

Holme Valley Parish Council

MEETING OF THE HOLME VALLEY PARISH COUNCIL
MONDAY 11 JULY 2022
HADE EDGE BAND ROOM

THOSE ATTENDING: Cllr Brook (Chairman), Cllr T Bellamy, Cllr Blacka, Cllr Carré, Cllr Colling, Cllr Dalton, Cllr T Dixon, Cllr East, Cllr Firth, Cllr Gould, Cllr Hogley, Cllr Pogson, Cllr Wilson

ABSENT: Cllr P Dixon, Cllr Lockley, Cllr Sweeney

OFFICERS PRESENT: J McIntosh (Clerk), R McGill (Deputy Clerk/RFO)

Public Question Time

No members of the public were present.

PROCEDURAL MATTERS

The Chairman reminded Councillors that if possible they should stand when addressing the Council. This would help to ensure contributions could be heard by all present.

2223 31 Recording of public meeting

The meeting was recorded by the Deputy Clerk/RFO on audio for public broadcast via the HOLME VALLEY PARISH COUNCIL Youtube channel. There were no other requests to record the meeting.

2223 32 Items to be heard in private session

There were no requests for agenda items to be heard in private session.

2223 33 Apologies and reasons for absence

Apologies and reasons were circulated prior to the motion being considered.

Approved: Apologies and reasons were accepted from Cllr K Bellamy, Cllr Bustard, Cllr Davies, Cllr Greaves and Cllr Sheard. Cllr Roberts has a dispensation in place. All reasons were approved.

Approved: a dispensation for a 6 month period of absence for Cllr Hall.

Clerk to write to absent councillors who had not sent apologies to express concern and clarify that apologies and reasons should be provided in advance whenever possible.

Clerk to pass on the Council's high regards and best wishes to Cllr Hall for a return to health.

2223 34 Receipt of written Declaration of Pecuniary and Other Interests

No written Declarations of Interest had been received.

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2223 35 Declaration of interests in agenda items

Received: Declarations of interests of councillors in agenda items as follows: Cllr Blacka item 2223 54 Holmfirth Market, being a member of Holmfirth Forward; Cllr East item 2223 49 Honley Library, being a trustee of Friends of Honley Library (FOHL).

There were no declarations of interests of officers in agenda items.

THE MINUTES OF THE PREVIOUS COUNCIL MEETINGS

2223 36 Minutes of Council meetings

Approved: the Minutes of the ANNUAL COUNCIL meeting held on 16 May 2022, numbered 2223 01 to 2223 30.

THE COMMITTEE MINUTES UNDER DELEGATED POWERS

2223 37 Minutes of Standing Committee meetings

Noted: the minutes of the CLIMATE EMERGENCY STANDING COMMITTEE meeting held on 28 February 2022, numbered 2122 55 to 2122 75 - approved by CESC on 27 June 2022.

Noted: the minutes of the PLANNING COMMITTEE meeting held on 9 May 2022 numbered 2223 01 to 2223 15 - approved at PLANNING COMMITTEE on 6 June 2022.

Approved: the minutes of the PUBLICATIONS AND COMMUNICATIONS COMMITTEE meeting held on 23 May 2022 numbered 2223 01 to 2223 15.

Noted: the minutes of the PLANNING COMMITTEE meeting held on 6 June 2022 numbered 2223 16 to 2223 32 approved by the PLANNING COMMITTEE on 4 July 2022.

Cllr Blacka, Chair of the PLANNING COMMITTEE, advised that, with regards to item 2223 27 of the above minutes, members were working with Liz Twitchett to identify village centers in the Holme Valley that may be suitable for 20mph zones or limits. Cllr Blacka asked Councillors to let her know about localities in their wards which might benefit from a 20mph limit.

Approved: the minutes of the SERVICE PROVISION COMMITTEE meeting held on 13 June 2022 numbered 2223 01 to 2223 16.

Approved: the minutes of the FINANCE AND MANAGEMENT COMMITTEE meeting held on 20 June 2022 numbered 2223 20 to 2223 38.

The Clerk informed members that the Honours Board, referred to in the above minutes, was being updated on 12 July 2022.

FINANCIAL MATTERS

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2223 38 Council Year-to-Date Expenditure against Budget 2022-23 including Earmarked Reserves

Council Year-To-Date Expenditure against Budget 2022-23 including Earmarked Reserves was presented, some agenda items having a financial cost.

Noted: Year-To-Date Expenditure against Budget Report including Earmarked Reserves.

2223 39 Schedule of Payments

The draft final Schedule of Payments June 2022 and the month-to-date Schedule of Payments for July 2022 were presented by the Deputy Clerk/RFO.

Noted: The draft Schedule of Payments for June 2022 as presented.

Resolved: to approve the month-to-date Schedule of Payments for July 2022 as presented.

MATTERS RESERVED FOR FULL COUNCIL

2223 40 The Annual Holme Valley Parish Council Report for 2021-22

The Annual Holme Valley Parish Council Report 2021-22 was presented, with thanks to contributing Councillors and to the Deputy Clerk for pulling the reports into one attractive document.

Approved: the Annual Council Report 2021-22 as presented.

Clerk to request contributions from Council and Committee Chairs for reports on 2022-23 in February 2023.

The Annual Report for 2022-23 will be presented for consideration at the Annual Council meeting on 22 May 2023.

2223 41 Venue for Full Council Meetings

Due to ongoing Covid restrictions and concerns when face-to-face meetings resumed in 2021 FULL COUNCIL meetings were scheduled to take place in venues larger than the Exhibition Room at the Civic, thus allowing for social distancing.

Booking alternate venues has had a cost implication. Lack of availability of alternative, suitable venues has reduced the flexibility to hold meetings in other areas of the Holme Valley. Regular Monday night bookings at the Civic mean that booking either of the larger venues there is rarely possible. The Lesser Hall at the Civic is booked for the Full Council meeting on 12 December 2022 and also for the Annual Parish Meeting on 27 March 2023.

Resolved: to resume the scheduling of FULL COUNCIL meetings in the Exhibition Room at the Civic from 3 October 2022.

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2223 42 Remembrance Day Parades

In 2021 a request was made for HOLME VALLEY PARISH COUNCIL to be the nominated organising body for the Remembrance Sunday Parades taking place in the Holme Valley. This involved contacting HOLME VALLEY PARISH COUNCIL insurers to arrange coverage and being the named body on applications for road closures etc.

Planning has commenced for 2022 Parades and the same request received.

Resolved: agreement to be the named organiser in respect of Remembrance Sunday Parades including matters of insurance and applications for road closures.

2223 43 Enquiries regarding a Commemorative Statue

A query had been passed to the Clerk regarding whether or not the HOLME VALLEY PARISH COUNCIL had a role to play in arrangements being made to site a commemorative statue in honour of Bill Owen, 'Compo' of *Last of the Summer Wine*. This was not a works commissioned by HOLME VALLEY PARISH COUNCIL and the Council had had no role in funding, commissioning or approving the work.

Resolved: the HOLME VALLEY PARISH COUNCIL is to have no role in respect of organising and financing the siting of 'Compo's statue'.

Councillors wish the project well.

Project organisers are free to make a grant application for consideration, should this be felt to be applicable. Clerk to contact Honley Business Association to give information about the grants application process for reference.

2223 44 Holme Moss Display Board Project

Cllr Hogley provided detailed information about progress to date with indicative costs of at least £3,000 projected.

Support was sought to continue progressing the project and to seek further quotes.

Resolved: to set up a budget line and nominal code for the Holme Moss Viewpoint Project.

Resolved: to authorise expenditure up to £935 from the EMR 334 Holme Moss Viewpoint.

Resolved: to return to Full Council to seek further funds for the project from General Reserves once costs of delivering the project are better understood.

2223 45 Jubilee Seed Project

Cllr Hogley reported on the success of the project thus far, centring on the distribution of Bee Bombs to Holme Valley youngsters through tailored assembly presentations by members of the CLIMATE EMERGENCY STANDING COMMITTEE. It had provided a great opportunity to raise the awareness of young people – and through them of their parents and families – of the role and work of HOLME VALLEY PARISH COUNCIL.

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Residual Bee Bombs were also being distributed as thank you gifts to those Holme Valley volunteers who keep the dog waste bag dispensers stocked up.

Authorisation was sought for up to £500 to be spent on A3 frames, vouchers, the printing/design of posters and hard back envelopes to support the poster competition phase of the project.

Noted: report from Cllr Hogley.

Resolved unanimously: approval of expenditure up to £500 from budget 4615 Royal and National Events to be spent on A3 frames, vouchers, the printing/design of posters and hard back envelopes to support the poster competition phase of the Queen's Jubilee Wildflower and Tree Project.

Cllr Hogley was thanked for her leadership of this project, particularly for involving Holme Valley youngsters. Students at local schools had proven to be responsive and the schools were also to be commended for facilitating the project.

2223 46 Civic Event Sunday 4th December 2022

There will be a Holme Valley Parish Council Civic Event on Sunday 4th December at 3pm, hosted at the Full Life Church, Thongsbridge. Invitations are to be sent on behalf of the Chairman to all councillors, representatives from surrounding local councils, the constituency member of parliament and so forth.

It was reported that this will be an opportunity to reflect on the challenges faced by this Council and its achievements since being constituted in 2018. The event will consist of a service on the theme of 'the Gift' followed by refreshments and an opportunity to socialise. Those attending are to inform Cllr Brook and are encouraged to bring a gift for a child or a contribution to the Foodbank.

Noted: Holme Valley Parish Council Civic Event to take place at 3pm Sunday 4th December 2022.

REFERRALS FROM STANDING COMMITTEES

FINANCE AND MANAGEMENT COMMITTEE

2223 47 Grants Process Update

The Chair of the Grants Working Group reported that 2 meetings had been held so far to review the grants process. Further work was needed; it was proving challenging to both simplify the process and maintain due diligence. Possible exclusions under consideration were applications from schools and those where any grant is part of an individual's fund-raising effort rather than supporting a community-focused service or event.

Resolved: approval of current process and an amended grants application form with a closing date of 31 July 2022 for first tranche and 31st January 2023 for second tranche of grant applications.

Both dates to be as widely advertised as possible. Regarding the short window of the first date, the Deputy Clerk may extend the deadline for the first tranche depending on the response.

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SERVICE PROVISION COMMITTEE

2223 48 Benches at 36 Victoria Street, Holmfirth

The SERVICE PROVISION COMMITTEE on 13 June 2022 considered a request to remove 2 benches from outside the premises of 36 Victoria Street, Holmfirth, as the new business being established there wished to set up outside tables and chairs for customers. The Committee resolved to take no action until proof had been obtained that the outside area on which the benches are currently sited was indeed owned by the property.

The Clerk had since been given sight of the Land Registry entry, confirming that the ownership boundary of the property extends over the area on which the HOLME VALLEY PARISH COUNCIL benches are sited. The HOLME VALLEY PARISH COUNCIL Maintenance Contractor has stated that the benches can be removed and stored, pending re-siting, should authorisation be given.

The benches carry a memorial plaque dated 16 June 2000, established in the memory of a gentleman who was born and lived in Holmfirth 1910 to 1933. The Clerk has sought contact with the family of the gentleman.

Resolved: upon ascertaining from Kirklees Council that no permissive agreements are in place, authorisation given to remove and store 2 HOLME VALLEY PARISH COUNCIL benches from outside 36 Victoria St, pending re-siting.

2223 49 Honley Library

Cllr East had earlier declared an interest in item 2223 49.

It was reported that significant progress had been made with regards to the proposed asset transfer of Honley Library to HOLME VALLEY PARISH COUNCIL.

Whilst much of the legal contract was now agreed in principle, an issue had arisen regarding the lack of a fire alarm installation. Kirklees will not facilitate the installation of a fire alarm prior to an asset transfer.

Friends of Honley Library (FOHL) had resolved to delay agreeing a lease until after a fire alarm system had been installed. However, this position had been very recently revised. Within the last week FOHL had informed the Clerk that it would now agree to the signing of lease agreement with HOLME VALLEY PARISH COUNCIL in tandem with the asset transfer taking place. The installation of a fire alarm system would be managed by FOHL as soon as the asset transfer and lease signing were finalised.

Noted: progress to date regarding arrangements for the asset transfer of Honley Library.

Resolved: approval of expenditure of up to £10,000 from Earmarked Reserve 332 for works outlined by Friends of Honley Library, subject to the signing of a lease between HOLME VALLEY PARISH COUNCIL and FOHL.

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PUBLICATIONS AND COMMUNICATIONS COMMITTEE

2223 50 TiTo copy for July 2022

The published HOLME VALLEY PARISH COUNCIL News copy for July edition of TiTo magazine had been circulated to councillors.

Clerk to ascertain if reference could be made to the HOLME VALLEY PARISH COUNCIL News page on the front cover or in the contents list for future editions of TiTo Magazine.

HOLME VALLEY PARISH COUNCIL News in each TiTo edition to be included on HOLME VALLEY PARISH COUNCIL website.

CLIMATE EMERGENCY STANDING COMMITTEE

2223 51 Release of funds from Earmarked Reserve of £1,000 for the continued roll-out of the *If it's not far, leave the car* campaign

The CLIMATE EMERGENCY STANDING COMMITTEE recommended to FULL COUNCIL that all monies from the EMR 339 are released to support further printing, map development and signage costs for the *If it's not far, leave the car* campaign. Only FULL COUNCIL can authorise the release of funds from an EMR.

Resolved: to approve spending of up to £1,000 from EMR 339 *If it's not far, leave the car* to budget line 4815 Transport Strategy to pay for materials for the campaign.

2223 52 Earmarked Reserve of £2,000 for the roll-out of the *Living Streets* campaign

The CLIMATE EMERGENCY STANDING COMMITTEE recommended to FULL COUNCIL that all monies from the EMR 340 are returned to General Reserves as the Committee no longer anticipated any additional spending on the project.

Resolved: that funds in the Earmarked Reserve 340 of £2,000 for the roll-out of the *Living Streets* campaign be returned to General Reserves.

2223 53 Red Phone Box adjacent to Holmfirth Post Office

The long-term use and custodianship of the red phone box adjacent to Holmfirth Post Office had been considered by the SERVICE PROVISION COMMITTEE and also by the CLIMATE EMERGENCY STANDING COMMITTEE. Ideas for usage have centred around making the box available for different groups (especially connected to the Festivals hosted in Holmfirth) for a few weeks/month at a time. A 'Stop and think' area within the box to be periodically changed, publicising current information and concerns.

The Clerk sought authority from Council to authorise the commencement of works in line with the quotation of £1624 previously considered.

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Resolved: authorisation to pay £1624 from budget line 590 Phone Boxes to repaint and repair the red phone kiosk adjacent to Holmfirth Post Office and name it on three visible sides COMMUNITY-HOLMFIRTH-COMMUNITY.

Steps to be taken to secure the box overnight to minimize potential misuse.

CORRESPONDENCE

2223 54 Holmfirth Market

Cllr Blacka had earlier declared an interest in item 2223 54.

A written report from Holmfirth Forward had been circulated with a request for any responses from councillors be passed back.

Points raised included:

- It was possible that any grant request in respect of establishing an outdoor market would fall outside of the scope of HOLME VALLEY PARISH COUNCIL.
- Clarification as to whether the proposed outdoor market management group would be a commercial operation or a CIC would be helpful.
- A query as to whether permission to run markets in Holmfirth had been granted to an organisation with no bank account.
- There were still a lot of issues regarding the future establishment of a market to be sorted.
- Disappointment that Kirklees Council had not supported the establishment of a market in the Holme Valley as it had in North Kirklees. At the very least appropriate stalls could have been provided. Further political pressure was needed to address the issue.

Noted: correspondence regarding Holmfirth Market.

Clerk to draft a letter to Kirklees Council in conjunction with Cllr Pogson and Cllr Hogley to encourage Kirklees to be more supportive of establishing a Holmfirth market.

2223 55 Chairman's Report

Cllr Brook gave a verbal report on his activities on behalf of HOLME VALLEY PARISH COUNCIL.

These included:

- Cllr Brook's attendance at the Holme Moss beacon lighting to mark Her Majesty the Queen's Platinum Jubilee. Quite a crowd attended and a clip of the event was shown on the BBC.
- Cllr Brook and Cllr Blacka attended the opening of the Wooldale Veg Box (a heritage red telephone kiosk) as part of the Jubilee Weekend celebrations. This proved to be a lovely event, including afternoon tea. Both councillors were made most welcome.
- Cllr Brook thanked Cllr Blacka and Cllr Tom Dixon for their representation of HOLME VALLEY PARISH COUNCIL at the Cliff Rec beacon lighting event for the Jubilee; over 500 people attended and were treated to a bagpipe recital.
- Cllr Brook had initiated the launch of the Tidy Trader competition for 2022-23 – another positive sign of the Council resuming its pre-Covid activities.

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Clerk to email out details for receiving nominations from councillors for the Tidy Trader Award.

A thank you card and letter had been received, written on behalf of Her Majesty the Queen, thanking HOLME VALLEY PARISH COUNCIL for the card and best wishes sent to her on the occasion of her Platinum Jubilee.

Cllr Blacka and Cllr Hogley to attend Holmfirth Food Festival on Saturday 16 September 2022 on behalf of HOLME VALLEY PARISH COUNCIL.

2223 56 Items for Publicity

Potential items for publicity arising from the meeting included:

- The Wooldale Veg Box.
- The Jubilee Bee Bombs project.

The meeting closed at 8.48pm.