

To all Members of the Service Provision Committee

Tuesday 8th February 2022

You are hereby summoned to attend a Meeting of the **SERVICE PROVISION COMMITTEE** to be held on **MONDAY 14 FEBRUARY 2022** 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 30	Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014	7.15pm
	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 video format for upload to the Parish Council's YouTube channel.	
2122 31	Apologies and reasons for absence	7.16pm
	Any apologies for absence with reasons received by the Clerk will be circulated by email prior to the meeting. In line with previous resolution these will be considered together.	
	<i>To consider apologies and reasons for absence.</i>	
2122 32	Members' and Officers' personal and disclosable pecuniary interests in items on the agenda	7.17pm
	<i>To consider: Members' and Officers' personal and disclosable pecuniary interests in items on the agenda.</i>	
2122 33	Written requests for new DPI dispensations	7.18pm
	Any revised DPIs received will be circulated prior to the meeting; redacted DPIs are uploaded to the HVPC website.	
	<i>To consider: written requests for new DPI dispensations</i>	
2021 34	Items on the agenda to be discussed in private session	7.19pm
	<i>To consider: whether any item on the agenda should be discussed in private session.</i>	
2122 35	Minutes of the previous Service Provision Committee meeting	7.20pm

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	The minutes of the previous meeting of the SERVICE PROVISION COMMITTEE, held on 20 September 2021 (B), numbered 2122 12- 2122 29 inclusive were approved at Full Council 11 October 2021.	
	To note: the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE- held on 20 September 2021, approved at Full Council 11 October 2021.	
	BUDGETARY MATTERS	
2122 36	Service Provision Committee Budget and Spending Statements for 2021-22 and 2022-23	7.22pm
	Under Standing Orders the Service Provision Committee makes financial decisions for a number of community assets and projects. A number of items on this agenda have financial implications for this budget. Therefore <ul style="list-style-type: none"> – the Budget 2021-22 Service Provision Income and Expenditure Year-To-Date (C); – the Budget 2021-22 Service Provision Income and Expenditure Forecast (D); – and the Budget 2022-23 Service Provision Standing Committee (E) are being shared to clarify the availability of funds prior to the consideration of grants.	
	To note: the Service Provision Committee Budget Income and Expenditure for 21-22 and the Service Provision Committee Budget 2022-23.	
2122 37	Authorisations for Regular Expenditure – Council Year 2022-23	7.27pm
	There are a number of regular items of expenditure from the Service Provision Committee budget (F). These are to be reviewed and authorisation to spend considered. Clerk to report.	
	To consider: authorisation for regular items of expenditure for the Council Year 2022-23 from the Service Provision Committee budget lines.	
2122 38	Grant application from Kirklees Youth Alliance	7.30pm
	An application (G) for a maximum of £5,000 has been received from Kirklees Youth Alliance. This is to be considered under the Youth Facilities budget line 4755. It is to fund youth clubs at the Phoenix Centre, scheduled to run from June to October 2022.	
	To consider: a grant of the maximum of £5,000 to fund the running of youth clubs at the Phoenix Centre by the Kirklees Youth Alliance.	
2122 39	Grant application from Honley Youth	7.35pm
	An application (H) for £4,850 has been received from Honley Youth. This is to be considered under the Youth Facilities budget line 4755. It is to fund equipment, coaches and snacks for group training sessions, scheduled to start March 2022.	
	To consider: a grant of £4,850 to fund the running of group training sessions by Honley Youth.	

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2122 40	Grant application from BOK Artistic Swimming Club	7.40pm
	An application (I) for £700 has been received from BOK Artistic Swimming Club. This is to be considered under the Youth Facilities budget line 4755. It is to fund the purchase of a new music system to better assist the training sessions for young people in the artistic swimming club, scheduled for March 2022.	
	To consider: a grant of £700 to fund the purchase of a new music system for BOK Artistic Swimming Club.	
2122 41	Grant application from Project Communities	7.45pm
	An application (J) for £1986.50 has been received from Project Communities. This is to be considered under the Youth Facilities budget line 4755. It is to fund sports sessions for girls, scheduled to begin March 2022.	
	To consider: a grant of £1986.50 to fund the running of activities for girls by Project Communities commencing March 2022.	
2122 42	Grant application from Friends of Honley Junior and Infants School	7.50pm
	An application (K) for up to £2,000 has been received from the Friends of Honley Junior and Infants School. This is to be considered under the Youth Facilities budget line 4755. It is to fund transport for extra-curricular activities.	
	To consider: a grant of up to £2,000 to fund transport for extra-curricular activities for students.	
2122 43	Grant application for CCTV operation from Honley Business Association	7.55pm
	An application (L) for £1,560 has been received from Honley Business Association. It is for the funding of CCTV in Honley centre. The CCTV budget line 4700 has no funds; there is an Earmarked Reserve EMR 322 Service Provision - CCTV of £5,000. The Deputy Clerk/RFO suggests that the Service Provision committee reviews the application and considers recommending to Full Council on 28 March 2022 that £1,560 is vired from EMR 322 to facilitate the granting of this application.	
	To consider: recommending to full council on 28 March that £1,560 is vired from EMR 322 to 4700 CCTV for the funding of CCTV in Honley centre, managed by Honley Business Association.	
	ASSETS MANAGEMENT	
2122 44	Holmfirth Civic Hall Community Trust	8.00pm
	The following documents have been received from Dawn Whiteley MBE: <ul style="list-style-type: none"> – Holmfirth Civic – SPC Update 2122.02.14 (M i); – HCHCT Annual Report 2020-21 (M ii); – Holmfirth Civic – friends application (M iii). <p>The Holmfirth Civic – Project list received 4-11-21 (M iv) is also attached for information.</p>	

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	To note: reports from Holmfirth Civic Hall Community Trust.	
2122 45	The asset transfer of Honley Library	8.05pm
	<p>The Clerk attended a 'handover' meeting with representatives from Kirklees and Friends of Honley Library on 11 November 2021. The issue over the cleaning contract has been resolved by Kirklees determining to keep its current contract in place and funding this itself. Looking ahead, some of the practical arrangements for the transfer were agreed in principle, such as a joint reading of meters prior to handover.</p> <p>In September the HVPC solicitors returned to Kirklees the hosting agreement with respect to the library service and hiring agreement with respect to elections, with comments. The solicitor is waiting for and chasing up Kirklees' response to those comments.</p> <p>The draft lease from Friends of Honley Library is with the solicitor; work on this cannot progress until the solicitor has heard back from Kirklees as this has to tie in to the hosting and hiring agreements referred to above.</p> <p>A current issue under discussion is the need for a fire alarm system. Safety inspections logged over the last two years have recommended that a fire alarm system is needed. However, Kirklees have taken no steps to effect this. FOHL have a quote for the installation of a fire alarm system for £4000 and FOHL have requested that the Clerk contacts Kirklees regarding this. The clerk has had an initial conversation with Alison Senior, Kirklees Project Officer, Asset Strategy in regards to this matter.</p> <p>Clerk to report.</p>	
	To note: the current progress of the asset transfer of Honley Library	
2122 46	Report from maintenance contractor regarding shelters, war memorials and benches	8.10pm
	To receive and note the report (N) from the maintenance contractor.	
2122 47	Holmfirth Public Toilets	8.13pm
	Report from the Clerk.	
	To note: report received regarding Holmfirth Public Toilets.	
2122 48	Stone shelters update	8.15pm
	<p>The damaged bus shelter has been repaired (O). Following the discovery that the bus shelters are not insured the Clerk has been investigating the cost of having these added to the insurance policy. The Insurers have asked for the Parish Council to submit a rough estimate of the total cost of replacing a stone shelter. This has been obtained (P) and shared with the Insurers. Awaiting a revised cost for adding the stone shelters to the Insurance Policy. Once that has been received it will be tabled for consideration at the next Finance and Management Committee.</p> <p>Following reports from an ex-councillor and a serving councillor a further shelter – opposite Holme Valley Memorial Hospital near the Police Station - has had the guttering repaired recently.</p>	
	To note: the contents of the stone shelters update.	

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2122 49	Adopted phone boxes update	8.19pm
	<p>The red phone kiosk next to the Post Office in Holmfirth has been successfully adopted by the Parish Council. Whilst there has been some discussion of this being a hub for information about the Climate Emergency, a definitive decision has yet to be taken.</p> <p>Clerk to report.</p> <p>An application for the adoption of Wooldale phone box remains in progress.</p>	
	<i>To consider: the use of the newly adopted red phone kiosk next to the Post Office in Holmfirth.</i>	
2122 5	Benches update	8.22pm
	Clerk to report on correspondence received regarding benches (Q) .	
	<i>To note: correspondence received regarding benches.</i>	
2122 51	Tendering process for maintenance contract	8.25pm
	<p>Due to capacity issues the drawing up of the tendering process has not progressed since the meeting in September 2021. Putting the maintenance contract to tender remains a recommendation from our Independent Auditor. The Clerk will present a draft maintenance contract and tendering process to the Service Provision Committee at the meeting scheduled for Monday 13 June 2022. Clerk to report.</p>	
	<i>To note: work on the drawing up of a maintenance contract to put to tender is continuing; the Clerk to present a draft maintenance contract and tendering process to the Service Provision Committee at the meeting scheduled for Monday 13 June 2022.</i>	
	PROJECTS	
2122 52	Update regarding the dog waste strategy	8.30pm
	<p>Dog waste bags continue to be distributed via dispensers. The Parish Council sent Christmas cards to the volunteers who keep the dispensers stocked up.</p> <p>A repair has been carried out to one of the Honley dispensers.</p> <p>A design of the sticker to go on the dog waste bag dispensers is for consideration at the meeting (R). Printing costs, based on one quote obtained last year, are anticipated to be approximately £100 for 40 laminated vinyl stickers 20 cm by 15 cm. The Dog Waste budget line 4720 for 2020-21 is currently -£63.50.</p> <p>Subject to approval of the motion under consideration in item 2122 37 the Clerk will order the stickers in April from the 2022-23 Budget after first informing the Chairman of the Service Provision Committee.</p> <p>Clerk to report.</p>	
	<i>To consider: approval of the design of sticker for the dog waste bag dispensers.</i>	

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2122 53	Removal of sharps bin and bike lockers from Holmfirth centre	8.35pm
	<p>Holme Valley Parish Council officers have been liaising with various departments at Kirklees Council regarding the removal of a sharps bin cemented into the pavement near Holmfirth Public Toilets and the two vandalised bike lockers in the car park adjacent to the lockers. Both are unsightly, attract anti-social behaviour and are of no practical use. Whilst some consideration has been given to moving the bike lockers to a more suitable position there is no evidence that they are used at all for that purpose and removal is accepted as a better option.</p> <p>In September a number of formal queries were raised by the Clerk with the Highways, Waste Recycling, Infrastructure and Regeneration departments with 6 different Kirklees officers. The result of this is that the sharps bin is currently considered to be a Highways issue as the bin is cemented into the pavement. There has been no clear steer given as to which department to liaise with regarding the removal of the bike lockers.</p> <p>Several councillors have received ongoing correspondence regarding these eyesores.</p> <p>Clerk to report.</p>	
	To note: progress to date with regards to the removal of the sharps bin and bike lockers in Holmfirth centre.	
2122 54	To receive meeting notes regarding the <i>Holme Valley Youth Offer</i>	8.40pm
	The meetings notes from 23 September 2021 (attended by Cllr Carré) (S i) and 18 November 2021 (S ii) include updates on a number of youth engagement initiatives.	
	To note: reports received regarding the <i>Holme Valley Youth Offer</i>.	
	CORRESPONDENCE	
2122 55	Addition of a name to a war memorial	8.45pm
	<p>The Deputy Clerk received correspondence from a member of the public requesting that Holme Valley Parish Council arrange for the inclusion of an additional name on the world War 2 Memorial in the grounds of Holme Valley Memorial Hospital. See email chain (T) for details. Authorisation is needed so that arrangements can be made to have the name added to the War Memorial as suggested.</p> <p>As there are no monies in Budget line 4750 War Memorial and no Earmarked Reserve members are asked to consider recommending to Full Council on 28 March that monies are made available from General Reserves to facilitate this addition of a name.</p>	
	To consider: recommending to Full Council on 28 March that steps are taken to add the name to the War Memorial at Holme Valley Memorial Hospital with funding to be made available from General Reserves.	
2122 56	The relocation of the artwork and seating from the Market Hall Bus Shelter	8.48pm
	The initial works to remove the bus shelter adjacent to the Market Hall were due to begin	

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	in early 2022 but are yet to proceed. There is agreement to remove and, if necessary, store the artwork and seating when the works begin. The Parish Council is awaiting an update as to whether the artwork and seating can be incorporated into the new market area development. Resolution 2122 26 to seek public feedback through social media and the HVPC website about where the seating might be situated is yet to be implemented.	
	To note: update on progress regarding the relocation of the artwork and seating from the Market Hall shelter.	
2122 57	To consider correspondence of a resident regarding litter	8.50pm
	A local resident has emailed via a former councillor to complain about litter in the centre of Holmfirth (U). An initial response has been sent pending this meeting.	
	To note: correspondence regarding litter in Holmfirth Centre.	
2122 58	Items for Publicity	8.53pm
	Members are invited to suggest items for publicity arising from the current work of the Service Provision Committee.	
	To note: suggestions for aspects of the work of the Service Provision Committee to publicise further.	
	Close of meeting	8.55pm

Jen McIntosh

Clerk to the Council

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**MINUTES OF THE SERVICE PROVISION COMMITTEE
HELD ON MONDAY 20TH SEPTEMBER 2021 at 7pm
(in person at Exhibition Room, Holmfirth Civic Hall)**

Those present:

Chairman: Cllr Sean East

Vice-Chairman: Cllr Duggs Carré

Councillors: Cllr Mary Blacka, Cllr Tom Dixon

Officers: Mrs Jen McIntosh (Clerk)

Public Open Session

There was one member of the public present representing the Holmfirth Christmas Team, supporting grant application for item 2122 24. It was explained that last year the Holmfirth Christmas Team had drawn on reserves to fund lights.

Resolved: to bring forward **item 2122 24** to follow **item 2122 17** from the agenda.

2122 12 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014

Noted: the meeting was being recorded in video format by the Clerk and that this would be uploaded to the Parish Council's YouTube channel. There were no other requests for recording.

2122 13 To receive apologies and approve reasons for absence

Cllr Firth was absent.

Approved: apologies and reasons for absence for Cllr Pogson and Cllr Brook.

2122 14 To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

Noted: Cllr East declared a personal interest in item 2122 19 as a member of *Friends of Honley Library*.

2122 15 To consider written requests for new DPI dispensations

Noted: no requests were forthcoming.

2122 16 To consider whether items on the agenda should be discussed in private session

Approved: item 2122 19 would be heard in private session.

2122 17 To confirm the Minutes of the previous Committee meeting

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Noted: the minutes of the previous meeting of the **SERVICE PROVISION COMMITTEE** held on 19 April 2021 numbered 2122 01 – 2122 11 inclusive were **noted**, having been **approved** at **FULL COUNCIL** 12 July 2021.

2122 24 To consider Holmfirth grant application Christmas trees/lighting provision

This item was brought forward.

Noted: the Holmfirth Christmas Team were to be thanked for doing an excellent job, with the lighting display getting better year on year.

Approved: the grant request for £700 towards additional lights and plug installation for river area and fire station and £300 towards replacement lights for any with damaged wires totalling £1000.

(The member of the public left the meeting at the conclusion of this item)

2122 18 To receive and note report on Holmfirth Civic Hall Community Trust

The thoroughness and usefulness of the report was commended – ongoing reports both written and in person if appropriate would be welcomed. It was commented that the Civic team are doing an incredible job. Members would like further information about the generous donation of £55000 from League of Friends Holmfirth Memorial Hospital.

Resolved: through the Clerk to apologise to *Holmfirth Civic Hall Community Trust* for just lately informing it that Cllr Colling is now a trustee in place of Cllr K Bellamy from the Parish Council.

Resolved: to publicise and commend the evening event at the Civic on Thursday 14th October 2021 to councillors and more widely.

2122 19 To note the current progress of the asset transfer of Honley Library

This item was heard in private session.

Approved: the Clerk to write to Kirklees Council stating the Committee's resolution to:

- make no decision or recommendation regarding the TUPE-ing of staff;
- make no decision or recommendation regarding purchasing Kirklees Council's cleaning services post-asset transfer;
- encourage Kirklees Council to engage with any of its staff potentially affected by the proposed asset transfer;
- encourage Kirklees Council to resolve the issue with a view to completing the asset transfer by the end of 2021.

Resolved: the Clerk to copy into the above letter the 3 ward councillors and key Kirklees Cabinet members.

2122 20 To note update regarding HVPC assets: Holmfirth Public Toilets, benches, bus shelters and adopted phone boxes

Noted: the drawing up of the tendering process documentation is ongoing.

Noted: an application for the adoption of Wooldale phone box is in progress.

Noted: the insurance claim for the damaged bus shelter needs to be chased up so that the repairs can be made before Winter.

Noted: the wall at Holme allotments has been repaired.

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Noted: 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**.

Resolved: that an update be provided for the next meeting regarding donations made towards the upkeep of the public toilets and any issues regarding the upkeep of the toilets.

2122 21 To note update regarding the dog waste strategy

Noted: that discussions regarding the design of the stickers to go on the dog waste bag dispensers will shortly resume.

2122 22 To receive meeting notes of 10th June 2021 and 26th August regarding the *Holme Valley Youth Offer*

Noted: the range of youth engagement initiatives currently on offer in the Holme Valley - the proactive coordination of these was praised.

Noted: the Committee was very pleased to receive the notes of the meetings and will seek ways to engage with and publicise the initiatives.

Noted: to communicate through the *Holme Valley Youth Offer* meetings that the **SERVICE PROVISION COMMITTEE** has a budget stream currently totalling £8k to fund youth initiatives and is proactively seeking suitable grant applications of this nature to support.

Resolved: to raise a query as to whether the *Hepworth Playgroup Expression of Interest* regarding the grant funding of a play area should be dealt with by the **SERVICE PROVISION COMMITTEE** or by the **FINANCE AND MANAGEMENT COMMITTEE**.

Approved: to increase Councillor attendance at *Holme Valley Youth Offer* meetings. Councillors interested in linking up with youth provision and hoping to attend future meetings of *Holme Valley Youth Offer* are Cllr Lockley and Cllr Carré.

Approved: to congratulate Kirklees Council on the work done to improve some recreational spaces including those at Cinderhills and Sycamore (off New Mill Road).

2122 23 To consider Service Provision budgets for 2021-22 and 2022-23

The Committee considered actual and expected spending for 2021/22, potential revisions to the spending allocation to Service Provision for 2022/23 and the need for earmarked reserves to take into account any necessary future-proofing of Holmfirth Civic and Honley Library.

Noted: the earmarked reserves for those budget streams delegated to the **SERVICE PROVISION COMMITTEE** are deemed appropriate.

Resolved: to request more information about the spending plans of Holmfirth Civic and Honley Library for the next meeting to inform discussions around budget.

Resolved: to encourage further expressions of interest for grants/earmarked funds to be made to the **FINANCE AND MANAGEMENT COMMITTEE** responding to the findings of any energy usage reports connected to Holmfirth Civic and Honley Library.

Approved: to recommend to the **FINANCE AND MANAGEMENT COMMITTEE** that like-for-like budget allocations for 2022-23 are made for each funding stream delegated to **SERVICE PROVISION COMMITTEE** as in 2021-22.

2122 25 To receive and consider the working party review of CCTV

Received: *Review of CCTV Provision in Holmfirth* arising from a meeting of the **Noted:** communications since June indicate that there is no community or business organisation putting

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itself forward as yet to manage any CCTV provision in Holmfirth.

Resolved: to keep budget stream to provide new CCTV and seek engagement with the business community to manage this.

2122 26 To consider the relocation of the artwork and seating from the Market Hall Bus Shelter

Approved: contact to be made with Kirklees officer asking if the artwork, metalwork and seating can be incorporated into the Kirklees scheme for the redevelopment of the Market Hall area.

Resolved: to seek public feedback through social media and the HVPC website about where the seating might be situated.

2122 27 To consider correspondence of 14 June 2021 from a Holmbridge resident concerned with anti-social behaviour

Approved: to write formally to resident in response to email, incorporating points made in the informal response and encouraging the resident to contact the Police regarding any unlawful behaviour.

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

Approved: to write formally to resident in response to email, incorporating points made in the informal response and adding that Kirklees have now erected signs to alert the public to the problem of rats to deter leaving of food.

2122 29 To consider the *Holme Valley Parish Council- Strategic Priorities: Service Provision Committee responsibilities, arising from NDP commitments + the Climate Emergency Action Plan*

(The video recording was interrupted during this item at 8.57pm and resumption was unsuccessful)

Resolved: to revisit the priorities once the *Neighbourhood Development Plan* has been finalised and identify quick wins to focus on.

Meeting closed at 9.01pm.

Signed:

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Chairman

Budget 2021-22

Service Provision Income and Expenditure YTD



CODE	DESCRIPTION	Starting Budget	Revised Budget	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total	Remaining		
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	76.71%	£5,500	£5,500	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£345.56	£0.00	£2,873.32	£0.00	£4,218.88	£1,281.12	4705	
4710	New Mill - Churchyard	82.97%	£800	£800	£0.00	£0.00	£331.87	£0.00	£0.00	£331.87	£0.00	£0.00	£0.00	£0.00	£0.00	£663.74	£136.26	4710	
4720	Dog Waste	106.35%	£1,000	£1,000	£0.00	£0.00	£165.50	£0.00	£448.00	£0.00	£0.00	£0.00	£0.00	£450.00	£0.00	£1,063.50	£-63.50	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	£1,000.00	4725	
4730	Minibus	69.95%	£25,000	£25,000	£0.00	£0.00	£0.00	£0.00	£9,729.00	£1,908.00	£0.00	£0.00	£3,879.00	£1,971.00	£0.00	£17,487.00	£7,513.00	4730	
4735	Phone Boxes	26.63%	£400	£400	£42.10	£29.50	£0.00	£0.00	£34.90	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£106.50	£293.50	4735	
4740	Seats & Shelters-Maintenance	89.93%	£13,000	£13,000	£606.40	£1,412.52	£1,047.51	£1,052.60	£1,283.92	£1,233.02	£1,283.38	£756.00	£1,240.46	£675.56	£1,100.00	£0.00	£11,691.37	£1,308.63	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	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	£8,000.00	4755	
	Total Service Provision	64.41%	£54,700	£54,700	£648.50	£1,442.02	£1,544.88	£1,052.60	£1,283.92	£11,444.92	£3,523.25	£1,756.00	£1,586.02	£4,554.56	£6,394.32	£0.00	£35,230.99	£19,469.01	

Budget 2021-22

Service Provision Income and Expenditure Forecast



CODE	DESCRIPTION	Starting Budget	Revised Budget	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total	Remaining		
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	76.71%	£5,500	£5,500	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£345.56	£0.00	£2,873.32	£0.00	£4,218.88	£1,281.12	4705	
4710	New Mill - Churchyard	82.97%	£800	£800	£0.00	£0.00	£331.87	£0.00	£0.00	£331.87	£0.00	£0.00	£0.00	£0.00	£0.00	£663.74	£136.26	4710	
4720	Dog Waste	106.35%	£1,000	£1,000	£0.00	£0.00	£165.50	£0.00	£448.00	£0.00	£0.00	£0.00	£0.00	£450.00	£0.00	£1,063.50	-£63.50	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	£1,000.00	4725
4730	Minibus	93.35%	£25,000	£25,000	£0.00	£0.00	£0.00	£0.00	£9,729.00	£1,908.00	£0.00	£0.00	£3,879.00	£1,971.00	£5,850.00	£23,337.00	£1,663.00	4730	
4735	Phone Boxes	26.63%	£400	£400	£42.10	£29.50	£0.00	£0.00	£34.90	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£106.50	£293.50	4735	
4740	Seats & Shelters-Maintenance	95.13%	£13,000	£13,000	£606.40	£1,412.52	£1,047.51	£1,052.60	£1,283.92	£1,233.02	£1,283.38	£756.00	£1,240.46	£675.56	£1,100.00	£675.56	£12,366.93	£633.07	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	4750
4755	Youth Facilities	100.00%	£8,000	£8,000	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£8,000.00	£0.00	£8,000.00	£0.00	4755	
	Total Service Provision	90.96%	£54,700	£54,700	£648.50	£1,442.02	£1,544.88	£1,052.60	£1,283.92	£11,444.92	£3,523.25	£1,756.00	£1,586.02	£4,554.56	£14,394.32	£6,525.56	£49,756.55	£4,943.45	

Authorisations for Regular Expenditure – Council Year 2022-23

The Committee to please authorise this regular expenditure for the year ahead so that Officers can order work/goods/services as relevant:

Code	Budget	Authorisation Requested	Frequency
4705	Christmas Provision	Officers to be authorised to order Christmas trees from Kirklees Council up to a maximum amount of £3,000 per invoice, not to exceed the total £5,500 annual Christmas Provision budget	Normally two separate orders per year
4710	New Mill Churchyard	Officers to be authorised to order work and attendant supplies up to £800/a on the Churchyard	Normally a couple of visits per year in the summer months
4720	Dog Waste	Officers to be authorised to order dispensers and supplies and work thereon up to £1000/a on the Dog Waste Strategy	Normally a few orders for poo bags each year, plus potentially ad hoc orders for replacement dispensers, works etc
4730	Minibus	Officers to be authorised to commission expenditure on this service of up to £2000 per month with a total annual expenditure not to exceed the budget available, - £25,000	Ongoing, regular, contracted service
4735	Phone Boxes	Officers to be authorised to order work and attendant supplies up to £400/a on the adopted and re-purposed phone boxes	Normally a couple of visits per year to fix damage, re-paint and so on ordered as needed
4740	Seats and Shelters	Officers to be authorised to order work and attendant supplies up to £2000 per month on Seats & Shelters with a total expenditure not exceeding the budget available, - £13,000/a	Ongoing, regular, contracted maintenance work

Notes:

- Officers do themselves have the authority to authorise these items (in consultation with the Committee Chair) but it is helpful to have the approval from Committee from the start of the year
- Authorisation of expenditure means authorisation to order work/goods/services via a purchase order or contract. It is not the same as authorisation of payment which is the exchange of money. The former is the responsibility of the Committee; the latter is the responsibility of Council or the Finance and Management Committee.
- Any expenditure outside of those described above needs to be authorised separately by the Committee.

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
Kirklees Youth Alliance CIO
Contact person for this application:
[REDACTED]
Position e.g. Chair, Secretary, Treasurer:
Programme Manager
Correspondence address:
Brian Jackson House, 2 New North Parade, Huddersfield, HD1 5JP
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 tick](#)

Community Events or Projects

What will your grant pay for? Open-access Junior and Senior youth clubs at the Phoenix Centre, Dunford Road, Holmfirth (term-time on Tuesdays & Thursdays).

ABOUT YOUR GROUP

<p>What type of group are you?</p>	<ul style="list-style-type: none"> • Unregistered community group • Registered charity • Other (please state):
<p>Charity registration no. (if applicable)</p>	<p>1191927</p>
<p>When did the group start?</p>	<p>As a project, KYA began in September 2017. A Development Manager came to post in May 2018 (me!) and in October 2020 we registered as a charity.</p>
<p>Do you have a constitution or a set of governing rules?</p>	<p>Yes / No <i>If yes, please provide copy with this application</i> <i>If no, please explain your management structure on a separate sheet.</i></p>
<p>What area does your group cover? <i>The Council can only fund grants to groups which directly benefit residents of the Holme Valley</i></p>	<p>The whole of Kirklees</p>
<p>Describe the people you <u>mainly</u> work with:</p>	<ul style="list-style-type: none"> • Children under 16 (actually 8-17) • Young people under 25 • Older people over 60 • People with disabilities • People of minority ethnic origin • Other groups (please state):
<p>How many people are involved in running your group?</p>	<p>Paid staff : 3 full time staff, 4 current contractors (self-employed qualified youth workers)</p> <p>Volunteers, including Committee members: 8 trustees, 1 volunteer financial advisor, 6 volunteers and 3 university placement students</p>

FINANCES	
Financial year	Please note, as we became a charity in Oct 2020 we chose to have our first set of accounts produced to cover the period Oct 2020 – March 2022. I will give figures below for April 2021 - present
Income	£189,068 plus £85,525 carried forward from 2020-21
Expenditure	£196,753 (to 17 January 2022)
Reserves	Around £2k at year end in our unrestricted budget head
Please describe your current financial reserves and account for expected expenditure from these.	Current reserves in our unrestricted budget are £21k but we have commitments for around £19k hence why I put the reserves figure for the year end at £2k above.
Has the group previously received a grant from the Parish Council?	Yes / No <i>If 'Yes' please give the date and brief details of any grants received in the last five years.</i>

YOUR PROJECT			
How much money are you requesting from the Parish Council?		£5,000 (the maximum)	
Project start date:	After Spring half term i.e. 7 June 2022	Project end date:	Up to October half term 2022
<p>Please describe what you want to do with the money. Use no more than 500 words. Please answer the following questions in your answer:</p> <p>We would love to continue our popular Phoenix Centre youth clubs. Current Funding runs out at the end of May.</p> <ul style="list-style-type: none"> Who will benefit from this project? <p>Families in Holmfirth and surrounding villages. The junior youth club is for 8-11 year olds</p>			

and the senior club is for 12-17 year olds. We are as inclusive as possible so the clubs will have a range of children attending including those with additional needs, those from BAME communities and young people identifying as LGBT+.

- How do you know there is a need for this project?

Health colleagues have evidence of increasing presentations of mental health issues amongst children at GPs and specialist agencies like CAMHS.

Schools struggle with engagement, attitude and behaviour of students.

Families are always telling Kirklees School Hub Co-ordinators that they want activities for their children and young people outside of school.

- Are you working in partnership with other groups?

Yes, we have a large informal Holme Valley Youth Partnership which includes Council colleagues from Community Plus, Community Safety, Third Sector Team, Early Support, Northorpe Hall Mental Health Education link workers, local elected members and Parish Councillors and other youth organisations e.g. Café 100 and Honley Youth.

HTAFC Foundation are going to start supporting our junior youth club with sports and we are intending on working with Project Communities for the senior night (included in this bid).

We ensure we work in an integrated way with other youth providers e.g. Café 100 runs sessions on Wednesday and Friday which is why we run these sessions on Tuesday and Thursday.

- How many people are involved in your activities each year?

We started running the Phoenix Youth Clubs in September. There were around 10- 15 attendances at each session which has jumped to around 30 after the Christmas break (We currently have 31 registered children and are awaiting 12 Registration Forms to come back next week). We are due to get HTAFC involved in the second week of February and don't want to do any additional promotion until that's confirmed as 30 is manageable for the current staff and volunteer team.

As soon as sports coaching is in place and we make use of the sports hall downstairs we should be seeing 60-80 children and young people per week.

Over the course of a year at the two youth clubs, I'd expect there to be around 100 individual registrations.

- How will you know that the project is a success?

We already know that the youth clubs are a success as we are now seeing the same children and young people coming back every week; their parents also make verbal comments and leave positive messages on the closed Facebook Group that we've set up (Holme Valley Youth).

Our key outcomes are around:

- Better mental health in children and young people (CHYP)
- Increased physical activity of CHYP
- CHYP trying new activities
- CHYP learning new things (including life skills)
- CHYP making new friends (reduced loneliness and isolation)
- CHYP influencing decision making and learning to become active citizens.

Once relationships are established with the youth workers and sports coaches we will introduce an outcomes framework. We will involve CHYP in the design of this but it will be something like the “Outcome Star” model which measures the “distance travelled” by young people.

We are all about young people’s social, personal and educational development.

PROJECT BUDGET		
Item	Total cost per week (for two sessions)	Requested from the Parish Council
	£	£
Room Hire (Social space & sports Hall) For 2 hours X 2 evenings a week	£112.00	
Staffing costs 2 youth workers @£17.50 per hour each X 2 evenings a week plus planning time & paperwork (incident forms, social media, monitoring returns, attending 4 weekly supervision) 1 X sports coach @£25 per hour evenings a week (HTAFC providing a coach for the other session at no cost to us)	£253.75 £50.00	
Volunteer expenses	£5	
Sundries (refreshments, baking ingredients, art supplies)	£10	
KYA admin & management fee (monitoring, safeguarding, supervision) for two sessions	£30	
TOTALS (minus entrance fees of £40-80 per week dependent on attendance)	£460.75 £420 per week required so £5k will fund 12 weeks.	£

OTHER FUNDING

Has the group applied elsewhere for other grants to fund this project?

Yes / No

If yes, please give details below. Include date of application, amount requested and the outcome (if known).

Other sources of funding for this project, e.g. donations, reserves, fund raising. Please list, with amounts.

We are going to start charging £1 entry for the youth club per session to generate funds (we will ensure that any child or young person who cannot afford this will still be able to access the club). This should generate £40-80 per week depending on attendance numbers. We will also promote our fundraising platform to parents as our relationship develops.

BANK ACCOUNT DETAILS

Account name

Kirklees Youth Alliance CIO

Sort code

[REDACTED]

Account number

[REDACTED]

Declaration

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

- 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: Susan Greenwood

Signature: signed page 6 scanned and attached

Date: 26/1/22

Name of Organisation	
CHECKLIST	
Please enclose the following with your application	
	Please Tick
Signed application form, with every question answered	Yes
Have you addressed sustainability issues? See the criteria on the council website (section 1.8).	Yes
Last three years audited annual accounts (if available)	N/A
Constitution or set of rules (if not applicable please state so)	Yes
Copy of bank statements for past six months	Yes
Copies of written estimates/quotations for capital purchases?	N/A
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 ?	The plan is outlined above
If possible, please email a copy of the grant application to the Clerk (clerk@holmevalleyparishcouncil.gov.uk). With the Application in WORD not PDF.	Yes
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



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	Honley Youth (part of Honley Village Trust)
Contact person for this application:	[REDACTED]
Position e.g. Chair, Secretary, Treasurer:	Trustee for HVCT and Treasurer for Honley Youth
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? Group Training Sessions for 11-13 and 14-17 yr olds

ABOUT YOUR GROUP	
What type of group are you?	<ul style="list-style-type: none"> • Unregistered community group • Registered charity • Other (please state): Registered Charity
Charity registration no. (if applicable)	1195759
When did the group start?	Honley Village Trust for 27 years. Honley Youth was established in 2020
Do you have a constitution or a set of governing rules?	Yes <i>If yes, please provide copy with this application</i> <i>If no, please explain your management structure on a separate sheet.</i>
What area does your group cover? <i>The Council can only fund grants to groups which directly benefit residents of the Holme Valley</i>	Honley and its surrounding areas
Describe the people you <u>mainly</u> work with:	<ul style="list-style-type: none"> • Children under 16 • Young people under 25 • Older people over 60 • People with disabilities • People of minority ethnic origin • Other groups (please state): <p>Honley Youth is primarily targeted at young people 11-17 yrs</p>
How many people are involved in running your group?	Paid staff: One
	Volunteers, including Committee members: 100+

FINANCES	
Financial year	y/e Dec 2020
Income	£12,228
Expenditure	£25,464
Reserves	£30,520**
Please describe your current financial reserves and account for expected expenditure from these.	**These reserves are ring fenced in a separate account as a contingency for emergency property, and/or dam repairs or necessary associated capital investment
Has the group previously received a grant from the Parish Council?	<p>Yes / No</p> <p><i>If 'Yes' please give the date and brief details of any grants received in the last five years.</i></p> <p>a) 2021: Village Hall Roof. £5,000 towards repairing Honley Village Hall roof.</p> <p>b) 2020: Honley Youth Project. £4,000 towards supporting Youth project in Honley.</p> <p>c) 2019: Honley Remembers WW1 Peace Centenary Project: £1000 grant towards purchase of Information Board, plus Purchase by HVPC of Commemorative seat bench for Honley Park</p> <p>d) 2017: £1000 grant towards Village Hall refurbishments.</p>

YOUR PROJECT			
How much money are you requesting from the Parish Council?		£4,850	
Project start date:	1st March 2022	Project end date:	28th Feb 2023
<p>Please describe what you want to do with the money. Use no more than 500 words. Please answer the following questions in your answer:</p> <ul style="list-style-type: none"> • Who will benefit from this project? • How do you know there is a need for this project? • Are you working in partnership with other groups? • How many people are involved in your activities each year? • How will you know that the project is a success? <p>What we want to do? We want to offer exercise sessions, to provide an opportunity to build strength and aerobic capacity, help mental health and allow young people a chance to let go of steam, The sessions would be once per week for each group 11-13 and 14-17 year olds, of 90 minutes duration (15/class), They will be run by a Professional Local Trainer, thereby keeping employment locally based, whilst helping</p>			

provide young people with continuity of trainer relationship.

Location: Honley Village Hall, to offer a warm, dry environment, but also a quiet, safe place where individual young people can also have quiet time if needed with our Youth Leader.

Beneficiaries: Young people 11-13 and 14-17 and their parents. Currently we have 45 young people attending weekly outdoor skate sessions in Jagger Lane Rec, with a waiting list of 15 x12 year olds. Parents/Young people have asked for further activity-based classes (possibly a need following % time spent at home during covid).

Current Partnerships and people involved in activities each year: Sessions are reaching around 2000 pa, and many of their parents. We work in partnership with The Base (Drug and alcohol service), Honley High school, Honley's other youth groups, Eden Forest, River Holme Connections, Kirklees Youth Alliance, etc.

How will you know that the project is a success: Since the start of Honley Youth the cases of anti-social behaviour throughout Honley has dropped dramatically, our young people are feeling valued and appreciate the work/effort that is being put in to help them. A large proportion of the young people attending would not be able to access the offering due to lack of funding available from home. The numbers in attendance each week will show the success of the project

PROJECT BUDGET

Item	Total cost	Requested from the Parish Council
Training time (professional trainer)	£6,400	£4,850
Selection of variable weight dumb bells	£470	0
Kettle bell sets	£400	0
Snacks for sessions	£1,000	0
TOTALS	£8,270	£4,850

OTHER FUNDING

Has the group applied elsewhere for other grants to fund this project?

Yes / No.

NO

If yes, please give details below. Include date of application, amount requested and the outcome (if known).

Other sources of funding for this project, e.g. donations, reserves, fund raising. Please list, with amounts.

£470 for Weights/dumb bells: Local requests for equipment to encourage re-use of equipment plus FoH donation
£400 for Kettle bell sets: Local requests plus FoH donation
£1,000 for water/snacks: Support from Co-Op via weekly donations

BANK ACCOUNT DETAILS

Account name

Sort code

Account number

Declaration

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

- 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:

Signature

Date: 29 January 2022

Honley Youth

Name of Organisation	
CHECKLIST	
Please enclose the following with your application	
	Please Tick
Signed application form, with every question answered	yes
Have you addressed sustainability issues? See the criteria on the council website (section 1.8).	Grant application is for training time although we will look to reuse local equipment where possible.
Last three years audited annual accounts (if available)	yes
Constitution or set of rules (if not applicable please state so)	yes
Copy of bank statements for past six months	yes
Copies of written estimates/quotations for capital purchases?	n/a
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

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	Borough of Kirklees BOK Artistic Swimming Club
Contact person for this application:	[REDACTED]
Position e.g. Chair, Secretary, Treasurer:	Club Secretary
Correspondence address:	76a Station Road, Holmfirth, HD9 1AE
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? A new music system for use by the club at Holmfirth Pool

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?	1982
Do you have a constitution or a set of governing rules?	<p>Yes / No <i>If yes, please provide copy with this application</i> <i>If no, please explain your management structure on a separate sheet.</i></p>
What area does your group cover? <i>The Council can only fund grants to groups which directly benefit residents of the Holme Valley</i>	Our membership covers the wider Kirklees area with a number of girls and committee members from the Holme Valley as our main training location is Holmfirth Pool and Leisure Centre
Describe the people you <u>mainly</u> work with:	<ul style="list-style-type: none"> • Children under 16
How many people are involved in running your group?	Paid staff: 0
	Volunteers, including Committee members: 12

FINANCES	
Financial year	01 Jan – 31 Dec 2021
Income	£7639.63
Expenditure	£8792.61
Reserves	£4899.61
Please describe your current financial reserves and account for expected expenditure from these.	<p>The club retains a hardship fund based on 2 swimmers for 12 months equating to c. £1,000 to include subscriptions and competition fees</p> <p>The club retains a cash reserve of £1,650 to cover potential termination costs for cancelling the pool hire annual contracts.</p> <p>The club retains the remainder of cash to cover anticipated excess costs (above membership feed) in 2022, which is likely to be greater than that in 2021 which was limited by the suspension of pool hire and associated costs.</p> <p>Recruitment of new members has commenced to bolster numbers through the year so that revenue from fees covers costs from 2023.</p>
Has the group previously received a grant from the Parish Council?	<p>Yes / No</p> <p><i>If 'Yes' please give the date and brief details of any grants received in the last five years.</i></p>

YOUR PROJECT			
How much money are you requesting from the Parish Council?		£700	
Project start date:	01/03/2022	Project end date:	01/05/2022
<p>Please describe what you want to do with the money. Use no more than 500 words. Please answer the following questions in your answer:</p> <ul style="list-style-type: none"> • Who will benefit from this project? • How do you know there is a need for this project? 			

- Are you working in partnership with other groups?
- How many people are involved in your activities each year?
- How will you know that the project is a success?

We wish to purchase a new music system to allow the squad to train more effectively for competitions and also to put on a spring showcase show to encourage new members to join our Intro to Synchro courses. We provide free taster sessions to those who wish to try the sport as a way to encourage more children to stay active by taking part in this creative and athletic sport. We currently are not able to use the club reserves to invest in the new music system as over the pandemic our numbers have reduced because of the restrictions in training so we are currently having to subsidise pool fees from the clubs reserves so that the increased costs are not passed onto the current members.

We are really hopeful that by having a music system which allows us to put on our showcase will attract more children to try the sport so that we can grow our clubs numbers particularly in the Holme Valley where we train.


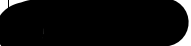

There is a need for this because activity levels in children are low, particularly young girls, providing a good range of options for children to take part in sporting activities is vital for their physical and mental health.

Now KAL are not running their Aquafun Synchronised swimming sessions, the options for swimmers to continue their swimming journey in the Holme Valley and surrounding areas it is limited to "KAL Performance Squads" BOK Artistic Swimming Club gives an alternative opportunity for Boys and Girls to continue developing swimming skills whilst engaging in a creative and athletic team sport.

Currently our club levels have dropped to 12 active swimmers, we would hope that through the showcase and other community engagement made possible by the sound system we could grow our numbers back to over 20 which is where we were pre-pandemic. This is how we will measure the success by enabling our current swimmers to compete and showcase their talents and growing the club to enable more children to benefit from the physical and mental wellbeing offered by engaging in team sports.

PROJECT BUDGET		
Item	Total cost	Requested from the Parish Council
Underwater PA and Speaker system	£1200 (Including delivery)	£700
TOTALS	£1200	£700

OTHER FUNDING
<p>Has the group applied elsewhere for other grants to fund this project?</p> <p>Yes/ No</p> <p><i>If yes, please give details below. Include date of application, amount requested and the outcome (if known).</i></p>
<p>Other sources of funding for this project, e.g. donations, reserves, fund raising. Please list, with amounts.</p> <p>£500 fundraising target from team activities</p>

BANK ACCOUNT DETAILS	
Account name	 <i>(Please note our name changed to BOK Artistic Swimming when Swim England rebranded Synchronised Swimming)</i>
Sort code	
Account number	

Declaration

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

- 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] **Club Secretary**

Signature: [REDACTED]

Date: 29/01/2022

Name of Organisation – BOK Artistic Swimming Club	
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)	
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 ?	NA
If possible, please email a copy of the grant application to the Clerk (clerk@holmevalleyparishcouncil.gov.uk). With the Application in WORD not PDF.	x
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



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
Project Communities CIC
Contact person for this application:
[REDACTED]
Position e.g. Chair, Secretary, Treasurer:
Director
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 Yes

Community Events or Projects

What will your grant pay for?	
ABOUT YOUR GROUP	
What type of group are you?	<ul style="list-style-type: none"> • Unregistered community group • Registered charity • Other (please state): CIC
Charity registration no. (if applicable)	n/a
When did the group start?	April 2020
Do you have a constitution or a set of governing rules?	<p>Yes / No</p> <p><i>If yes, please provide copy with this application</i></p> <p><i>If no, please explain your management structure on a separate sheet.</i></p>
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
Describe the people you mainly work with:	Children under 16
How many people are involved in running your group?	Paid staff: 6
	Volunteers, including Committee members: 10

FINANCES	
Financial year	20/21
Income	£ 56,151
Expenditure	£ 35,216
Reserves	£ 15,218
Please describe your current financial reserves and account for expected expenditure from these.	Will go into paying for equipment and venue hire.
Has the group previously received a grant from the Parish Council?	No <i>If 'Yes' please give the date and brief details of any grants received in the last five years.</i>

YOUR PROJECT			
How much money are you requesting from the Parish Council?		£1986.50	
Project start date:	1sr March 2022	Project end date:	26th July 2022
<p>Please describe what you want to do with the money. Use no more than 500 words. Please answer the following questions in your answer:</p> <ul style="list-style-type: none"> Who will benefit from this project? Girls under 16 living in the Holme Valley area. How do you know there is a need for this project? With our continuous work across schools in the Holme Valley we know that activity rate and participation in sport for girls reduces due to the lack of opportunity. Speaking with the children directly and to parents with know these sessions will be well attended. 			

- Are you working in partnership with other groups?

No, but we work closely with Kirklees Council

- How many people are involved in your activities each year?

1000s

- How will you know that the project is a success?

By the number of attendees per week.

The group will be sustainable by each child paying £2.00 a session which will pay overhead costs to keep the sessions running.

The sessions will run in Holmfirth on a weekly basis for 1 hour.

We will have places for 25 children per week.

--

PROJECT BUDGET		
Item	Total cost	Requested from the Parish Council
Coaches expenses	£1840.00	£1380.00
Hire of venue	£713.00	£356.50
Equipment	£500.00	£250.00
Marketing	£350.00	£0.00
Admin	£250.00	£0.00
TOTALS	£4153.00	£1986.50

OTHER FUNDING
<p>Has the group applied elsewhere for other grants to fund this project?</p>

No

If yes, please give details below. Include date of application, amount requested and the outcome (if known).

Other sources of funding for this project, e.g. donations, reserves, fund raising. Please list, with amounts.

Business reserves.

BANK ACCOUNT DETAILS

Account name

Sort code

Account number

Declaration

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

- 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: 31/1/22

Name of Organisation	
CHECKLIST	
Please enclose the following with your application	
	Please Tick
Signed application form, with every question answered	Yes
Have you addressed sustainability issues? See the criteria on the council website (section 1.8).	Yes
Last three years audited annual accounts (if available)	N/A
Constitution or set of rules (if not applicable please state so)	Yes
Copy of bank statements for past six months	Yes
Copies of written estimates/quotations for capital purchases?	

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

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
Friends of Honley Junior Infant and Nursery School
Contact person for this application:
[REDACTED]
Position e.g. Chair, Secretary, Treasurer:
Chair
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? Travel costs

ABOUT YOUR GROUP	
What type of group are you?	<ul style="list-style-type: none"> • Unregistered community group • Registered charity • Other (please state):
Charity registration no. (if applicable)	1175936
When did the group start?	Sept 2017
Do you have a constitution or a set of governing rules?	Yes / No <i>If yes, please provide copy with this application</i> <i>If no, please explain your management structure on a separate sheet.</i>
What area does your group cover? <i>The Council can only fund grants to groups which directly benefit residents of the Holme Valley</i>	Honley
Describe the people you <u>mainly</u> work with:	<ul style="list-style-type: none"> • Children under 16 • Young people under 25 • Older people over 60 • People with disabilities • People of minority ethnic origin • Other groups (please state):
How many people are involved in running your group?	Paid staff:0
	Volunteers, including Committee members:15

FINANCES	
Financial year	2020-2021
Income	£3808.13
Expenditure	£2605.66
Reserves	£8703
Please describe your current financial reserves and account for expected expenditure from these.	The reserves as above are £1000 working capital with £6500 already allocated to school outside area update and coaches for Robinwood £1100.
Has the group previously received a grant from the Parish Council?	Yes / No <i>If 'Yes' please give the date and brief details of any grants received in the last five years.</i>

YOUR PROJECT			
How much money are you requesting from the Parish Council?		£ 2000	
Project start date:	1/2/2022	Project end date:	31/08/2022
<p>Please describe what you want to do with the money. Use no more than 500 words. Please answer the following questions in your answer:</p> <ul style="list-style-type: none"> • Who will benefit from this project? • How do you know there is a need for this project? • Are you working in partnership with other groups? • How many people are involved in your activities each year? • How will you know that the project is a success? <p>As the PTA equivalent for Honley Junior, Infant and Nursery School we are committed to raising funds to improve the everyday experience of all 500 pupils and ensure that as many pupils as possible, are able to benefit from trips and other extra-curricular activities. We also aim to improve the life of the school community by running fun fundraising events where pupils, staff and parents can come together for the good of the school. Before the pandemic we were able to pay for the transport costs of school trips allowing the cost to be reduced to allow all pupils to participate. In 2018-19 we contributed almost £6500 to these costs. Unfortunately, over the past 2 years our ability to run events has been greatly reduced and now that things are returning to normal we</p>			

find that our funds are not sufficient to be able to offer the coach funding that is now being requested. With the grant we would hope to be able to offer at least half the transport costs for the current school year and thereby offer as many pupils as possible a chance to experience an educational trip outside of school, some for the first time. It would also allow us to save an amount of our reserves for running costs for events such as discos and the summer fair. This would help to build our funds back up as well as contributing to the vital social side of the school community.

PROJECT BUDGET		
Item	Total cost	Requested from the Parish Council
Coaches for trips based on projected cost of £700 per year group	£ 4900	£2000
TOTALS	£4900	£2000

OTHER FUNDING
<p>Has the group applied elsewhere for other grants to fund this project?</p> <p>Yes / No</p> <p><i>If yes, please give details below. Include date of application, amount requested and the outcome (if known).</i></p>
<p>Other sources of funding for this project, e.g. donations, reserves, fund raising. Please list, with amounts.</p>

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

Declaration

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

- 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: 31/01/22

Name of Organisation	
CHECKLIST	
Please enclose the following with your application	
	Please Tick
Signed application form, with every question answered	Yes
Have you addressed sustainability issues? See the criteria on the council website (section 1.8).	Yes
Last three years audited annual accounts (if available)	Yes
Constitution or set of rules (if not applicable please state so)	Yes
Copy of bank statements for past six months	Yes
Copies of written estimates/quotations for capital purchases?	Yes
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.	Yes
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

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	Honley Business Association
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? Maintenance of CCTV

ABOUT YOUR GROUP	
What type of group are you?	<ul style="list-style-type: none"> • Unregistered community group • Registered charity • Other (please state):
Charity registration no. (if applicable)	
When did the group start?	HBA formed in 2013
Do you have a constitution or a set of governing rules?	<p>Yes</p> <p><i>If yes, please provide copy with this application</i></p> <p><i>If no, please explain your management structure on a separate sheet.</i></p>
What area does your group cover? <i>The Council can only fund grants to groups which directly benefit residents of the Holme Valley</i>	Honley HD9 6 area
Describe the people you mainly work with:	<ul style="list-style-type: none"> • Children under 16 • Young people under 25 • Older people over 60 • People with disabilities • People of minority ethnic origin • Other groups (please state): <p>Over 115 businesses either home or retail or workshops Honley Youth</p>
How many people are involved in running your group?	Paid staff: 0
	Volunteers, including Committee members: 20 up to 100 for events

FINANCES	
Financial year	
Income	£12,192.00
Expenditure	£25067.00
Reserves	£24000.00

<p>Please describe your current financial reserves and account for expected expenditure from these.</p>	<p>This year we have launched a new village website that has been 2 years in the planning, We also knew that our CCTV would need investment, however we hadn't forecast Covid stopping all our events and hence reducing our income. We envisaged break even on our website in year 3 and we are still working to that target, so we are currently using our reserves to pay for the website maintenance alongside the CCTV costs.</p>
<p>Has the group previously received a grant from the Parish Council?</p>	<p>Yes</p> <p><i>If 'Yes' please give the date and brief details of any grants received in the last five years.</i></p> <p><i>In 2017 we received £1000 towards our 2nd Honley Feast Community Event</i></p> <p><i>In 2017 £1000 towards the Christmas Lights Event.</i></p> <p><i>In 2018 £1000 towards setting up a Youth Club in Honley</i></p> <p><i>In 2018 £1000 towards the Christmas Light Switch on and Parade</i></p> <p><i>In 2019 £1000 towards the running of Honley Youth Club</i></p> <p><i>In 2019 £1000 towards the Christmas Light Switch on</i></p> <p><i>In 2020 £1000 towards Christmas Lights Event</i></p> <p><i>In 2020 £1000 towards Youth Club activities</i></p> <p><i>In 2020 £5000 towards CCTV upgrade</i></p> <p><i>In 2021 £5000 towards play equipment in Jagger Lane & Honley Park</i></p> <p><i>In 2021 £1000 towards Christmas Light Switch on event</i></p>

YOUR PROJECT			
How much money are you requesting from the Parish Council?		£1560.00	
Project start date:	20.01.22	Project end date:	20.01.23
<p>Please describe what you want to do with the money. Use no more than 500 words. Please answer the following questions in your answer:</p> <ul style="list-style-type: none"> Who will benefit from this project? HBA installed a upgraded CCTV system throughout Honley Village Centre in 2021 including 24 cameras, with a 1 year guarantee at a cost of £15,000.00. This 			

money was funded by HBA funding and a grant from HVPC for £5k. Over the time that the CCTV system has been in we have aided the police with information on 50% of the requested footage. The peace of mind our community have due to the CCTV means the community at large feel "Safe" in Honley and this was shown in the "Ask Honley" questionnaire carried out in quarter 4 of 2019, in conjunction with Kirklees, where 12% of our community gave our village 5.3 out of a possible 6 for "Feeling Safe". As we know that pre 2016 people regularly said they did not feel safe due to anti social behaviour, elderly people's pensions being stolen on leaving the post office and 6 burglaries within the centre of Honley over a 6 month period. So this is a tremendous turn around, that we attribute some of that to our CCTV.

- How do you know there is a need for this project? The "Ask Honley" results as above
- Are you working in partnership with other groups? The Community at large
- How many people are involved in your activities each year? Normally around 100 volunteers with 1000s attending events
- How will you know that the project is a success? By the number of crimes remaining low and CCTV helping to solve crimes.

Please note this is an ongoing yearly maintenance contract as we do not want to pay for something that may not be delivered. At the time of you awarding the grant towards CCTV last year we did discuss maintenance and It was suggested I complete a grant application to HVPC to see if you could cover this cost.

PROJECT BUDGET		
Item	Total cost	Requested from the Parish Council
CCTV maintenance Jan 22 to Jan 23	£1560.00	£1560.00
TOTALS	£1560.00	£1560.00

OTHER FUNDING

Has the group applied elsewhere for other grants to fund this project?

No

If yes, please give details below. Include date of application, amount requested and the outcome (if known).

Other sources of funding for this project, e.g. donations, reserves, fund raising. Please list, with amounts.

If HVPC cannot award this then the funds will need to come from our reserves, however with Covid our reserves have taken a large reduction as income last year was impossible for us to run events. We are running events this year so hope to grow our income but as yet not guaranteed

BANK ACCOUNT DETAILS

Account name

[REDACTED]

Sort code

[REDACTED]

Account number

[REDACTED]

Declaration

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

- 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: 

Date:15.10.21

Name of Organisation	
CHECKLIST	
Please enclose the following with your application	
	Please Tick
Signed application form, with every question answered	Yes
Have you addressed sustainability issues? See the criteria on the council website (section 1.8).	
Last three years audited annual accounts (if available)	Yes
Constitution or set of rules (if not applicable please state so)	Yes
Copy of bank statements for past six months	Yes
Copies of written estimates/quotations for capital purchases?	Yes
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	Yes

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	
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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:	

Holmfirth Civic Hall Community Trust Report to HVPC Service Provision Committee 14th February 2022

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.

Returning to 'normal' business

The Civic has been fully open for several months now and as further restrictions were eased we continued to see growing numbers of people feeling comfortable coming to events and activities here. We now have all our regular hirers fully back and have welcomed a number of new hirers for both one-off and regular bookings. We are retaining some measures for the time being, hand sanitiser remains available on entry and masks are provided for those who still wish to wear them.

A schedule of some of the forthcoming events are provided for information at the end of the report to give a flavour of the clubs and classes, events and activities taking place.

Ongoing projects

The works to replace the toilets and create an office and a store are ongoing but have suffered a further delay – due to escalating costs and availability of materials the architect and builder are looking to redraw the store area, the original plans included a retaining wall, but we're now looking at a bracing arrangement which means that the store can still be erected and be completely safe, but at a much reduced cost – allowing all the original plans to come in at the original budget.

Income and expenditure on the project so far is detailed below, changes from last time include £2000 received from the One Community Bright Green Fund, and further contractor fees:-

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
One Community – Bright Green Fund	2,000.00		132,000.00
Holmfirth Civic Hall Community Trust own funds	25,000.00		157,000.00
Architect's fees		3,200.00	153,800.00
Planning related fees		792.00	153,008.00
Miscellaneous fees (toilet hire/parking permits)		366.00	152,642.00
Contractor fees		61,200.00	91,442.00
TOTAL	£157,000.00	£65,558.00	£91,442.00

With the support of the Turn Again Theatre and Holmfirth ArtWeek we have commenced a redecoration of the Club Room below the Large Hall. TAT have offered the support of their members to redecorate the room, with the costs coming from a donation received from Holmfirth ArtWeek. We hope to have a new carpet fitted shortly and this would mean this room was available again for hire.

Having recruited a new caretaker at the end of 2021 we are also getting on top of a range of general maintenance and repairs around the building and outside, as well as some minor redecorations. Guttering around the building has been cleared, outside the building on the entrance to the building has been cleaned and tidied, stage rooms above the Large Hall will shortly be redecorated and we're exploring with our volunteers the potential to repaint exterior windows and the Large Hall.

Other fundraising activity

We now have an initial design from the architect for the next project in our priority list – the refurbishment and redecoration of the entrance foyer, stairs and landings, further work is required to firm up the plans and identify indicative costs so that a funding application can be developed accordingly. We hope to have this work completed so that an application could be submitted in the coming months.

The second project we are developing is the refurbishment of the toilet corridor and the creation of a heritage wall, along with works to the exterior of the building, replacing front gates and lantern over the arch, new noticeboards, signage and banners. This project will be the subject of a heritage funding application and we are also in early discussions with Holme Valley Civic Society with a view to a project to identify some of the more detailed history of the building and notable figures involved which we hope to develop into a timeline which could also be displayed.

We launched new fundraising schemes at the end of 2021 to encourage giving by local people and businesses, we have created a Friends of the Civic scheme, a Supporter Wall scheme, where bricks are purchased to show support, together with a range of corporate sponsorship offerings. There is a range of benefits available for example regular newsletters, priority booking, complimentary tickets, regular supporter functions, discounts on room bookings, café/bar purchases and ticket purchases etc. Further information about each of the schemes is detailed below.

- **Friends of The Civic;** an opportunity to join a group of like-minded people who have a connection to and value The Civic and who receive benefits in return. Costs start at £18 for a senior, £20 for a single; £30 as a joint membership and £250 for a lifetime membership. Recognising Parish Councillors could be interested in this an application form is also included with this report.
- **Supporter Wall;** a supporter wall will be located in our newly refurbished foyer and will acknowledge supporters who have been entertained or inspired at The Civic with individual bricks. Cost is £150 per annum.
- **Corporate Sponsorship;** although the success of The Civic is measured on the enjoyment of the local community in their ongoing and growing use of the venue – collaboration with businesses is essential to support this success and so a range of sponsorship opportunities have been created specifically to support local businesses with costs starting at £250 per annum.

Finances

Profit and loss for the financial year to date are shown below for information.

April 2021 to January 2022	£
Total Receipts	180,872
Less cost of sales	13,731
Gross Profit	£167,141
Payroll expenses	45,503
Other expenses	78,800
Net Operating Income	£88,341
Other income	32
Net Income	£88,373

Costs are always closely managed and this was particularly the case during the various phases of lockdown, with actions taken to reduce costs where possible.

All income and expenditure continues to be closely managed and current balances are made up of £78,597.24 in the current account and £57,738.17 in the restricted reserves account.

An annual report was drafted for inclusion with our annual return submission to the Charity Commission and this is provided alongside this report for an illustration of the finances and other work of the Trust over the previous financial year, in particular with some helpful comparisons to non-pandemic years previous to that.

We hope you find this report helpful in terms of how HCHCT continue to run and manage The Civic, 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.

WHAT'S ON AT THE CIVIC CLUBS AND CLASSES

MONDAY		
10.00am to 11.00am	Large Hall	Zumba – tALKactive
11.15am to 12.15pm	Lesser Hall	Pilates - tALKactive
2.00pm to 3.00pm	Large Hall	U3A Badminton – Holme Valley U3A
6.30pm to 7.30pm	Lesser Hall	Improvers Pilates – Julie Edwards
7.30pm to 8.30pm	Lesser Hall	Mixed Ability Pilates – Julie Edwards
7.00pm to 9.00pm	Large Hall	Badminton – Netherthong BC
TUESDAY		
2.00pm to 3.00pm	Lesser Hall	Mixed Ability Pilates – Julie Edwards
4.15pm to 6.15pm	Large Hall	Junior Badminton – Mike Bennett
8.00pm to 9.30pm	Large Hall	Badminton – Holmfirth BC
WEDNESDAY		
10.00am to 11.00am	Large Hall	Zumba Gold – Jo Hampshire
11.15am to 12.15pm	Lesser Hall	Pilates – PhysioKaren
4.30pm to 5.50pm	Large Hall	Children's Football – Kixx
6.30pm to 9.30pm	Reception Room	Huddersfield Samba
7.30pm to 10.30pm	Large Hall	Vibejive Dance Club
THURSDAY		
9.30am to 7.30pm	Reception Room	Little Rascals Café
9.30am to 12.30pm	Lesser Hall	Short Mat Bowls – Thongsbridge BC
1.00pm to 2.30pm	Large Hall	Balance Bike Class – Little Bikers
FRIDAY		
9.30am to 11.30am	Large Hall	Ladies Badminton
9.30am to 1.30pm	Reception Room	Pop Up Café – The Civic, Holmfirth
SUNDAY		
9.30am to 10.50am	Lesser Hall	Children's Football – Kixx

Further details or all live events, clubs and classes available via
thecivicholmfirth.org

EVENTS & ACTIVITIES

February/March 2022

Friday 4 th February 2022 Doors 6.30pm; Show 7.30pm Large Hall	The Rod Stewart Songbook Grab your tartan & get ready for the ultimate tribute experience. Tickets available at WeGotTickets Simple, honest ticketing Rod Stewart Songbook
Tuesday 8 th February 2022 7.30pm to 9.30pm Lesser Hall	Holmfirth Pratty Flowers Women's Institute For more information and ticket details visit http://holmfirthwi.org.uk/
Monday 14 th February 2022 7.00pm to 9.00pm Reception Room	U3A Wine Appreciation See more information at https://u3asites.org.uk/holme-valley/groups
Thursday 17 th February 2022 7.30pm Lesser Hall	Holme Valley Civic Society Talk details to follow.... Tickets £3 on the door or free to members
Saturday 19 th – Sunday 27 th February 2022	Masked Singer Treasure Hunt Follow the clues around Holmfirth Centre and see how many Masked Singers you can find. Buy your clue sheets at WeGotTickets Simple, honest ticketing Masked Singer Treasure Hunt - 19th to 27th February
Saturday 26 th February 2020 6.30pm to 9.00pm Large Hall	Wrestletime Tickets available direct from The Civic or from Aaron Taylor on 07543827611
Sunday 27 th February 2022 Doors 6.30pm; Film 7.00pm Lesser Hall	Holmfirth Film Festival, presents.... Screening details to follow, tickets on the door or online, visit http://holmfirthfilmfestival.co.uk/
Friday 4 th March 2022 9.30am to 12.30pm Reception Room	Holmepride Coffee Morning Our March Coffee Morning will be raising funds for Holmepride – Community In Action. Join us for Coffee, Cake and Fundraising.
Friday 4 th March 2022 Doors 7pm; Show 8pm Large Hall	Carpenters Masquerade Taking you through an enthralling story featuring the story of the Carpenters, performed by top professional musicians. Tickets available at WeGotTickets Simple, honest ticketing This Carpenters' Masquerade
Saturday 5 th March 2022 Doors 6.30pm; Show 7.30pm Large Hall	Supersonic Queen Supersonic Queen are here to Rock You! Join the 5 piece fully live tribute performing all the hits of Queen. Tickets available at WeGotTickets Simple, honest ticketing Supersonic Queen
Tuesday 8 th March 2022 7.30pm to 9.30pm Lesser Hall	Holmfirth Pratty Flowers Women's Institute For more information and ticket details visit http://holmfirthwi.org.uk/
Friday 11 th to Sunday 13 th March 2022	Holmfirth Film Festival Weekend Screening details to follow, tickets on the door or online, visit http://holmfirthfilmfestival.co.uk/

<p>Saturday 12th March Doors 6.30pm: Show 7.30pm Large Hall</p>	<p>Steamy Windows – Tina Turner Tribute Steamy Windows is a smash hit dynamic theatre production tribute to the greatest hits of Tina Turner. Tickets available at WeGotTickets Simple, honest ticketing TINA TURNER TRIBUTE- STEAMY WINDOWS</p>
<p>Monday 14th March 2022 7.00pm to 9.00pm Reception Room</p>	<p>U3A Wine Appreciation See more information at https://u3asites.org.uk/holme-valley/groups</p>
<p>Thursday 17th March 2022 7.30pm Lesser Hall</p>	<p>Holme Valley Civic Society Talk details to follow..... Tickets £3 on the door or free to members</p>
<p>Friday 25th March Doors 7pm: Show 7.30pm Large Hall</p>	<p>Chainreaxtion Fashion Show Fundraising Fashion Show to raise funds for Yorkshire Air Ambulance and Holmfirth Civic Hall Community Trust. Tickets only £5, available at WeGotTickets Simple, honest ticketing Charity Fashion Show by Chainreaxtion</p>

Further event details available via thecivicholmfirth.org

Correct as at 29th January 2022. Some classes are cancelled for holidays etc, please check with The Civic team.

Holmfirth Civic Hall Community Trust (HCHCT) Report to Charity Commission for the financial year 2020/21

Holmfirth Civic Hall Community Trust (charity number: 1172232), Holmfirth Civic Hall, Huddersfield Road, Holmfirth, HD9 3AS was established in March 2017 to manage the operation of Holmfirth Civic Hall for the benefit of the community when the building was asset transferred from Kirklees Council to Holme Valley Parish Council. HCHCT holds a 25-year lease from the Parish Council.

HCHCT was established under the foundation model as a Charitable Incorporated Organisation (CIO). It has a maximum of twelve trustees with up to two of those trustees nominated by Holme Valley Parish Council. Trustees are recruited on a rolling programme, dependant on need and skills gaps.

The trustees during this reporting period were:

- Judith Patrick, Chair – local resident with experience in community facilities, grants, volunteering and listed buildings
- Anne Little – local resident, businesswoman and user of the Civic Hall
- Andrew Bray – local resident and businessman
- Alex Bray – local resident with experience in customer service, marketing and running charitable organisations and events
- Mark Antrobus – local resident and businessman
- Kathleen Bellamy – nominated parish council trustee. local resident and businesswoman with experience in hospitality

The trustees meet on a monthly basis to make decisions about the running of the hall, events and repairs/improvements. During the period of this report, the Trust reviewed a number of policies and procedures, undertook a rebranding exercise with the building now known as The Civic, Holmfirth; developed a marketing plan and created a new five year business plan.

The staffing structure has remained the same with the Centre Manager and Business Development Manager providing a combined monthly report to trustees and line managed by the Chair of Trustees. A part time caretaker is managed by the Centre Manager.

The objects of the CIO, as set out in its constitution are as follows:-

1. To further or benefit the residents of Holmfirth and the surrounding area without distinction of sex, sexual orientation, disability, race or of political, religious or other opinions in accordance with the protected characteristics defined by current legislation by associating together residents and local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
2. In furtherance of these objects but not otherwise, the trustees shall have power to establish, secure, preserve and hold on trust the establishment of Holmfirth civic hall as a community asset and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.
3. To promote the performing and visual arts for the public benefit.

The main objectives during the reporting period continued to be to grow the business of The Civic for the benefit of the local community, generating a surplus towards its improvement and financial sustainability.

It has been a challenging period given the Covid 19 pandemic with The Civic's doors often closed and activities significantly reduced. We have been fortunate enough to secure a number of grants as well as Government support for business continuity and accessing the Coronavirus Job Retention Scheme to allow us to maintain our staff team.

The Trust began a capital improvements scheme with grant support to modernise the public toilets, create a fire escape from the upper mezzanine exhibition room, create an external store and create a permanent staff office. Essential repairs were undertaken on an area of flat roof which was allowing water ingress

Plans are in place for significant improvements to the entrance lobby and staircase plus improving the club room and creating a small meeting room in the current store area.

As previously stated, it has been a disrupted year of opening and activity due to the pandemic. We have welcomed 26 different groups (89 in 2019/20) and estimate 2,466 people (48,450 in 2019/20) have attended events and activities in The Civic during this period, in addition the trust has run just five of its own fundraising events (18 in 2019/20).

The range of events/activities continues to varied and just some of the activities are listed below:-

- Amateur dramatic performances
- Antiques Fairs
- Brass band concerts
- Record Fairs

- Children's theatre productions
- Choir concerts
- Civic society and other local interest group meetings
- Dance groups and shows
- Keep fit groups, including Zumba, Pilates and Yoga
- Music and other arts festivals
- Weight management classes
- Sports activities for all ages

The Civic has always been used as a polling station for local elections and consultations.

The Civic has been the home of Holmfirth ArtWeek for over 30 years and in normal years, is given over to a group of volunteers for the running of one of the country's largest Art Festivals to raise monies for Macmillan Cancer Support and other local support charities. Given the Covid disruption this event could not take place but it plans to return in 2022.

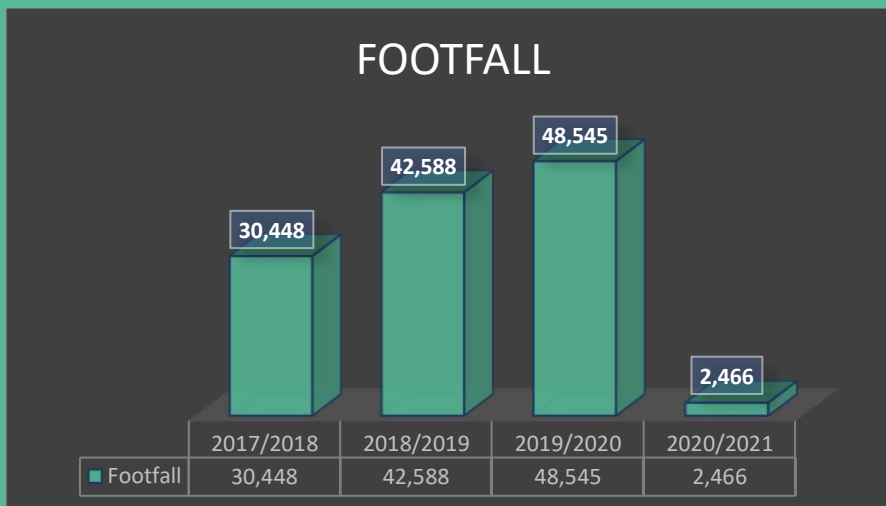
We are starting to build a surplus which will be held in reserve for emergency repairs.

Further information regarding increases in groups using The Civic, footfall and financial performance over the period in question along with previous years are provided on the following pages.

Judith Patrick
Chair of the Board of Trustees
December 2021

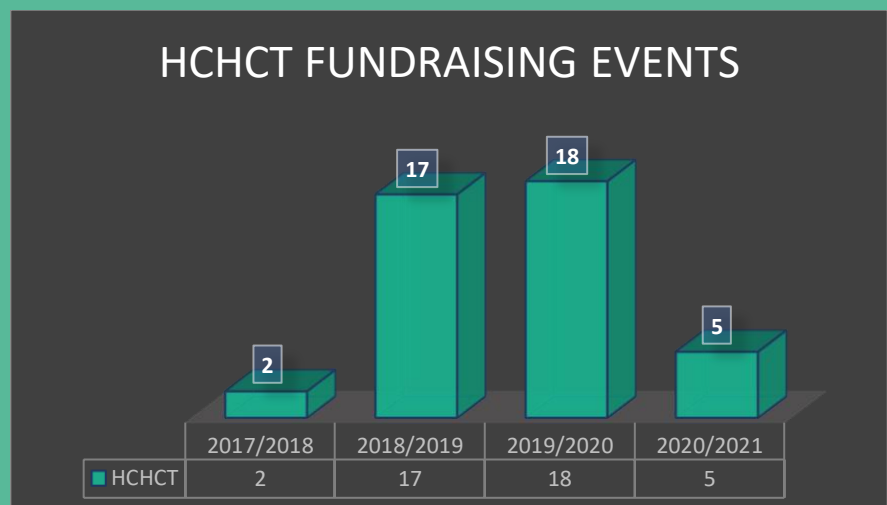
Key Performance Indicators

The number of groups using The Civic grew significantly in the second year, grew again in the third year before falling off significantly during the coronavirus pandemic in 2020.



The average number of people using or visiting the building also grew significantly, adding almost 20,000 people from the first to the third year before falling dramatically in 2020.

The Trust runs fundraising events each year to support the ongoing running costs of the building, seeing large increases in the number of such events in the second and third year, before an obvious fall in 2020.



The Trust operates within Charity Commission regulations and records receipts and payments accordingly, a summary of the first three years of trading are provided below, with the fourth and most recent financial year broken down by restricted and unrestricted funds.

Receipts and Payments	2020/2021			2019/2020	2018/2019	2017/2018
	Unrestricted Funds	Restricted Funds	Total Funds			
Receipts						
Donations	2,025	0	2,025	4,318	3,037	129
Grants	78,195	27,998	106,193	49,630	35,998	59,028
Room hire	17,139	0	17,139	78,484	67,350	51,307
Fundraising	1,888	0	1,888	34,781	23,183	2,649
Business rates refund	1,715	0	1,715	0	0	0
Total Receipts	100,962	27,998	128,960	167,213	129,568	113,113
Payments						
Fundraising direct costs	1,706	0	1,706	23,534	12,071	1,183
Venue promotion	1,576	9,700	11,276	1,915	2,444	950
Wages and salaries	36,601	15,998	52,599	58,180	45,018	1,451
Training	390	0	390	22	168	530
Repairs and maintenance	11,880	0	11,880	11,506	43,431	11,624
Cleaning	2,647	0	2,647	2,555	5,247	6,770
Property taxes	0	0	0	101	1,652	1,670
Utilities	7,162	0	7,162	13,218	19,987	18,335
Computer consumables	504	0	504	1,425	392	107
Office administration	345	0	345	154	1,736	14,426
Telephone	469	0	469	587	911	897
Printing, postage and stationery	258	0	258	711	1,897	17
Insurance	0	0	0	5,541	4,920	4,925
Professional services	3,077	0	3,077	1,556	3,634	2,341
Travel	0	0	0	141	130	0
Bank charges	140	0	140	23	129	0
Compliance	255	0	255	35	35	0
Interest paid	0	0	0	0	3	0
Sub-total	67,010	25,698	92,708	121,204	143,805	65,226
Asset/investment purchases						
Laptop	0	0	0	0	709	676
Building alterations	0	2,580	2,580	2,412	0	0
Equipment	2,521	0	2,521	0	0	0
Sub-total	2,521	2,580	5,101	2,412	709	676
Total Payments	69,531	28,278	97,809	123,616	144,514	65,902
Net of receipts/(payments)	£31,431	£-280	£31,151	£43,597	£-14,946	£47,211
Transfers between funds	0	0	0	0	0	0
Cash funds last year end	£38,274	£37,588	£75,862	£32,265	£47,211	0
Cash funds this year end	£69,705	£37,308	£107,013	£75,862	£32,265	£47,211

Holmfirth Civic Projects in the next 0 to 5 years

This list is presented at the suggestion of the Holme Valley Parish Council (HVPC) nominated trustees Councillors Colling and Carre on Holmfirth Civic Hall Community Trust (HCHCT). HVPC is not currently identified as a potential funder for any of these projects; other avenues are currently being explored and tie into HCHCT's fundraising strategy.

At this stage, with the exception of the short term projects, the costings are estimates rather than quotes and would need three quotes prior to funding applications.

Short term (up to 6 months)

These projects are all designed to improve the initial first impressions for visitors to the Civic and tie in to the toilet improvements currently close to completion.

- Redecoration/redesign of the entrance lobby, stairs and landings (application being developed to Garfield Weston Foundation) £25,000
- Redecoration/redesign of toilet corridor to include Heritage Wall (application being developed to Growing Great Places) £15,000
- Exterior works to include new gate, lantern, banners, notice boards and sign writing (application being developed to National Lottery Heritage Fund small grants) £15,000

Medium term up to 2 years

- Redecoration/redesign Club Room, including kitchenette and toilet facilities– improves lettable space, particularly for smaller meetings - £40,000
- Creation of new room out of current storage area, another income generating space - £50,000
- Gardening/landscaping areas outside large hall - £10,000
- Main hall floor, assess natural life and plan to sand back, re-varnish etc - £8000
- Lesser hall floor, as above - £7000
- Refurbishment of downstairs kitchen - £25,000
- Refurbishment of upstairs kitchen - £25,000

Long term projects 2 to 5 years

- Main hall, redecorate, consider sound and lighting for general use, take back to original ceiling, including window coverings - £150,000
- Redecoration of lesser hall including furnishings, including window coverings - £50,000
- Refurbishment of large hall kitchenette - £5000
- Redecoration of reception room - £8000
- Terrace glass extension, long term ambition, circa 5 years - £350,000

Judith Patrick

Chair, Holmfirth Civic Hall Community Trust

3rd November 2021.

From: [REDACTED]
Sent: 06 February 2022 12:38
To: clerk@holmevalleyparishcouncil.gov.uk;
deputyclerk@holmevalleyparishcouncil.gov.uk
Subject: State of the Empire

Hello Jen and Rich

An update as requested on where things are with the Parish Council's assets.

Benches.

We've just had 18 new legs fabricated to replace a selection of benches which must have all been fitted at the same time as they are decaying at the same rate. The new ones are a thicker gauge steel and should last longer. I've recently refurbished both benches on Long Lane, Honley. One was destroyed by a car crash and the other was rusting to a point of being dangerous.

The long three legged cast-iron bench at the bottom of Shaw Lane, Holmbridge has been re-made and shortened thus sparing a cast-iron leg for future repairs .

These legs from memory are about £350 to replace from Downs castings on Leeds Rd.

The bench on Acre Lane which provokes a lot of public interest has been replaced with new legs and slats and reinstated on a new flagged base. I have had a number of comments about it being placed across the road from a huge holly tree.

However ,if I moved it to the right or left of the tree it would block the view to the left or right respectively so common sense prevailed and I put it back on the same site.

The bench on Hirst Lane has been refurbished and replaced and awaits painting when the weather gets better.

The bench at Choppards has been replaced and rebuilt awaiting painting.

The bench which was completely restored last year on Hall Ing Road , Honley was recently vandalized and the cast leg smashed and has been replaced with a new one.

There are still several more to replace and rebuild over the next few weeks . I've got 12 legs in stock.

Bus shelters.

The b/s at the bottom of Thurstonland bank damaged by a tree was repaired in December as was the guttering on the b/s by the Police Station .

Regarding graffiti . We try and get rid of it as soon as it appears to try and deter anyone who takes it as a license to do it again. Other anti-social activities of which we find plenty are taken care of with a pressure washer to prevent any health and safety issues.

When the weather picks up I'll paint out the ones most needing attention. If its too cold the paint doesn't dry . The windows in Banksville and the Police station shelters are under onstant attack so for the sake of economy I'm not replacing them for now.

The unused bus shelter on Cross Lane at Oldfield needs some attention. With some small changes to the structure we could easily make a massive reduction in the much commented upon anti-social behaviours which go on in there. Blocking the door and widow up with steel plate would counter this..

Phone boxes.

I'll be doing an inspection this week and taking damp stuff to the tip.

I'll also have a look at the one by the Post-Office and send a quote for refurbishment.

War memorials.

We did a check and clean before Remembrance day and all was well. Later this month we will be removing the wreathes unless specifically asked not to .

Brockholes w/m railings are in need of a coat of paint.

Toilets.

The toilets are going fine despite a spate of dirty protests, deliberate "target-missings in all toilets..... blockages and smearings in the sinks , toilet pans and walls.

The sink in the ladies is just about ready for replacement along with the taps.

The floor of the building is the biggest problem with its rough uneven surface making it impossible to look clean. It wont be long before all the white paintwork will have to be re-done as its getting chipped and and worn but that will have to be a night time job.

There continue to be attempts to break in to the cash box despite our best efforts to counter this using screws and plastic slopes and frequent attempts are made to smash through the locks into the baby-change which we've had to keep locked due to various anti-social behaviour being witnessed and reported. Locking this room also provides extra security for the COSHH cupboard.

We are finding amounts of clothing regularly stuffed into the bins in the disabled toilets often bearing charity shop tags but we've yet to get to the bottom of this.

Alcohol consumption in the cubicles seems to be lower at the moment , probably due to the weather.

All -in -all the Empire runs smoothly.

John



Maintenance Contractor

Clerk to the Council
Holme Valley Parish Council
Council Office
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
HD9 3AS
12/01/2022

Invoice for Thurstonland Bank

Dear Mrs McIntosh,

The following is the invoice for repairing damage to Thurstonland Bank stone bus-shelter caused by a fallen tree
To removing debris ie fallen tree, pallets, crates and demolished roof and putting in a skip.
To replacing felt , laits and damaged tiles, replacing with new ridge tiles .

Materials.....£ 300.00
Labour.....£800.00

TOTAL £1,100

I hope this meets with your approval and shall look forward to hearing from you.

Yours faithfully,

[REDACTED]

Maintenance Contractor

Clerk to the Council
Holme Valley Parish Council
Council Office
Civic Hall
Huddersfield Road
Holmfirth

23/02/2022

QUOTE

Dear Mrs McIntosh

The following is a reasonable estimate of cost regarding the re-building of a 2.5m x 1.5m stone bus-shelter akin to the one at the bottom of New Road opposite Lidl.

The Parish Council has 24 of these of differing sizes but the one above is an average.

To rebuild one from the ground up using the salvaged stone and a new roof would cost between £4,700 (small one)- £7,000 (larger one ie Honley)

If the shelter had to be rebuilt completely using new stone then obviously the cost would have to include new stone and concrete blocks at current prices.

I hope this information is useful to you and if you need to ask any question please call me.

Yours faithfully

[REDACTED]

clerk@holmevalleyparishcouncil.gov.uk

From: [REDACTED]
Sent: 21 October 2021 16:45
To: clerk@holmevalleyparishcouncil.gov.uk
Subject: Re: Response to a range of queries regarding benches in the Holme Valley

Thanks for the prompt and thorough response. Excellent service.

Regards,

----- Original Message -----

From: clerk@holmevalleyparishcouncil.gov.uk
To: [REDACTED]
Sent: Thursday, 21 Oct, 2021 At 11:31
Subject: Response to a range of queries regarding benches in the Holme Valley

Thursday 21st October 2021

Dear [REDACTED]

I'm writing in response to several queries about benches you've raised recently through our website.

First, with regards to the missing bench F11. This was removed for refurbishment and should be back in position shortly.

Second, thank you for informing us that bench F12 is wrongly listed as a wooden bench. I've asked for the asset map to be updated to list this as metal.

Third, I've looked into your request about a bench in disrepair on Top o' the Bank in Thurstonland. I understand you want to replace this bench with a memorial bench. I can confirm that this bench does not belong to Holme Valley Parish Council. It would appear to be a Kirkburton Parish Council asset and so suggest that you approach the clerk there with your request.

Thank you once again for the information you've provided us with regarding benches and I wish you well in your endeavour to erect a memorial bench.

Kind Regards

Jen McIntosh

Mrs Jen McIntosh

Clerk

Holme Valley Parish Council

Holmfirth Civic Hall



T

Dog waste bags provided by
Holme Valley Parish Council.

Please take dog waste home or
place in a public waste bin.

Please DO NOT leave in a
public place.



Holme Valley Youth Offer

Notes

23 September 2021

Partnership Members Present	
Susan Greenwood	KYA Programme Manager
Scott Wilson	KYA Youth Worker
Julie McDowell	KC Active Citizens & Places Officer
Charlotte Storey	KYA Youth Support Worker
Allison Richards	Honley Youth Co-ordinator
Stacey Barton	Northorpe hall, CAMHS Education link worker
Martin Kenworthy	KC Community Safety Officer, Safer Kirklees
Claire Baldwin	KC Community Plus/ Enabling Youth
Luke Sherwood	River Holme Connections
Jennifer Strickland	KC Social Prescribing Link Worker
Sarah Broxton	Holmfirth Tech
Duggs Carre	Holme Valley Parish Council
Gabby Hurt	Café 100
Aaron Taylor	KC Third Sector Team

1. Welcome & introductions	
2. General Update	<ul style="list-style-type: none"> • The partnership looked at where we've got to in terms of the poster that has recently been distributed. • Recognised that we needed to prioritise getting the poster out to families and young people. Susan going to share it with all the children and family services in the Council and VCS. • Scott to contact Claire so that he can give her some flyers for the community bus. Claire also suggested he go out door-knocking with her too. • Also need to now concentrate on our collective Youth Strategy for the Holme Valley, especially a joint funding plan. Susan to arrange a separate meeting about this. • Susan explained that while she will continue to co-ordinate this partnership, her Board of Trustees reminded her that KYA is not to be a long-term front-line provider of youth services. We are an infrastructure support charity and aim to build capacity so that local organisations can eventually take over the new provision that KYA has set up. • Susan informed the partnership that, due to staff shortages at Kirklees College, there is a delay with the introduction of the planned Level 2 Youth Work Practice. The college think in the short term that its more realistic if they develop the Intro. Course. Meetings are ongoing developing this offer. Susan will keep everyone updated.

	<ul style="list-style-type: none"> • Unfortunately, Charlotte leaving KYA on 30 September. We wish her well as she takes on a permanent position. She will be replaced in her Youth Support Worker role by a Community and Youth Work degree student placement. KYA have also created a Volunteer Youth Support Worker JD and have advertised the position on TSL's Volunteering Kirklees website.
<p>3. Partner updates</p>	<p><u>Honley Youth Provision</u></p> <ul style="list-style-type: none"> • Unfortunately, Allison's microphone wasn't working on the call however she provided an update in the notes part of the meeting which reflected the provision that is on the poster. She fed back that the skate-boarding activity was proving successful while the multi sports was slow. The team are doing more detached work to increase attendance. • Allison said that an issue for them was finding a suitable venue. Duggs suggested the Village Hall which had been purpose built to be a youth centre. It's currently been used as a covid centre but there may be scope when this ends. <p><u>Duggs, Holme Valley Parish Council</u></p> <ul style="list-style-type: none"> • Regarding publicity, Duggs told us about a new community noticeboard next to the toilets which he has a key for. There is also the library where a poster could be displayed. Kerry Sykes and the Holmfirth Events could also be utilised. Duggs is a Facebook admin too. Susan to introduce Scott to Duggs so that he can arrange to get the promotional material shared more widely. • Duggs also gave us the good news that there is potential funding through dedicated funds the Parish Council holds: £8k for this year remains unspent as well as another pot where organisations can apply for £5k. • The meeting discussed a joint approach to this funding. This will be picked up in the separate meeting. • Susan to contact Meltham Town Council to make sure they are aware of this partnership. <p><u>Stacey, CAMHS Education Link Worker</u></p> <ul style="list-style-type: none"> • Stacey and Nina's project in place until at least 2023 • MH awareness training offer to leaders of youth organisations • Susan to email Stacey the poster/flyer so that she can forward it to families and discuss directly with schools and young people. • Stacey asked about similar co-ordination of youth provision in Kirkburton and Denby Dale. Susan mentioned Ewan Scott who runs Upper Dearne Navigators. Martin mentioned Enrique Salgado and his work in Emley and Vanessa Marsden and the registered youth centre in Skelmanthorpe.

	<p><u>River Holme Connections</u></p> <ul style="list-style-type: none"> • Luke told us about RHC’s youth group and their current project around putting together a youth nature trail taking in various points of interest along the River Holme. <p><u>Democracy Team</u></p> <ul style="list-style-type: none"> • Place Standard engagement in full swing. • Anyone who wants to arrange one to one or group discussions around improvements to Holmfirth centre should contact her. There’s £1.5M for improvements identified by local people. <p><u>Community Safety</u></p> <ul style="list-style-type: none"> • Martin told us that things were relatively quiet now as they had been all summer. He hopes the quiet summer was in some part down to al the HAF activities that were funded by DfE.
4. DONM	Thursday 21 October 2-3pm

Holme Valley Youth Offer

Notes

18 November 2021

Partnership Members Present	
Susan Greenwood	KYA Programme Manager
Emily Robson	KYA placement student
Andrew Wright	Trustee at Café 100
Alison Richards	Honley Youth Project Lead
Cllr Terry Lyons	HV North Cllr
Julie McDowell	KC Active Citizens & Places Officer
Sarah Broxton	Holmfirth Tech

1. Welcome & introductions	The meeting welcomed Emily Robson, who has joined KYA for 50 hours of her final year placement (University of Huddersfield Youth & Community Work degree)
2. General Update from KYA	<ul style="list-style-type: none"> • Susan explained her idea for winding down these four-weekly partnership meetings and replacing them with: <ul style="list-style-type: none"> ○ a four-weekly “Holme Valley Youth” e-bulletin; Susan would create a template form which organisations could complete every month and Susan would compile into one bite-sized bulletin to give all partners/stakeholders an update on all the available free, open access youth provision in the area. ○ A Youth Worker “forum” (on WhatsApp or Facebook) where local youth workers and volunteers could share good practice, session ideas and resources. Alison preferred the idea of WhatsApp to Facebook • Susan will commit to attending the fortnightly Rural Place-Based Hub Meeting instead where she will give a quick verbal update on the developing youth offer. • HAF Update – Government has committed to 3 years funding of £200M nationally for the HAF (Holiday Activities & Food) Programme. This presents opportunities for much more in-depth planning and therefore better outcomes for local young people. Susan would love to co-produce a programme in the Holme Valley for young people aged 12+
3. Partner updates	<p><u>Honley Youth Provision</u></p> <ul style="list-style-type: none"> • They are getting 25-30 children on Tuesdays straight after school for their Skate sessions. • Kayzia Barnes is soon going to be the fulltime worker on the Honley Youth Project, which will combine the two part-time roles of Project Manager, currently Alison, and Youth Worker, currently Kayzia.

	<ul style="list-style-type: none">• Honley Youth has 40-80 families on their database now thanks to a lot of work that Kayzia has done in Honley High School• Starting leadership/communication sessions at Honley Sports & Social Club, opposite the school. <p><u>Café 100</u></p> <ul style="list-style-type: none">• Gabby has left the project to focus on new venture, Hive, and so the Board of Trustees are looking to recruit a new worker.• KYA is sending out the job pack in its next newsletter• Café 100 is working with One Community and KYA is also providing some advice and guidance around the recruitment• We have signposted Alison to the opportunity as part of the meeting! <p><u>Democracy Service</u></p> <ul style="list-style-type: none">• Julie would like to get into youth provision and involve young people. Susan to introduce Julie to Tyler who is running the Phoenix Centre activities.
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clerk@holmevalleyparishcouncil.gov.uk

From: Deputy Clerk <deputyclerk@holmevalleyparishcouncil.gov.uk>
Sent: 28 October 2021 17:13
To: Jen McIntosh
Cc: [REDACTED]
Subject: Fwd: WW2 Memorial - Tom Birkhead
Attachments: WW2 Tom Birkhead.docx; WW2 HVWM.jpg

Hi Jen

As we discussed, below is the communication and attached documentation about Tom Birkhead, a Holmfirth soldier killed in World War II and buried in France.

The item for the Committee should be to consider his inclusion on the Holme Valley War Memorial. There is adequate space as you can see.

Rich

Hi Richard,

As discussed yesterday evening, please find attached the information about Tom Birkhead together with a photo of the Holme Valley War Memorial panel for WW2 which shows that there is space to add Tom's name under that of Reginald Woodhead.

Tom's entry in the Commonwealth War Graves Commission records can be found at <https://www.cwgc.org/find-records/find-war-dead/casualty-details/2688847/tom-birkhead/>

I should be most grateful if the request to add his name could be approved and implemented.

Many thanks

[REDACTED]

WORLD WAR 2

86438 2nd Lt Tom Birkhead of 2/7 Bn Duke of Wellington's West Riding Regiment was born in June 1920, the son of Percy Birkhead and his wife Annie, of South House, South Lane, Holmfirth. Leaving for France in 1940, Tom was posted missing in June that year but it was not until the end of the war that the family discovered that he had died on 7 June 1940 aged 19. He is buried at Eu Communal Cemetery, Seine-Maritime, France with 15 other UK soldiers, eight of whom are unidentified.

Ancestry UK, Personal communication from family member



Hi Jen

As we discussed, below is the communication and attached documentation about Tom Birkhead, a Holmfirth soldier killed in World War II and buried in France.

The item for the Committee should be to consider his inclusion on the Holme Valley War Memorial. There is adequate space as you can see.

Rich

clerk@holmevalleyparishcouncil.gov.uk

From: [REDACTED]
Sent: 22 December 2021 15:21
To: clerk@holmevalleyparishcouncil.gov.uk
Subject: Holmfirth and the Holme Valley's problem with litter

Hi,

I wanted to make you aware of my utter disgust and anger at the growing litter problem in Holmfirth and surrounding villages.

I was walking from the coop car park today and notice litter and shopping trolleys in the river and a lot of litter just behind the post office, on the footpath.

The litter is more noticeable at this time of year as the bushes and undergrowth is bare, making the problem more visible. I walked around the whole town centre and saw more examples of litter. The problem is obviously stupid people throwing it on the ground but is also caused by overflowing litter bins and industrial sized bins used by local businesses.

I would like to know what Kirklees and the parish council are doing about this because it is a real problem that needs your attention now! I am worried that Holmfirth and the Holme valley is going to become a dump like Huddersfield and the Colne Valley.

Please reply with the actions you will take to resolve this issue.

Regards,

[REDACTED]