the Service Provision Committee who meet in September.

In the meantime ,I can say that we have similar complaints from time to time. Our answer has been and ,after consulting with the River Holme Connections who improve the river paths, we have replied that there is nothing we can do. Rats are part of the wildlife picture. There are no solutions that wouldn't cause other risks to animals in the medium term. If rat populations reduce for a while they always repair in accordance with the amount of food available. I suppose the only solution is to stop feeding the ducks ?

We will give you a formal reply in due course.

Kind regards

Liz Bennett

On 22/06/2021 22:58, [REDACTED] wrote:

Hello,

I have noticed an increased problem with rats in Holmfirth particularly around the duck feeding area by the coop. Is there anything that can be done by the parish council to get pest control involved. With small children going to see the ducks and rats becoming more used to people it is an accident waiting to happen.

I look forward to hearing from you.

Regards, Aoife

Sent from my iPhone



Holme Valley Parish Council – Strategic Priorities Service Provision Committee responsibilities, arising from NDP commitments + the Climate Emergency Action Plan

1. Introduction

The strategic priorities document, produced by Cllr Hogley, was approved by full Council on 1 February '21. The strategic priorities document allocated 18 tasks, from the Neighbourhood Development Plan (NDP) to the Service Provision Committee. At the Service Provision Standing Committee meeting on 19 April '21, it was resolved that Cllr Blacka would extract these tasks, as a first step in considering the Committee's contribution to strategic priorities.

2. Tasks allocated to the Service Provision Committee

Holme Valley Parish Actions 3

- To ensure that any new or replaced street furniture such as lighting columns, street-signs, benches and litter bins are designed in a coordinated style which enhances their appearance. This does not preclude allowing bespoke designs to be considered to reflect the character of specific location. This will create a more consistent appearance to street furniture suited to the area concerned. [1]
- To ensure that overhead wiring and road signage within the public realm is installed in a manner which reflects the town or village's character. Redundant electrical infrastructure or signage should be removed to reduce visual pollution associated with new installations. [2]
- To ensure that opportunities to develop out-of-sight storage for trade waste bins for existing premises are pursued to reduce unsightly clutter on the public highway. [3]
- To work with traders and shop keepers to discourage the use of A-boards and clutter to keep routes clear for people who may have mobility or visual issues, or for parents with children in buggies. [4]

Holme Valley Parish Actions 4

- The Parish Council will work with local businesses and Kirklees Council to manage opening hours and control litter. [2]

Holme Valley Parish Actions 6

Public Transport (All actions shared with the Climate Emergency Committee)

- Ensure that access means accessible to all regardless of age, ability and cultural background, and eliminating unnecessary barriers.
- Explore opportunities to reduce traffic in town and village centres to improve air quality and health.
- Support proposals to increase the use of shared cars, buses, trains and cycling.
- Ensure good quality public transport is maintained, with subsidies considered where appropriate to support local connectivity with smaller rural villages across the Valley.
- Support initiatives by the Penistone Line Partnership and others to encourage and enable the greater use of rail travel, to improve the route between Huddersfield, Sheffield and further afield.
- Investigate the feasibility of renaming Brockholes railway station "Brockholes and

- Holmfirth” and providing a linked shuttle bus service to Holmfirth town centre.
- Encourage better bus/train connectivity to link villages across the valley with train services and support strategic actions to improve parking and facilities at Honley and Brockholes stations.
 - The provision of taxi-ranks to support the use of taxis as an alternative means of transport will be supported as long as they align with the other policies in the NDP regarding fitting with the local character and avoiding any noise pollution from idling engines.

Sustainable Transport (All actions shared with the Climate Emergency Committee)

- Promote infrastructure such as charging points to increase the use of electric vehicles.
- Encourage the introduction of electric buses and taxis in the area to improve air quality.
- Develop pathways for safer cycling and walking, subject to landowner permissions for access using natural conduits such as the River Holme and maintain existing pedestrian, bridleway and cycle routes.

Parking provision

- Investigate the feasibility of providing suitable parking on the edge of Holmfirth to accommodate a “Park and Ride” service.
- Explore innovative ways of creating additional parking in specific areas lacking sufficient provision such as the de-consecration of part of a churchyard, rental of drives in the daytime or use of private land for specific events.