

# HOLME VALLEY PARISH COUNCIL

## CLIMATE EMERGENCY STANDING COMMITTEE

MONDAY 27 JUNE 2022

THE CO-WORKING SPACE, THE TECH

**PRESENT:** Cllr R Hogley (Chair), Cllr T Bellamy, Cllr M Blacka, Cllr D Gould, Mbr F Bennett, Mbr G Bradley

**OFFICERS:** Jen McIntosh (Clerk), Michelle Brown (Climate Emergency Co-ordinator)

**ABSENT:** Cllr P Davies, Mbr A Colwill

## DRAFT MINUTES

### WELCOME

The Chair welcomed members to the first CESC meeting of the new council year following the Annual Council Meeting of 16 May 2022 .

Cllr Trevor Bellamy introduced himself as a new member of the Committee.

### PUBLIC QUESTION TIME

There were no members of the public present outside of existing Committee members.

No person present chose to ask a question as a member of the public.

### PROCEDURAL MATTERS

#### **2223 01 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014**

The meeting was recorded by the Clerk in video format for the [HOLME VALLEY PARISH COUNCIL YouTube Channel](#).

There were no other requests to record the meeting.

#### **2223 02 Election of Vice-Chair**

At the Annual Council meeting on 16 May 2022 the election of the Vice-Chair of the CLIMATE EMERGENCY STANDING COMMITTEE (CESC) 2022-23 was deferred to this meeting.

The Chair reported that although Cllr Wilson had submitted his apologies for the meeting she had approached him prior to the meeting and he was willing to stand as Vice Chair. There were no other nominations.

**APPROVED:** Election of Cllr Wilson as Vice Chair of the CLIMATE EMERGENCY STANDING COMMITTEE for 2022-23.

#### **2223 03 Election of members of the Climate Emergency Standing Committee 2022-23**

The Committee could appoint a maximum of ten co-opted members. It was reported that 6 co-opted members of the 2021-22 Committee had stood down. Two members from the 2021-22 Committee were present and willing to continue to serve.

# HOLME VALLEY PARISH COUNCIL

**RESOLVED:** That Mbr Bradley and Mbr Bennett continue to serve as members of the Committee.

A note for the future was to approach potential members further in advance of the first meeting of a new council year.

It was observed that the remaining vacancies may be filled as the year progressed.

**2223 04 Members' and Officers' personal and disclosable pecuniary interests in items on the agenda**

No personal disclosable pecuniary interests were declared.

**2223 05 Apologies/reasons for absence and written requests for new DPI dispensations**

There were no requests for new DPI dispensations received prior to the meeting for consideration.

Apologies with reasons were emailed to the members prior to the meeting.

**APPROVED:** apologies and reasons for absence from Cllr Sheard and Cllr Wilson.

**2223 06 Items on the agenda to be discussed in private session**

No items on the agenda were to be discussed in private session.

**2223 07 Minutes of the CESC Meeting held on 28 February 2022 items 2122 55 to 2122 75**

A query was raised regarding item 2122 69 from the Minutes regarding the cargo bike in the Holme Valley. The query concerned the total cost of the bike. The Chair stated that funds were still being raised to fund the cargo bike project, including using crowd-funding. The query had been raised in the context that the Peak District National Park might be usefully approached regarding funding. Cllr Bellamy to provide contact details.

The cargo bike had been used to deliver bee bombs to schools as part of the Jubilee project.

A query regarding item 2122 65 was raised. The substance of this query was to clarify the difference between *commenting* in a meeting on items being considered and *bringing forward proposals*. Members were encouraged to submit proposals as potential agenda items for consideration to the Clerk in advance of the publication of an agenda.

**APPROVED:** The Minutes of the CLIMATE EMERGENCY STANDING COMMITTEE (CESC) meeting held on 28 February 2022 items 2122 55 to 2122 75.

## BUDGETARY MATTERS

**2223 08 CESC Budget and Ear-marked Reserves 2022-23 Year-to-Date**

The Committee received a report to clarify spending from the 2022-23 Budget to date.

A query was raised regarding the status of any asset transfer of Honley library – would the sale of the Library to HVPC be freehold? Clerk to confirm status and report back to Cllr Bellamy.

**NOTED:** the contents of the CESC Budget and Ear-marked Reserves 2022-23 Year-to-Date report.

# HOLME VALLEY PARISH COUNCIL

## PROGRESS AND ACTIONS

### 2223 09 Climate Emergency Co-ordinator Role

It was reported that the Climate Emergency Co-ordinator role was established 17 August 2020, initially as a one-year contract, then extended in 2021 through to 16 August 2022. The post was established as a coordinating role with a set pay point of £12,000 for 18 hours per week.

The CLIMATE EMERGENCY STANDING COMMITTEE (CESC) reviewed the need for the continuation of the role for the council year 2022-23 and then from August 2023 in line with a request from the STAFFING COMMITTEE, given the evolving needs of the Committee and the Parish Council.

The current CEC shared her views and answered questions about the need and scope for an ongoing role for 2022-23 and beyond. The coordinating aspect of the role had been vital to put in place the organisational structure to address the Climate Emergency in the Holme Valley. This phase of the role would largely be completed by the end of the council year 2022-23, once the contacts database was completed and functioning as a key channel of communication to extend the reach of the Climate Emergency work in progress.

There would be an ongoing need beyond August 2023 in terms of publicising and communicating the Climate Emergency but it was anticipated that this could then sit within the work of the permanent clerking team which would need to be expanded. A need for a permanent role focusing on project management and publicity and communications was emerging and would be taken to the Staffing Committee for consideration.

**APPROVED:** renewal of the post of the Climate Emergency Co-ordinator for another year from 17th August 2022 until 16th August 2023.

**APPROVED:** the pay point for the present incumbent of CEC role be increased to £12,500 from 17 August 2022.

**RESOLVED:** to recommend to the STAFFING COMMITTEE that, should a need to reappoint to the role within the next year occur, the STAFFING COMMITTEE should review the role in the light of the developing holistic staffing needs of HOLME VALLEY PARISH COUNCIL.

Cllr Hogley to draft a proposal for the STAFFING COMMITTEE meeting 18 July 2022.

### 2223 10 *If it's Not Far, Leave the Car Campaign*

CEC reported that this was a campaign launched for Summer 2021. Although a detailed campaign plan was drawn up, Covid restrictions meant that some elements of the campaign were not implemented, such as a possible roll out to Honley, including the development of a map for Honley along the lines of the Holmfirth version.

Rather than seeing this as an event the campaign should be developed as an ongoing initiative, linking into established Holme Valley festivals and initiatives potentially including a biking rally from Holmfirth to Honley, linking up with the planned walking festival in Holmfirth in the Autumn and encouraging the use of footpaths. The Harry the Hopper character and lamp-post signs could be utilised as part of the project.

It was hoped that the initiative could be taken into schools and link with existing groups such as U3A, Walkers Are Welcome, Holmfirth Art Week and others.

There would be a need to approve expenditure for map development, printing and signage costs

# HOLME VALLEY PARISH COUNCIL

to allow this to progress and plan for implementation later in the year.

The Chair to approach the Vice-Chair to be the Committee's link to the ongoing initiative.

**RESOLVED:** To recommend to FULL COUNCIL that it considers authorisation to spend up to £1,000 from EMR 339 'If it's Not Far, Leave the Car' for the further rollout of the campaign.

## 2223 11 *Living Streets Initiative*

Some exploration of the *Living Streets* initiative was carried out 2021-22 but not finalised. As funds were committed from the 2021-22 budget but not spent ANNUAL COUNCIL on 16 May 2022 approved creation of an Earmarked Reserve of £2,000 for those funds for 2022-23.

The Committee considered whether or not there was a way to take the initiative forward at this point and concluded that there was not.

**RESOLVED:** to recommend to FULL COUNCIL that funds in the Earmarked Reserve 340 Of £2,000 for the roll-out of the Living Streets campaign are returned to General Reserves in the absence of any specific actions planned with respect to this initiative.

## 2223 12 *Jubilee Seed & Tree Project*

Around the Jubilee Weekend Committee members made presentations in all local schools, distributed bee bombs and introduced a poster competition as part of the Jubilee celebrations. The assemblies proved a great way to connect with youngsters and make visible the role and work of HOLME VALLEY PARISH COUNCIL to its younger residents.

The Chair was commended for her leadership of the initiative and committee members and CEC who had helped deliver the assemblies were formally thanked.

The next activity is to return to the schools to share the poster competition results. The closing date for the poster competition was the end of June and judging would be by the Chair and Vice-Chair, with Cllr Gould kindly offering to act as reserve judge if required. Once selected the posters would be printed and framed with a border to display Jubilee/Green Canopy/HVPC logos and any other text, to be distributed to each school, with copies presented to individual competition winners and also for display by HVPC.

14 prizes of a £10 voucher for local shops Imagine toyshop, Read bookshop or Sweet Stop in Honley to be awarded, with winning entries announced by the end of term.

**NOTED:** Written update from the Chair, to be shared subsequently with FULL COUNCIL.

**NOTED:** Arrangements in place for the poster competition.

**RESOLVED:** to approve the roll-out of and participation in the Autumn tree-planting initiative based in schools.

The tree-planting initiative is to commence October time, with visits to schools to plant native trees sourced from the Woodland Trust. A plaque could be placed with each tree, stating it was part of the Queen's Green Canopy and presented by HVPC. The Chair would be seeking volunteers to assist with this.

The Committee wished to build upon the connection made with local schools.

# HOLME VALLEY PARISH COUNCIL

**RESOLVED:** up to 2 young people from each of Honley and Holmfirth High School to be invited as 'Community Champions' to CESC meeting 10 October 2022 to present their views and ideas about how to respond to the Climate Emergency in the Holme Valley and the part young people can play in this.

## 2223 13 Business & Community Group Database

The Climate Emergency Coordinator (CEC) reported on the progress to date of building a database of businesses and community groups so the Committee can expand its influence and communicate with stakeholders directly. It was anticipated that the database could also support other functions of the HOLME VALLEY PARISH COUNCIL moving forward.

Thanks go to John Queening who had signposted the existence and possible access to the Kirklees Community Group database. Around 800 contacts had been added to the CESC/HVPC database, 300 of which were community groups.

Endole was being subscribed to in order to identify further potential contacts from 1,188 listed, including limited companies, in the Holme Valley to link with. The CEC would then look to add further small businesses through making direct contact with them. Search filters might be usefully added to make it possible to discern between community groups and business contacts.

Once the database had been built it would need to be input into a database programme that allowed groups to unsubscribe.

The nature of the first communication with contacts was discussed, with energy saving suggested as being topical.

Regarding future use of the database, any dissemination of a HVPC newsletter should be limited to those contacts who wish to receive it. Consideration needed to be given to the nature and extent of the communications being made.

## 2223 14 Report on other initiatives led by members of the Committee

Progress on a number of other initiatives was reported.

Clerk to email ex-member Alison Morgan regarding any further developments in need of consideration regarding Land Use Surveys.

**RESOLVED:** expenditure of up to £150 on a set of bins for the HVPC office for the sorting of waste from the waste strategy budget 4820.

Good levels of community engagement had resulted from attendance at festivals including Holmfirth Folk Festival and Holmfirth Art Festival. Wherever possible, the Committee should be encouraging a 'leaflet free' approach and where paper had to be used it should be recyclable paper.

## CORRESPONDENCE

## 2223 15 Adoption of Historic K6 Telephone Kiosk near Holmfirth Post Office

This item had been referred to the CLIMATE EMERGENCY STANDING COMMITTEE by the SERVICE PROVISION STANDING COMMITTEE.

# HOLME VALLEY PARISH COUNCIL

It was reported that HOLME VALLEY PARISH COUNCIL (HVPC) had recently adopted the historic K6 telephone kiosk situated near the Post Office in Holmfirth. The SERVICE PROVISION STANDING COMMITTEE wished to invite the CLIMATE EMERGENCY STANDING COMMITTEE to identify a purpose for the kiosk in line with its objectives before considering custodianship further.

Disseminating information about the Climate Emergency should feature as a use of the kiosk but should not be its sole purpose. 'Stop and think' soundbites, links to schools and an exchange for climate change themed books were all possible uses to be explored regarding the Climate Emergency aspect.

The SERVICE PROVISION COMMITTEE had its next meeting scheduled for 12 September. A first step towards utilising the box would be to complete the renovations needed.

**RESOLVED:** to recommend to SERVICE PROVISION COMMITTEE that the kiosk have a rotating monthly theme centred around scheduled festivals and possible liaison with Holmfirth Business Association.

**RESOLVED:** to recommend to FULL COUNCIL that the telephone kiosk adjacent to Holmfirth Post Office owned by HOLME VALLEY PARISH COUNCIL be renovated and named HOLMFIRTH COMMUNITY BOX with arrangements made to lock it on weekend evenings.

## PUBLICISING THE WORK OF THE COMMITTEE

### 2223 16 Items for publicity

The PUBLICATIONS & COMMUNICATIONS COMMITTEE 14-09-21 motion 2122 27 press coverage directed officers of the HOLME VALLEY PARISH COUNCIL to add an agenda item in all meetings asking Members what events or news from the meeting they wish to publicise via the press, website and/or Facebook.

**NOTED:** a press release had been made to NALC, the Huddersfield Examiner and the Yorkshire Post, focusing on the Jubilee Wildflower and Seeds Project as well as information shared on Facebook.

*The meeting ended at 9.08pm.*