

# Holme Valley Parish Council



To: All Members of the Council

You are hereby summoned to attend a **MEETING OF THE FULL COUNCIL** to be held on **MONDAY, 11<sup>th</sup> OCTOBER 2021**, at **7PM**, in **HADE EDGE BAND ROOM**, for the transaction of the following business –

- AGENDA – **(A)**

**Public Session** **7:00 PM**

Prior to the commencement of the business session of the Council, there will be an open session lasting 15 minutes, for members of the public to speak to the Council. Members of the public can speak for a maximum of 3 minutes per person.

2122 41 **Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014.** **7.15PM**

As Local (Parish and 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 Clerk will be recording the meeting in video format for upload to the Parish Council's *YouTube* channel.

2122 42 **To receive apologies and approve reasons for absence** **7.16 PM**

2122 43 **To receive Councillors' and Officers' personal and disclosable pecuniary interests in items on the agenda** **7.20 PM**

2122 44 **To consider written requests for new DPI dispensations** **7.22 PM**

2122 45 **To consider whether any items on the agenda should be discussed in private session.** **7.23 pm**

2122 46 **Minutes of Council & Committee meetings (Standing Order 5(ii) and (iii))** **7.25 PM**

- (1) To approve minutes of the **CLIMATE EMERGENCY COMMITTEE** meeting held on **19/7/2021** numbered **2122 12 to 2122 25** **[B]**
- (2) To note the minutes of the **PLANNING COMMITTEE** held on **26/7/21** numbered **2122 65 to 2122 79** **[C]**
- (3) To approve minutes of the **EXTRAORDINARY COUNCIL** meeting held on **26/7/2021** numbered **2122 32 to 2122 39** **[D]**
- (4) To note the minutes of the **PLANNING COMMITTEE** meeting held on **23/8/2021** numbered **2122 81 to 2122 98** **[E]**
- (5) To approve minutes of the **FINANCE AND MANAGEMENT COMMITTEE** meeting held on **6/9/2021** numbered **2122 34 to 2122 55** **[F]**
- (6) To approve minutes of the **PUBLICATIONS AND COMMUNICATIONS COMMITTEE** meeting held on **13/9/2021** numbered **2122 17 to 2122 33** **[G]**
- (7) To approve minutes of the **SERVICE PROVISION COMMITTEE** meeting held on **20/9/21** numbered **2122 12 to 2122 29** **[H]**
- (8) To approve minutes of the **PLANNING COMMITTEE** meeting held on **27/9/21** numbered **2122 99 to 2122 116** **[I]**

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2122 47      **To observe a minute's silence to mark the passing of former Chairman Mrs Betty Mewies and Kirklees Officer Rob Dalby**      **7.35 PM**

On August 19<sup>th</sup> Mrs Betty Mewies (formerly known as Mrs E F Coombes JP) passed away peacefully at The Denby aged 100 years. She was Chairman of the Urban District Council of Holmfirth for 1973-4. Her passing was noted in the Huddersfield Examiner on 5<sup>th</sup> September, stating that she had 'a rich and varied life'. A card of condolence was sent c/o T.W. Birks and Son who informed the clerk that the funeral was to be a private gathering.

The minute's silence will also be a mark of remembrance for Mr Rob Dalby, Kirklees Operational Manager for Parks and Green Spaces, who died in a tragic diving accident in the Summer off the Scilly Isles. A number of councillors and officers will have known Rob through the various roles he held in his 23 years of working at Kirklees. Condolences on behalf of **HOLME VALLEY PARISH COUNCIL** were sent to the family via Kirklees Council.

2122 48      **To present 2019-20 Chairman's jewel**      **7.40 PM**

The Chairman is to present Cllr Trevor Bellamy with his Chairman's jewel in recognition of his service as Chairman of Holme Valley Parish Council 2019-20.

## **Policy, Procedural & Administrative Matters**

2122 49      **To consider recommendation from PLANNING COMMITTEE for Cllr Sheard to be approved as a member of the PLANNING COMMITTEE**      **7.45 PM**

Draft minutes of the **PLANNING COMMITTEE** meeting of **27/9/21** include the recommendation that Cllr Sheard is approved by **FULL COUNCIL** as a member of the **PLANNING COMMITTEE** moving forward. The request was made during **PUBLIC QUESTION TIME** which Cllr Sheard attended as a member of the public.

2122 50      **To consider recommendation from FINANCE AND MANAGEMENT COMMITTEE for Cllr Gould to be approved as a member of the FINANCE AND MANAGEMENT COMMITTEE**      **7.46 PM**

Draft minutes from **FINANCE AND MANAGEMENT COMMITTEE** meeting of **6/9/21** include the recommendation that Cllr Gould is approved by **FULL COUNCIL** as a member of the **FINANCE AND MANAGEMENT COMMITTEE**. The request was made during **PUBLIC QUESTION TIME** which Cllr Gould attended as a member of the public.

2122 51      **To consider protocol regarding councillor attendances, absences and giving apologies - LOCAL GOVERNMENT ACT 1972 s.85**      **7.47 PM**

Advice **(J)** has been received from the **YORKSHIRE LOCAL COUNCILS ASSOCIATIONS** regarding minuting councillor attendance and reasons for absence. To reflect this advice and legislation members may consider the following protocol:

- (1) reasons for absence from a meeting to be circulated by email by the **HOLME VALLEY PARISH COUNCIL** Clerk or Deputy Clerk to Council or Committee members prior to the meeting (meaning specific reasons need not be disclosed at the meeting)
- (2) an early item for all agendas be to receive apologies and approve reasons for absence (and length of absence where specified)
- (3) approval of absence reason to be recorded in minutes (and length where specified)
- (4) Clerk to keep a dated record of events Councillors attend at behest or on behalf of **HOLME VALLEY PARISH COUNCIL**

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- 2122 52      **To consider establishing a standing item for all meetings – publicising work of HOLME VALLEY PARISH COUNCIL**      **7.55 PM**
- The draft minutes from the **PUBLICATIONS AND COMMUNICATIONS COMMITTEE** meeting of **14/9/21 item 2122 27 Press Coverage** directed **HOLME VALLEY PARISH COUNCIL** officers to add an agenda item towards the end of each and every Council and Committee agenda asking Members what events or news they wish to publicise via the press, website and/or Facebook at that time.
- Financial Matters**
- 2122 53      **To note receipt of and subsequent publication of the External Audit and Certificate and to consider length of time to be published on the council website.**      **8.00 PM**
- The external audit and certificate were received from PKF Littlejohn on Monday 27<sup>th</sup> September 2021 and subsequently uploaded to **HOLME VALLEY PARISH COUNCIL** website. It is for the Council to decide how long to display these documents on the website **[K]**.
- 2122 54      **To note the schedule of payments for August and September 2021**      **8.03PM**
- RFO to report. **[L]**
- 2122 55      **To approve the schedule of payments for October 2021**      **8.08 PM**
- RFO to report. **[M]**
- 2122 56      **To consider virements recommended by the Finance and Management Committee**      **8.10 PM**
- RFO to report.
- i)      **TO CONSIDER:** At the **ANNUAL COUNCIL MEETING** in July, payment was approved for £30,000 to Holmfirth Civic Hall towards new toilets and an office space development. This was paid 13<sup>th</sup> July 2021. At the time, it was not stated from which budget or reserve the money would be spent. The **FINANCE AND MANAGEMENT STANDING COMMITTEE** resolved 6<sup>th</sup> September 2021 to recommend to the Council to approve a virement from general reserves to budget line '4310 Holmfirth Civic Hall – Projects' for this expenditure.
  - ii)      **TO CONSIDER:** At the **ANNUAL COUNCIL MEETING** in July, payment was approved for £10,000 to Holmfirth Civic Hall towards new fire doors. This was paid 13<sup>th</sup> July 2021. At the time, it was not stated from which budget or reserve the money would be spent. The **FINANCE AND MANAGEMENT STANDING COMMITTEE** resolved 6<sup>th</sup> September 2021 to recommend to the Council to approve a virement from general reserves to budget line '4310 Holmfirth Civic Hall – Projects' for this expenditure.
  - iii)      **TO CONSIDER:** At the **ANNUAL COUNCIL MEETING** in July, payment was approved for £5,000 to Holmfirth Tech towards new toilets. This was paid 13<sup>th</sup> July 2021. At the time, it was not stated from which budget or reserve the money would be spent. The **FINANCE AND MANAGEMENT STANDING COMMITTEE** recommends to the Council to approve a virement from the earmarked reserve '333 EMR Holmfirth Tech' for this expenditure. There is £10000 in this reserve currently.
  - iv)      **TO CONSIDER:** At a meeting of the **SERVICE PROVISION STANDING COMMITTEE** 25/01/2021 expenditure of £202.50 was approved towards three waste bins for Holmfirth. There was no budgetary provision for this payment. The **FINANCE AND MANAGEMENT STANDING COMMITTEE** recommends to the Council to approve a virement from the '4405 Grants' budget line for this expenditure. There is £17600 in this budget currently.

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2122 57      **To approve the list of regular payments for 2021-2022**      **8.15 PM**

RFO to report. [N]

2122 58      **To approve the list of regular payments 2022-2023**      **8.18 PM**

RFO to report [O]

2122 59      **To note factors affecting the pending Council Budget 2022-23**      **8.20 PM**

In her audit published 3<sup>rd</sup> June 2021, the Parish Council's Internal Auditor reviewed the general reserves of the Parish Council. At the time, the general reserves were £187,274. The Internal Auditor directed the Parish Council to the updated 'Joint Panel on Accountability and Governance Practitioners' Guide' March 2021 which states: 'Councils with an NRE [Net Revenue Expenditure] exceeding £200k are recommended to retain a 3-month general reserve' - meaning 25% of annual expenditure. Holme Valley Parish Council's precept was £274,326 2021-22. Three months or 25% of that is £68,581.50. This meant that the Parish Council held about £120,000 more in its general reserves than is recommended. In its budgetary calculations for Council Year 2022-23, the Parish Council will need to adjust its reserves to move towards the recommendation. The Parish Council may conduct this adjustment by 1) increasing planned expenditure on projects in the year 2022-23 2) earmarking reserves for future projects 3) cutting the precept and charge to households. RFO to report.

2122 60      **Proposal to earmark past Chairman's Allowance for Holme Moss Viewpoint Project**      **8.30 PM**

ClIrr Hogley had £935 left in her Chairman's Allowance at the end of her term of office in July 2021. Previous Chairs have made charitable donations from this allowance but since this time, Full Council has approved the change of budget item from Chairman's Allowance to Chairman's Expenses so that it can be used to cover the costs of attendance at any events.

ClIrr Hogley would like to lead a project to develop a viewpoint display in the car park at the summit of Holme Moss and earmark the remaining funds from her Chairman's Allowance to this project. She has already had exploratory conversations with Peak District National Park, Yorkshire Water and Kirklees Council about the permissions required and will be developing the feasibility of the project over forthcoming months.

## Forthcoming Events

2122 61      **To consider HOLME VALLEY PARISH COUNCIL representation at the laying of poppy wreaths and participation in Remembrance Services and Processions in the Holme Valley**      **8.35 PM**

The Council is asked to nominate representatives for each of the poppy laying ceremonies at the 8 war memorials sited in the Holme Valley, including the parades in Honley and New Mill. The clerk presumes that these wreaths will still be laid should the public services not take place. A list of the war memorials and previous councillor representation from 2019 has been included for reference [P].

## Correspondence

2122 62      **To note letters and replies regarding the Yorkshire Motorsport Festival**      **8.43 PM**

Letters and replies attached as one document.

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CLLrs Hogley, Blacka and Sheard are due to meet with the Motorsports organiser earlier in the day of this meeting. [Q]

2122 63      **To consider a possible HOLME VALLEY PARISH COUNCIL contribution to the *Your Voice, your Holmfirth* consultation**      8.48 PM

Holmfirth is one of 4 small town centres in Kirklees due to have £1.5 million worth of investment to improve the look and feel of the centre area. This regeneration is due to be implemented in around 6 months' time. A consultation is taking place from 6<sup>th</sup> September to 15<sup>th</sup> October 2021 for individuals and organisations to give their views and ideas. A series of face-to-face conversations have been scheduled and publicised and there are opportunities to give feedback online and via printed questionnaire. [R]

2122 64      **To consider Kirklees plans for Holme Valley play areas**      8.53 PM

Councillor Davies to give a verbal update. Information regarding this item is available from the attached emails [S]

2122 65      **Nuclear disarmament pledge (from Cllr Sheard)**      8.58 PM

Cllr Sheard has provided the information [T] for members to consider. The proposed resolution is worded as follows:

*Holme Valley Parish Council:*

- a. *Is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world, including ours. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.*
- b. *Firmly believes that our residents have the right to live in a world free from this threat.*
- c. *Recognises the necessity of creating a nuclear weapons free world.*
- d. *Consequently, declares its unequivocal support for the United Nations Treaty on the Prohibition of Nuclear Weapons, adopted by 122 nations in 2017, which entered international law on 22 January 2021. This prohibits the development, testing and use of nuclear weapons.*
- e. *Is disappointed that the United Kingdom government has refused to sign or ratify this landmark treaty.*

*This Council resolves to write to:*

- (1) *The United Kingdom government urging it to sign and ratify the Treaty on the Prohibition of Nuclear Weapons, thereby joining the majority of countries opposed to nuclear weapons.*
- (2) *Local Members of Parliament urging them to press the UK Government to sign and ratify this Treaty.*

*Jen McIntosh*

Clerk to the Council

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



## MINUTES OF THE CLIMATE EMERGENCY STANDING COMMITTEE MEETING HELD ON MONDAY, 19<sup>th</sup> JULY 2021

Those present:

Chairman: Cllr R Hogley

Councillors: M Blacka, M Bustard, P Davies, A Wilson

Co-opted Members: F Bennett, G Bradley, A Colwill, J Queening, M Tulley

Climate Emergency Co-ordinator: Michelle Brown

Officer: R McGill, Deputy Clerk

### Welcome

### Public Question Time

Councillor Hogley welcomed Councillors and members of the public to this first meeting of the Holme Valley Parish Council Climate Emergency Standing Committee 2021-22. Councillor Hogley introduced herself as the new Chair of the Committee, thanked Councillors for her election, and welcomed Cllr Mark Bustard (Holmfirth Central), Cllr Andy Wilson (Upperthong) and Cllr Mary Blacka (Scholes) as new Members of the Committee. Councillor Bustard and Councillor Wilson, as recently elected Members of the Council, introduced themselves to the Committee.

Five members of the public were present at the meeting. All had been co-opted Members of the Climate Emergency Standing Committee 2020-21.

### 2122 12 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014

Local (Parish and Town) Council meetings can now be recorded. The Officer was recording the meeting in audio format for upload to the Council's YouTube channel. No-one else present wanted additional provision to record the meeting.

### 2122 13 To accept apologies for absence

Apologies were tendered by Cllr Gould.

**RESOLVED:** Cllr Gould's apology was approved by the Committee.

Co-opted Members from 2020-21, - Steve Barker, Cath O'Halloran and Caroline Anstey, - sent apologies and expressed an interest in continuing to be co-opted Members of the Committee. Cllr Sheard was not present.

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

None were received.

### 2122 15 To consider written requests for new DPI dispensations

None had been received.

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

**RESOLVED:** No items to be heard in private session.

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## 2122 17 To confirm the Minutes of the Previous Meeting

**RESOLVED:** The Minutes of the Climate Emergency Standing Committee meeting held on 24 May 2021, numbered 2122 01 – 2122 11 inclusive were approved.

## 2122 18 To elect a new Vice Chair of the Committee

**RESOLVED:** Cllr Mary Blacka was elected as Vice Chair of the Standing Committee.

## 2122 19 To elect co-opted Members to the Committee, up to a maximum of ten

**RESOLVED:** Caroline Anstey, Steve Barker, Andrew Colwill, Frances Bennett, Greta Bradley, Alison Morgan, Cath O'Halloran, John Queening, Matthew Tulley were co-opted onto the Climate Emergency Standing Committee for the year 2021-22.

There is one further place still open for a member of the public to become a co-opted Member. Any candidates should attend subsequent meetings of the Committee.

## 2122 20 Climate Emergency Standing Committee Expenditure Against Budget

- (1) The Deputy Clerk/RFO reported on the expenditure against budget by the Committee for the year to date. The Deputy Clerk/RFO reported that the Committee might need to reshuffle its budgets over the year with virements between the budget lines as the Community Mobilisation budget is potentially too low if the Climate Emergency Co-ordinator role is re-commissioned.

**NOTED:** The Committee noted the Expenditure Against Budget report for year-to-date.

**NOTED:** The Committee further noted the Deputy Clerk/RFO's report that virements might be needed later in the year to better reflect the expenditure split of the Committee's budget.

**NOTED:** The Committee noted that there was some expenditure that was pending for ongoing projects.

- (2) The Climate Emergency Co-ordinator asked Councillors to consider approving expenditure of £600 on a carbon calculator for the Holme Valley Climate Action website.  
**RESOLVED:** The Committee approved expenditure of £600 on a carbon calculator for the Holme Valley Climate Action website.
- (3) The Climate Emergency Co-ordinator reported on plans for a Great Big Green Week Pop-up Event, and asked Members to approve expenditure of £950 on the event, - in part, for the Fair and Funky smoothie-maker bike hire, design of posters, events licence and insurance as required.  
**RESOLVED:** Expenditure up to £1000 was approved for the event.  
**RESOLVED:** It was resolved that Saturday 25<sup>th</sup> September would be the date for the event.

The Climate Emergency Co-ordinator would be engaging with local businesses, especially the Co-op, and community groups like the Tech to develop the event. She was also applying for the temporary events licence.

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## 2122 21 Mobilisation Sub-Group

The Climate Emergency Co-ordinator reported on aspects of her work co-ordinating the ongoing action planning:

- The water-fountain had been covered by a report in the Holme Valley Review.
- Repair Cafés had been held successfully.
- Co-working on an active transport campaign with Art Week had taken place.
- The website now had more and more content including a climate quiz, videos from members about electric vehicles, information about land use and the energy audits.
- The group had greater social media presence across Facebook and Twitter.
- The energy booklet was available to download.

The Climate Emergency Co-ordinator was keen to credit group Members for their hard work pursuing outcomes of the Climate Emergency Action Plan.

## 2122 22 Climate Emergency Sub-groups to feed back

### Energy, Housing, Buildings

Frances Bennett reported that the building audits of Holmfirth Civic Hall and Honley Library were complete, and a meeting was taking place to review the findings.

Member Steve Barker had sent in an email report on this subgroup's work. Steve reported that the Civic Hall and Honley Library were both fully engaged in the process. These documents could be uploaded to the website to allow local people to gauge the level of depth and detail in the audit. The Chair reported that other community facilities, like village halls, might benefit from reviewing the audits, and engaging with recommendations, so sharing the reports would be a good idea.

**RESOLVED:** Ward Councillors would share the audits as they see fit with community facilities within their own wards. This would help Councillors to connect better to their communities.

The final version of the Energy Savings booklet had been published to the website. The Chair spoke very positively about the booklet, its content and tone, and hoped that other Council Committees and Councillors would see wider benefit in its publications. She hoped that there would be opportunities to share such productions more widely.

### Transport/Travel (public transport promotion, electric vehicles, walking, cycling)

Member Cath O'Halloran was absent and so a report was given by Greta Bradley on the work of the sub-group. The first report was on the Yorkshire Motorsport Festival which some Members had attended. Greta Bradley complimented Matthew Tulley, of Zero Carbon Yorkshire who had hosted a stand at the event, saying that he had had many positive engagements with a number of members of the public in what might have been a hostile environment. The stand had been designed to attract people interested in cars, - showing an electric VW camper and a history of the development of motor vehicles, - but then counterbalanced this with statistics and charts regarding CO<sub>2</sub> production and a prognosis for the earth if things don't change. Matthew reported talking to 83 people and collecting 20+ email addresses. Greta reported that he created a lot of "stop-and- think" moments amongst attendees.

Greta further reported on Art Week, saying that a scheme to encourage people to walk between fringe events during the festival was well-received, and was successful in raising consciousness. Unfortunately, she reported, they did not get a school involved. A Walk to School Day had been planned as part of the Duke of Edinburgh Active Transport Award but this did not happen because of the pandemic and lockdown. Nevertheless, students were very receptive and engaged especially with the If It's Not Far, Leave the Car project and took a number of posters.



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The Climate Emergency Co-ordinator showed the posters which encouraged changes of behaviour, - walking or cycling rather than taking the car. Another aspect of the If It's Not Far Leave the Car scheme was to include the amount of steps between villages and Holmfirth to engage with people keen on fitness. Cllr Bustard said he could share some learning and information regarding his experience promoting active transport in London. Cllr Bustard was asked to join the Transport sub-group.

The Chair asked about the progress of the bike-racks project. Greta Bradley reported that this was not being pursued at the moment because Kirklees were planning to include the project within the Holmfirth road-scheme development plan.

## Waste/Consumption (recycling; minimising waste)

Sub-group Member John Queen reported that a waste and recycling group meeting was to be held the day after so there may be more to say following that. The Repair Café was hopefully going to become better utilised once restrictions are lifted. A project with Fair Trader about using the shop as a community hub recycling centre had been compromised by the contact leaving but it was hoped that this might be restarted. Another project with the High School about "upcycling" clothing had been successful and had had a display in the Market Hall. Encouraging engagement from young people was considered very important.

Kirklees Council had recently published its waste strategy, and new initiatives were planned for managing the recycling of food waste and more intensive recycling. John hoped that there was greater engagement with the community in terms of community-based recycling of materials outside of the scope of current household recycling regimes and encouraging a circular economy. Other projects, - like the reusable cups for festivals/events, - had stalled inevitably due to the lockdown. Cllr Davies reported from the perspective of Kirklees Council and emphasised its aim to recycle more waste more effectively and also on a waste-to-energy plan being developed to create district heating systems. Part of the problem for local government was a lack of clarity with regard to the national government's future plans.

The Chair asked about the possibility of reviving online on the group's Committee's website an update of the HOTT Recycling Directory for specialist recycling centres for items like yoghurt pots, foil and so on. The Climate Emergency Co-ordinator said she would be happy to develop the resource once she had an editable copy of the original Directory.

The Chair further asked about a project at Hepworth School for a RIDAN food-waste composter and was told that there was still a funding shortfall and the project had stalled. Cllr Hogley encouraged Members to try and re-start the project, and suggested they come back to the Committee to discuss possible funding.

The Chair also commented on a recycling initiative in the Co-op in Holmfirth, - recycling soft plastics like crisp packets, - and encouraged Committee Members to publicise and promote it and other similar niche recycling centres. Cllr Hogley asked that the Climate Emergency Co-ordinator enquire about the destination of these soft plastics collected at the Co-op. Huddersfield

## Agriculture, Food, Environment, Land Use, Business Economy (land-use mapping; engaging farmers and landowners)

Member Andrew Colwill reported that the land-use survey is still ongoing. A biodiversity survey has been undertaken on Cuddy's Farm which it is hoped will give some fresh ideas. Neighbouring farms have been asked to undertake self-surveys of their land use. University departments were also involved.

The Chair complimented the sub-groups on all their work and encouraged Councillors to get involved.

There was discussion of the role of the Climate Emergency Standing Committee in terms of working with aligned community groups, perhaps encouraging the co-working of community

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groups with similar focuses or at least ensuring they are complementary in their visions.

## 2122 23 **Sharing of Holme Valley Parish Council content on the climate emergency**

The Climate Emergency Co-ordinator reported that a number of other local Councils have inquired about using Holme Valley Parish Council-produced content in their own work on the climate emergency. Members considered arrangements for the sharing of Holme Valley Parish Council's content with other local Councils.

**RESOLVED:** Members resolved that other Councils could rebrand Holme Valley Parish Council-produced content using their own crests and logos. The Parish Council would like an acknowledgment from Councils that they are using content adapted from Holme Valley Parish Council appended to the content. The Climate Emergency Co-ordinator would note on the website where other groups had been assisted by the Holme Valley Parish Council Climate Emergency Committee.

Cllr Davies also reported that Cllr Greaves was establishing partnership-working with the West Yorkshire Combined Authority.

Cllr Blacka said that she was very impressed by the work undertaken by the Committee and hoped that there would be more interlinked working within the Parish Council and its other Committees. She suggested a presentation to full Council on progress. She also hoped that there might be more engagement events with the general public where people "signed up" to the action plan. The Climate Co-ordinator wanted to make sure that the underlying materials (website, YouTube, social media, publications) were sufficiently high quality before committing to broadcasting the message more concertedly.

Cllr Hogley suggested holding a stand at Honley Show and the Climate Emergency Co-ordinator said she would look into this.

## 2122 24 **Local Provision of Allotments**

Unfortunately, the Members involved in this project were not present.

The Chair reported that Committee members would like the provision of allotments and community growing projects in the Holme Valley to increase which might be achieved through different approaches, for example:

- 1) by petitioning Kirklees Council to allow re-purposing of small parcels of unused recreational land in the Valley.
- 2) by asking landowners to allow repurposing of parcels of land for rental as allotments.
- 3) by the Parish Council purchasing additional land for the purpose of increasing allotments.

Cllr Hogley reported that Cllr Sheard was liaising with another Councillor who has experience of buying land and that Councillor is looking into opportunities for purchasing land for potential allotment sites. Cllr Hogley further reported on Cinderhills Community Garden which is a Kirklees-led initiative to encourage local people to use this public growing space. Local people were invited to an open day at the Garden. The Bright Green Community Trust supported this initiative. There was discussion of a similar community garden in New Mill started with land provided by the church. Member John Queening asked for information on the sort of land that was being sought. The need for connective-working with and mutual-support from other similar activist groups was highlighted.

Cllr Blacka suggested that the Committee should work with "less-favoured" parts of the Parish including reaching out to, for example, the populations of larger housing estates.

2122 25

## Yorkshire Motorsport Festival 1hr 56mins

**NOTED:** Members noted the letter sent by the Deputy Clerk on behalf of the Committee to the organisers of the Festival.

**NOTED:** Members noted that the Parish Council is to hold an Extraordinary Meeting of Council 26 July 2021 to discuss the Motorsport Festival and the Parish Council's involvement therewith.

Members gave feedback on the Yorkshire Motorsport Festival related to environmental measures outlined by Yorkshire Motorsport Festival organisers. The Climate Emergency Co-ordinator read from a letter from the Motorsport Festival organisers. The organisers reported that the Festival, as held, was a smaller event than planned due to the pandemic. The organisers were still assessing the Festival's carbon footprint and were to work with the Parish Council about its offsetting. The organisers reported that litter-collection had met Motorsport UK guidelines and the race cars involved in the hill climb were tested to ensure they met legal exhaust-noise limits.

The Chair reminded the Committee of what the Motorsport Festival organisers said they were going to do from an environmental perspective, namely:

- recycle up to 85% waste; litter-pickers leaving the site as it was found;
- active encouragement of vendors using recyclable containers; avoiding single-use products; use of wooden biodegradable cutlery;
- Park-and-ride served by electric buses;
- Low-emission generators to power the festival;
- Use of local contractors and suppliers to support the local economy;
- Traffic-management company to alleviate congestion.

Cllr Bustard reported that none of the targets met industry standards of robustness regarding good practice. He said that an event of this size should be delivered to at least a minimum standard. Given that the planned event for years ahead was expected to be much larger, industry guidelines and standards needed to be met in future.

Mmbr Matthew Tulley reported on his thoughts on the event as he had witnessed it. The litter-picking had been managed well. He reported on a survey that Zero Carbon Yorkshire had done to assess the distance travelled by people attending. This representative sample of 83 people had driven 3000 miles. Matthew said that the carbon footprint of the visitors to the Festival could be calculated from that once the overall number of Festival attendees was known. The organisers had said they intend to offset the carbon footprint. Matthew reported that Zero Carbon Yorkshire, which is a charity, could undertake offsetting the carbon and were available to do so if required. Matthew Tulley would meet with Cllr Bustard to make a calculation of the carbon footprint.

There was a discussion regarding how a similar approach might be needed to all large-scale local events.

The Climate Emergency Co-ordinator said that it was important to remind local people that the Parish Council had little authority to stop or control events such as the Motorsport Festival.

Cllr Wilson felt that it was important to review practice at the recent Festival to foster better future practice. He felt that two environmental issues stood out in terms of complaints received, - the issues of exhaust noise of the race cars and access/road closures.

The Chair said that it is important that the Parish Council's approach is about trying to make

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things work better rather than trying to stop events from happening. The Climate Emergency Co-ordinator reported that all locally-held festivals impacted on residents' access.

The Chair thanked Members for their contributions to the discussion.

**Close 9:15pm**

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Chairman



## DRAFT MINUTES OF THE PLANNING STANDING COMMITTEE HELD IN HADE EDGE BAND ROOM MONDAY 26 JULY 2021

Those present:

Chairman: Cllr M Blacka

Councillors: P Colling, RP Dixon, R Hogley, A Wilson

Officer: Mr R McGill (Deputy Clerk)

### **Welcome**

Cllr Blacka welcomed Councillors and five members of the public to this meeting of the Planning Standing Committee. The Chair specifically welcomed a new Committee Member, Cllr Andy Wilson, recently elected as a Councillor for Upperthong.

### **Open Session at Planning**

The four members of the public were present to speak on longstanding plans for the Hade Edge Road intersection near the Boshaw Trout Pub.

**RESOLVED:** At this point, Members voted to move the relevant agenda item concerning the Hade Edge Road scheme up the agenda to the earliest point it could be considered, and to thence suspend standing orders allowing members of the public to report on their concerns.

### **2122 65 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014**

Council meetings can now be recorded.

**RESOLVED:** The Officer was recording the meeting in audio format for upload to the Parish Council's YouTube channel. No other people present wanted to record the meeting.

### **2122 66 To accept apologies for absence**

Cllr Gould and Cllr T Dixon had tendered apologies.

**RESOLVED:** Apologies were approved by the Committee.

Cllr Colling was late arriving for the meeting.

### **2122 67 To receive Members' and Officers' disclosable personal and pecuniary interests in items on the agenda**

None were disclosed.

### **2122 68 To consider written requests for new DPI dispensations**

No written requests for new DPI dispensations had been received.

### **2122 69 To consider whether items on the agenda should be discussed in private session**

**RESOLVED:** Members decided that no items on the agenda should be discussed in private.

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## 2122 70 To confirm the Minutes of the Previous Meeting

**RESOLVED:** The Minutes of the Planning Committee meeting held on 28 June 2021, numbered 2122 52 – 2122 64 inclusive were confirmed.

The Committee Chair noted at this point that Kirklees Planners had refused the application for a 5G mast at New Mill Road which the Committee had objected to the previous month.

At this point, the Committee voted to move agenda Item 2122 80 up the order to here and voted to suspend standing orders so that members of the public could comment on issues pertaining to Hade Edge Intersection and the plans for its development.

## 2122 80 Hade Edge Road Intersection

Members of the public communicated that there had been little progress with the road scheme after eleven years, and road safety dangers needed better, ongoing management. Concerns were about suggested danger spots at the Boshaw Trout, Longley and Choppards Bank. There was disquiet about the 60mph speed limit for much of the road down to Holmfirth with narrow pavements, poor sightlines for people joining the main road, difficulties with pedestrian crossing, and poor, weathered and unclear signage. There were concerns about the traffic dangers to schoolchildren and about the increase in road users due to the new pub. Speakers wanted further consideration by planners into reducing the speed limit to 30mph down into Holmfirth, and a 20mph zone when school was in attendance.

Members considered how the Parish Council could engage with local people and Kirklees Council regarding plans to develop the road intersection at Hade Edge opposite the Boshaw Trout pub.

**RESOLVED:** The Committee voted that the Committee Chair and the Deputy Clerk would work together to send a letter on behalf of the Parish Council to Kirklees Highways outlining the issues raised by local residents, suggesting a two stage plan for the scheme, and asking for an Officer from Highways to attend an informal, private meeting with Planning Standing Committee Members to answer questions and discuss the scheme, and to thence discuss with the Officer the possibility of holding a public meeting in future.

## 2122 71 Completed Planning Applications Lists

**NOTED:** The Planning Committee noted List 2122/03 updated with the views of the Committee.

## 2122 72 New Planning Applications – Kirklees Council

Members considered new or amended applications received by Kirklees Council from 21 June 2021 to 20 July 2021 inclusive – List 2122-04.

During this item, Cllr Wilson declared a personal interest in planning application 2122-04-09.

**RESOLVED:** That the Standing Committee's comments on the above applications be forwarded to Kirklees Council by the Deputy Clerk.

## 2122 73 Kirklees Council – Planning Officers' Decisions

**NOTED:** The Planning Standing Committee noted the list of Decision Notices issued by Kirklees Council for the period 21 June 2021 to 20 July 2021 inclusive.

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## 2122 74 Neighbourhood Planning

The Chair of the Neighbourhood Plan Steering Group reported that the final examiner's report had been issued, modifications to the Holme Valley Neighbourhood Development Plan had now been completed by our planning consultant, Kirkwells. The Plan cannot be published yet until it has been through the Peak District National Park and Kirklees Council cabinet meetings. Kirklees Council has to add in a number of maps to the final plan. After approval by the two primary authorities, a date can be agreed for the public referendum which is likely to be the end of October. The Steering Group Chair will ask the Parish Council to allow the Planning Committee to oversee the engagement with the local public on the referendum and its publicity.

## 2122 75 Peak District National Park Authority

Members were unable to find the Peak District National Park Authority Supplementary Planning Document on the Conversion of Historic Buildings.

**RESOLVED:** Members could forward any comments on this Document to the Chair to forward onto the Peak District National Park Authority.

## 2122 76 Engaging with the community regarding local planning applications

Cllr Hogley reported on the progress of a locally funded project by Create Streets regarding identifying key features valued in the Holme Valley as a way to develop a simple tool to encourage more community engagement and comment on local planning developments. Key features included things like buildings having a sense of "belonging", being in proportion, accessibility, and sustainability, for example, which would help developers. Cllr Hogley hoped that the Parish Council would support the initiative.

**RESOLVED:** Cllr Hogley would circulate a Powerpoint presentation to Members from Create Streets.

## 2122 77 Notice of Public Path Modification Order Footpath 60 - Wolfstones

**NOTED:** Members noted the Map Modification Order for Footpath 60.

## 2122 78 Oldham Council Local Plan

Oldham Council had invited the Parish Council to contribute to the consultation on their Local Plan.

**RESOLVED:** The Committee resolved that the Deputy Clerk should thank Oldham Council for their inviting us to the consultation and refer them to the Parish Council's Neighbourhood Development Plan.

## 2122 79 Kirklees Council Local Plan Supplementary Planning Documents - Batch 2

**NOTED:** The Committee noted Kirklees Council's adoption of its Local Plan Supplementary Planning Documents - Batch 2.

The meeting closed at 8.22PM

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Chairman

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## Draft Minutes of the Extraordinary Council meeting held on MONDAY, 26 JULY 2021 at Hade Edge Band Room

**Present:** Cllr Michael Pogson, Chairman

**Members:** Cllrs M Blacka, J Brook, M Bustard, P Colling, J Dalton, P Davies, S East, R Hogley, S Sheard, A Wilson

### Public Question Time

The Chairman welcomed Members and eleven members of the public to the extraordinary meeting of the Parish Council. Six members of the public wished to speak during the open session. Given the number of people that wished to speak, the Chairman proposed that the Public Session be extended.

**RESOLVED:** Members voted that Public Question Time be extended to allow everybody to speak for three minutes who wanted to speak.

- 1) A Netherthong resident impacted by the event spoke of his opposition to the recent Yorkshire Motorsport Festival. The resident was concerned that no environmental impact study had been done and felt that the Parish Council should not have supported an event which undermined its stated commitment on climate change. He was also concerned regarding the lengthy road closures and congestion and remarked that a thorough risk assessment needed completing to better manage the access of emergency and health services to homes subject to road closure. He further noted the lack of local companies involved in the festival.
- 2) A Meltham resident made the point that the majority of the Motorsport Festival was within the Meltham boundary, but organisers had not approached Meltham Town Council. The people of Meltham were, he said, disappointed by the lack of publicity about the festival, but a majority of them was, he considered, supportive of it. He felt that organisers would learn from this year's smaller event, and he hoped to work with the Festival to make sure that future events were safe, environmentally friendly, and supported local business.
- 3) A resident of Wolfstones was especially concerned, he said, regarding the very limited information from organisers about the event. The resident said that there was no official notification that the event was going to take place, and not enough detail of how it would affect local people. Prior consultation had been inadequate and there had been little opportunity for residents to raise concerns. This person's main issue was about access to and from his home over the duration of the festival, and the length of the road closures. Positively, this person did report that organisers paid for the transportation and livery of the family's horses. He also reported that people at the field events were clearly enjoying themselves, but that few people were watching the road race/hill climb. He suggested the road race be abandoned and for the Festival to concentrate on the field event and the musical festival.



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- 4) A fourth person who lived directly on the racetrack was concerned that Kirklees Council had not consulted with people affected by the race. The race, he said, ran quite well other than the noise aspect. He described the noise as “astounding” and opined that if it goes ahead in future, cars should not run open exhausts. Organisers needed to make sure that cars had a noise test and levels were at a lawful level. He said that the Festival should pay a fee to Holme Valley Parish Council which the Parish Council should spend to the benefit of the local area. On a positive note, it was reported that the Festival had donated to a charity as a good will gesture for local people’s co-operation, and the festival site had been cleaned up well.
- 5) A fifth person thanked the parish council for holding a meeting to discuss a contentious issue. This person lived 200m from the track. He said he was angry that an event such as this was being held in a fragile, rural setting. He asked the Parish Council to reflect on its commitment to the climate emergency and questioned whether such an event undermined the Council’s affirmed aim to be carbon neutral by 2030. Closing rural roads to a car race for the benefits of a private business was fundamentally wrong. Safety concerns were expressed regarding the lack of pavements on the walk to the showground. The event, he said, had a negative impact on hundreds of people but consultation was poor. The respondent had received no information until a day before the event. This was, he said, in contravention of the event licence.
- 6) A sixth person was keen to emphasise the impact of the festival on biodiversity. The landscape around the Festival site was a haven for wildlife and the Festival should not have been allowed to go ahead because of its impact on the natural environment, flora and fauna. This person was confused why Kirklees would grant a licence to this type of event especially without a comprehensive environmental impact assessment. It benefited, she said, only the organisers and a small demographic of auto-enthusiasts. She was unsure of the local economic benefit as local businesses were not significantly involved. She asked the Parish Council to withdraw further support from the event.  
At this point, the Chairman asked if other people wanted to speak.
- 7) A seventh respondent, from Netherthong, endorsed Cllr Bustard’s report, and was critical of the road-race which he said was not a hill climb. The race was created, he said, for the organisers not for local people, and continuing to promote petrol cars is inappropriate. Instead, we should be promoting sustainable events like the Tour de Yorkshire.
- 8) A Councillor from the Netherthong ward spoke as a member of the public. He reported that a big issue was a lack of consultation especially with those directly affected by the event. It was, he said, difficult to get information from Kirklees on what was happening and that local people had very real concerns regarding access to and from their properties whilst the road was closed for 6 days.

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### **2122 32 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014**

As Local (Parish & Town) Council meetings can now be recorded, the Chairman checked if anybody wished to record the meeting, to ensure reasonable facilities could be provided. No one did. The Officer was making an audio recording of the meeting for upload to the Parish Council's YouTube channel.

### **2122 33 To accept apologies for absence**

Apologies for absence were received from Cllr K Bellamy, Cllr T Bellamy, Cllr RP Dixon, T Dixon, Cllr Gould, Cllr Greaves, Cllr Hall and Cllr Roberts.

### **2122 34 To receive Members interests in items on the agenda and to consider any written requests for new DPI dispensations**

None were received.

### **2122 35 To receive Officer's interests in items on the agenda.**

None were received.

### **2122 36 To consider whether any items on the agenda should be discussed in private.**

**RESOLVED:** Members resolved that no agenda items should be discussed in private.

### **2122 37 To approve the draft Minutes of recent meetings.**

Members considered the draft minutes of the Annual Council Meeting held on 12 July 2021. A Councillor for Netherthong asked for some amendments. Firstly, regarding his comments during the Open Session on a planning application for a 5G mast, the Councillor wanted the minutes to be amended to include a precise location of the proposed mast and to acknowledge that the views he disclosed of opposition to the mast were shared from testimony of local residents rather than them being the Councillor's own views. Secondly, the Councillor asked that under 2122 27 regarding a grant application by Honley Show it be recorded in the minutes that Honley Show Society Ltd is a limited company. The Deputy Clerk said he would make the amendments.

**RESOLVED:** Notwithstanding these amendments, the Parish Council approved the draft minutes of the Annual Council Meeting held on 12 July 2021 numbered 2122 09 to 2122 31 incl.

**RESOLVED:** The Parish Council approved the draft minutes of the Publications and Communications Standing Committee meeting held on 5 July 2021 numbered 2122 01 to 2122 16 incl.

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## 2122 38 Schedule of Payments

Members considered approval of new payments, - highlighted in yellow, - in the month-to-date Schedule of Payments for July 2021.

**RESOLVED:** The Parish Council approved the new payments.

## 2122 39 Neighbourhood Plan Update

The Chairman of the Neighbourhood Plan Steering Group reported on developments. The Holme Valley Neighbourhood Plan had completed its independent examination and the Examiner had issued his final report containing his modifications. The Examiner had stated that *"With the modifications in place the Holme Valley Neighbourhood Development Plan will meet the Basic Conditions and can proceed to a Referendum."* The Parish Council's Planning Consultant had made the required modifications and the modified Plan will go to the Peak District National Park Authority's Planning Committee on 6th August and to Kirklees Council's Cabinet on 31st August for their endorsement so that it can go to Referendum. The referendum should take place within 56 days of the Cabinet decision, or a date agreed with Holme Valley Parish Council. It is therefore likely the referendum will be held at the end of October, and this will be the opportunity for residents of the Holme Valley to decide whether to adopt the Plan so its policies thereafter inform local planning decisions.

**NOTED:** Council noted the Chairman of the Neighbourhood Plan Steering Group's report.

**NOTED:** Council noted that the Planning Committee would continue to oversee the final stage of the Neighbourhood Development Plan and undertake any publicity to inform the residents about the referendum once the modified plan has been endorsed through the local planning authorities and can be published.

## 2122 40 Yorkshire Motorsport Festival

Cllr Bustard thanked the Parish Council for holding this Extraordinary Council Meeting. He explained his background in largescale events planning and consultation. Cllr Bustard gave a spoken precis of his report on the organisation of the 2021 Yorkshire Motorsport Festival event. Cllr Bustard's concern was that the planning for the event had been rushed and there was too short notice for arrangements to be thorough. He expressed concern that there was no event management plan and no risk assessment. Stakeholders, he said, should also expect provision of 1) a business and residents engagement plan, 2) a traffic management plan, 3) a socio-economic impact study. Conditions of the Festival's licence were that the organisers had to fully consider the likely impact of event on the local community, the potential economic and other benefits, and any other information the Council thinks is relevant. Cllr Bustard felt that these conditions had not been met. He felt that local opinion had not been adequately sought and the arrangements to involve local people and the Parish Council were insufficient. Residents affected by the event had not, he said, received information on the event and how they would be affected in good time and, even then, detail was lacking. Cllr Bustard proposed that Holme Valley Parish Council withdraws any support, explicit or implied, for the Yorkshire Motorsports Festival and requested that Kirklees Council and Motorsports UK revoke licenses for hosting future events.

The Chairman asked if other Councillors wanted to comment on Cllr Bustard's report, the event or the motion.

A Councillor for Netherthong thanked Cllr Bustard for his presentation. He clarified that local firms had been involved with the event. He had received positive feedback from people attending the event, - that it had been a good day out despite the absence of the music festival festival. This Councillor said he had no problem with the event itself but did have issues with the quality of consultations about it.

A Councillor from Holmfirth Central said it was helpful to hear from members of the public about their experiences of the Motorsport Festival. The Councillor said that, clearly, many people immediately impacted by the event had had a poor experience of the festival and its planning due to ineffective consultation and communication. Lots of mistakes had been made. Living close to the event showground, she felt that the length of road closures was excessive, and she rued the lack of provision of e-buses and other public transport to the site. But she was aware that the pandemic had compromised aspects of the event planning. She felt that the organisers should recognise the noise and other disturbance and commit to offset the environmental impact which had been calculated at 41,000kg carbon generated. On the other hand, the Councillor spoke in support of a festival. The Holme Valley is, she said, a tourist destination, and a significant part of the Valley economy involves the promotion of walking, cycling *and* driving into and around the locality. The Holme Valley also markets itself, informally or otherwise, as a festival location. Motorsports can be seen as more detrimental and have more pollutants, but all festivals carry an increased carbon footprint due to the miles driven by visitors. The Councillor felt a detailed cost-benefit analysis needed to be undertaken of the Festival. To that end, the Councillor said she hoped that the Parish Council could work constructively with organisers, and would give feedback to the forthcoming, post-

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event review between Kirklees Council and organisers drawing attention to the local community impact.

A Councillor for Wooldale clarified that there was no commercial contract between Kirklees Council and the event organisers, only a memorandum of understanding. The Councillor reported that a number of successful site inspections, - infection control, environmental health, COVID, - had taken place whilst the Festival was in progress. West Yorkshire Police were also involved and happy with arrangements. The Councillor reported that the Parish Council's Climate Emergency Committee had not had a stand at the Festival but that a partnership organisation, Zero Carbon Yorkshire, had had a stall there and engaged with 90 festival goers on environmental issues. The Councillor also opined that stakeholders had not yet got a full view of all the people of the Holme Valley on the event. Nevertheless, he felt there were clear lessons to be learnt about more effective communication and consultation, and he hoped that the Parish Council would work with organisers and Kirklees Council to make sure that the voices of residents are heard in discussions. The Councillor hoped that future events would deliver a festival which benefits the Holme Valley without unnecessarily inconveniencing people. This would be part of the debrief on the Festival between the Festival organisers and Kirklees Council on the 4<sup>th</sup> September. And, he continued, if it becomes apparent during discussions that future Motorsport Festival projects are not viable, then they would not happen, but that we should try at the outset to work proactively with stakeholders to try to make future events successful for the Holme Valley.

A second Councillor for Wooldale spoke against the hill climb which he felt was dangerous, and that correct and proper procedures had not been followed.

Communication, he said, had been bad. The contract signed by the Festival organisers stated that the event had the full support of the Parish Council but this was, the Councillor said, never the case and express support of the event had never been debated or approved by the Parish Council.

A Councillor for Honley Central and East felt that, due to the Parish Council declaring a Climate Emergency, it should not support a Festival which promotes the uses of fossil fuels. She argued that the Parish Council should not countenance backing the Festival and that it was ecologically and environmentally unsupportable.

Cllr Bustard concluded that he was concerned that future planning for the Motorsport Festival spoke of 30000 people attending the event. This he felt was unmanageable and unsustainable. The Councillor reported that the event licence says that the event has the full support of Holme Valley Parish Council. With this in mind, he asked that the Parish Council withdraw all support until we have all the information we need to make an informed decision on future arrangements for the Festival.

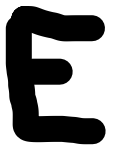
There was a lengthy discussion between Councillors about the wording of the proposed motion, and of the wording of proposed amendments to the motion. The eventual amended motion was that "Holme Valley Parish Council withdraws support, explicit or implied, for the Yorkshire Motorsport Festival until such a time as we are satisfied that all legislation, guidance and best practice with regard to the event are met."

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**RESOLVED:** The amended motion was passed. The Deputy Clerk would write a letter to Kirklees Council and to the organisers of the Yorkshire Motorsport Festival communicating the nature of the discussions at the meeting of the Parish Council and to outline the final resolution of the Parish Council, to wit, - Holme Valley Parish Council withdraws support, explicit or implied, for the Yorkshire Motorsport Festival until such a time as we are satisfied that all legislation, guidance and best practice with regard to the event are met.

**Close of Meeting 940pm**

Signed .....  
**Chairman**



## DRAFT MINUTES OF THE PLANNING STANDING COMMITTEE HELD IN HADE EDGE BAND ROOM MONDAY 23 AUGUST 2021

Those present:

Chairman: Cllr M Blacka

Councillors: P Colling, T Dixon, R Hogley, A Wilson

Officer: Mr R McGill (Deputy Clerk)

Also present: Jen McIntosh (Clerk)

### Welcome

Cllr Blacka welcomed Councillors and seven members of the public to this meeting of the Planning Standing Committee. Six members of the public were in attendance with regard to Item 2122 94 - Concerns of local residents regarding speeding and noise pollution, Woodhead Road Holmbridge to Holme.

The Chair asked that Members approve that standing orders be suspended when that agenda item was to be considered so that members of the public could speak directly ahead of the item.

**RESOLVED:** The Committee resolved that members of the public could speak directly ahead of item 2122 94.

The Chair asked that Members allow the agenda order to be changed so that Item 2122 94 could be heard at its earliest possible time, - that is, after Item 2122 87.

**RESOLVED:** Members voted to allow a change to the running order so that 2122 94 is considered out of sequence.

### Open Session at Planning

The Chair introduced the Open Session.

One member of the public was in attendance to discuss the revised submission of a planning application for a 5G mast on New Mill Road, Wooldale. The respondent reported that the application involved reducing the height of the mast from 18m to 15m. In all other specifications the application was identical to the one opposed by the Parish Council and refused by Kirklees. The petitioner proposed that the amendment to the plan still did not meliorate the incongruous and intrusive aspect of the mast at the location proposed. Moreover, in the earlier application for the 18m mast, the developer had stated that, at 18m, the height of the pole had been kept to the absolute minimum capable of providing the required essential 5G coverage. Yet the applicant had now submitted a plan for a smaller mast. He asked that the Parish Council oppose the application when it comes before the Committee.

Cllr Hogley felt that the reduction in height was inadequate given the obtrusive character of the proposed mast. The Councillor recognised that there is a challenge to communities in that offering better web coverage to rural areas involves an infrastructure of overly conspicuous structures. She felt that developers should be working with rural groups to design, deliver and locate masts which are less prominent and more sensitive to surroundings.

The member of the public responded that he hoped that developers would plan to locate masts away from existing homes and camouflaged by trees.

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**2122 81 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014**

Council meetings can now be recorded.

**RESOLVED:** The Officer was recording the meeting in audio format for upload to the Parish Council's YouTube channel. No one else asked to record the meeting.

**2122 82 To accept apologies for absence**

Cllr Gould and Cllr RP Dixon had tendered apologies.

**RESOLVED:** Apologies were approved by the Committee.

**2122 83 To receive Members' and Officers' disclosable personal and pecuniary interests in items on the agenda**

Cllr Hogley communicated that she had a personal interest in planning application 2122-05-13 under agenda Item 2122 89.

**2122 84 To consider written requests for new DPI dispensations**

No written requests for new DPI dispensations had been received.

**2122 85 To consider whether items on the agenda should be discussed in private session**

**RESOLVED:** Members decided that no items on the agenda should be discussed in private.

**2122 86 To confirm the Minutes of the Previous Meeting**

**RESOLVED:** The Minutes of the Planning Committee meeting held on 7 June 2021, numbered 2122 36 – 2122 51 inclusive were confirmed

**2122 87 Election of a Vice Chairman**

Members considered election of a Vice Chairman of the Planning Standing Committee.

**RESOLVED:** Councillor T Dixon was elected as Vice Chairman of the Committee.

At this point, Members approved changing the agenda running order to allow testimony and discussion on Item 2122 94.

**2122 94 Concerns of local residents regarding speeding and noise pollution Woodhead Road Holmbridge to Holme**

Four members of the public, one of whom is a Parish Councillor, spoke with regard to vehicular nuisances on a section of Woodhead Road from Hinchliffe Mill to Holme village which were impacting on residents' quality of life.

A first member of the public, who is conducting a public petition about the current situation, emphasised that she was concerned about vehicle noise, fumes, vehicle speeding and pedestrian safety. She asked for support for a 20mph zones in the villages from Hinchliffe Mill to Holme, additional traffic calming measures and a removal of the 60mph limit for the carriageway up to Holme. She asked that the Parish Council Climate Emergency Committee be involved regarding pollution issues.

Contd



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A second member of the public reported that due to the pandemic large gangs of motorcyclists were habitually using local routes for recreational purposes. She was concerned that roads were unsafe noting that there are no pavements between Holmbridge and Holme. She pointed out that users of a nursery and playschool on the route are at risk, as are children walking to school, other pedestrians and dogwalkers on the main road. She asked for planners to consider road calming measures so that everyone has to slow, and for a survey to be undertaken of the issues.

A third resident commented on his experiences in other parts of Kirklees where extended 20mph zones were effective. He asked for the village centres, - Hinchliffe Mill, Holmbridge and Holme, - to be 20mph zones. He asked that the Committee reinforce the undertakings of the Holme Valley Neighbourhood Development Plan to promote safer, slower zones. He hoped that the Parish Council would communicate with Kirklees on behalf of the petitioners to get something done.

As an aside, this person also took the opportunity to comment that he hoped that Holmfirth Market Hall would be retained rather than demolished, and asserted that demolition of functional buildings is detrimental to the environment.

A Councillor, present as a member of the public, said that he was enthused by the numbers of people who had come to discuss issues. He reported that the fashion for sports cars with mufflers featuring intentional exhaust backfires was a nuisance for people living close to main roads like Woodhead Road. He spoke that evenings from 2230-2300 seem to encourage racing by road racers revving their engines excessively. He was concerned that children walking to school were at risk. Cyclists were also noisy from 5am onwards shouting out to each other. As a former, ambulance driver this respondent spoke against traffic calming measures that involved having to slow over a hump in the road. The Councillor also spoke about the need for better wheelchair access between Hinchliffe Mill and Holmbridge and better solutions for household waste disposal measures.

A Councillor responded to the testimony of members of the public. She hoped that the Neighbourhood Development Plan would assist in the creation of safer zones with lower speeds in the residential areas of the Holme Valley. She felt this would not apply to the non-residential section of the carriageway between Holmbridge and Holme. But she responded that Honley has a successful 20mph zone. She also reported on the use of white-painted pedestrian walkways on rural roads like New Road in Holmfirth as another option.

A member of the campaign reported that a meeting had been arranged with Kirklees Highways on 8<sup>th</sup> September. The petitioner asked for the support of the Parish Council with the ongoing campaign.

The Councillor for Hepworth reported that he hoped that Kirklees would support the creation of more, safer 20mph zones.

A member of the public stated that traffic calming through using pinch-points should be considered as should installation of a speed camera.

A Councillor for Upperthong commented on problems with echoing noise pollution across the Valley.

Members considered any further actions at this stage.

**RESOLVED:** Members resolved that the Committee Chair would meet with campaigners to gather a comprehensive list of issues. The Chair and Deputy Clerk would thereafter draft a letter of response to Kirklees Highways.

### **2122 88 Completed Planning Applications Lists**

**NOTED:** The Planning Committee noted List 2122-04 updated with the views of the Committee.

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## 2122 89 New Planning Applications – Kirklees Council

Members considered new or amended applications received by Kirklees Council from 20 July 2021 to 17 August 2021 inclusive – List 2122-05.

**RESOLVED:** That the Standing Committee’s comments on the above applications be forwarded to Kirklees Council by the Deputy Clerk.

## 2122 90 Kirklees Council – Planning Officers’ Decisions

**NOTED:** The Planning Standing Committee noted the list of Decision Notices issued by Kirklees Council for the period 20 July 2021 to 17 August 2021 inclusive.

## 2122 91 Neighbourhood Planning

The Chair of the Neighbourhood Plan Steering Group reported that the Neighbourhood Plan with its required modifications following the inspector’s report was being recommended to Kirklees Council Cabinet by Kirklees Officers on the 31<sup>st</sup> August. Kirklees Council will be asked to approve 1) the fact that the plan with its modifications should progress to referendum 2) that the date for referendum would be Thursday 4<sup>th</sup> November, and 3) that the question of the referendum will be “Do you want Kirklees Council and the Peak District National Park Authority to use the Neighbourhood Plan for the Holme Valley Neighbourhood Area to help it to decide planning applications in the Neighbourhood Area?” The Plan, once through Cabinet, will be published on the Parish Council website and on the Kirklees Council and Peak District National Park Authority websites.

The Chair of the Neighbourhood Plan Steering Group suggested that the Parish Council should consider a process whereby the referendum was publicised to all the people of the Holme Valley via a mailshot. This would say what the Neighbourhood Development Plan is, that it had taken 5 years to develop, and state that it is a good idea for people to take the time to vote.

**RESOLVED:** The Committee Chair, the RFO and the Steering Group Chair would work to develop this proposal as a motion for a subsequent Committee meeting.

## 2122 92 Peak District National Park Authority

**NOTED:** Members noted the list of Decision Notices issued by the Peak District National Park Authority for the period 21 June 2021 to 17 August 2021 inclusive.

## 2122 93 Further pre-planning consultations for a 15m tall 5G mast on New Mill Road

The Parish Council had recently objected to plans for a development of an 18m mast at this site. Kirklees Planning had refused it. This pre-planning consultation was an amended application with the height of the mast reduced by 3m to 15m.

**NOTED:** The Parish Council noted the pre-planning consultations.

**RESOLVED:** The Deputy Clerk would write to the developers to express continuing concerns with regard to the location and height of the mast especially given that, in the previous application, developers had said the 18m height was the optimum height for functionality. The developer needed to give consideration to more creative solutions and more sympathetic designs, - like those developed for areas like national parks and heritage areas.

# Holme Valley Parish Council

## 2122 95 Hade Edge Road Intersection

**NOTED:** Members noted the letter from the Parish Council to Mark Scarr, the Kirklees Head of Highways regarding the road intersection at Hade Edge opposite the Boshaw Trout pub. Mr Scarr had arranged for a Kirklees Highways officer, Liz Twitchett, - the Operational Manager for Road Safety, - to attend an informal meeting with Councillors immediately prior to this meeting. Unfortunately, she had suffered bereavement and so had not been able to attend. The Deputy Clerk will rearrange for a future meeting. Members resolved that a Zoom meeting with the Officer might be suggested to Highways if it would facilitate the process.

## 2122 96 Proposed diversion to Footpath 135

Members considered how the Parish Council would respond to a consultation on a proposed diversion of Footpath 135 at Far Mount, Intake Lane, Fulstone.

**RESOLVED:** The Committee resolved that the Deputy Clerk should communicate that the Parish Council was in support of the diversion.

## 2122 97 Planning Committee Members to review applications for wards without representation

The Committee considered which of them would specifically review planning applications in wards without Member representation on the Committee for Council year 2021-22.

**RESOLVED:** Arrangements were approved as below.

Ward	Ward Councillor/s	Committee Member 20-21	Committee Member 21-22
Brockholes	Cllr Pogson	Cllr Pogson	Cllr T Dixon
Fulstone	Cllrs Firth, Hall	Cllr T Dixon	Cllr T Dixon
Hepworth	Cllr T Dixon	Cllr T Dixon	Cllr T Dixon
Holmfirth Central	Cllrs Bustard, Hogley	Cllr Hogley	Cllr Hogley
Honley Central & East	Cllrs Colling, Lockley, Sheard	Cllr Colling	Cllr Colling
Honley South	Cllr Sweeney	Cllrs Colling, Pogson	Cllr Colling
Honley West	Cllr East, Greaves	Cllrs Colling, Pogson	Cllr Colling
Netherthong	Cllrs Dalton, Roberts	Cllr Gould	Cllr Gould (Cllr Blacka)
Scholes	Cllrs Blacka, RP Dixon	Cllrs Blacka, RP Dixon	Cllrs Blacka, RP Dixon
Upper Holme Valley	Cllrs K and T Bellamy	Cllr Hogley	Cllr Wilson
Upperthong	Cllrs Carré, Wilson	Cllr Hogley	Cllr Wilson
Wooldale	Cllrs Brook, Davies, Gould	Cllr Gould	Cllr Gould (Cllr Blacka)

## 2122 98 Death of Rob Dalby, Kirklees Parks and Green Spaces Manager

**NOTED:** Following the death of Kirklees Parks and Green Spaces Manager, Rob Dalby, who we regularly consulted on the green lanes and byways of the Holme Valley, the Committee noted the email from Colin Parr in response to the Parish Council's message of sympathy, and thanked the Deputy Clerk for sending the note of condolence to Colin Parr.

The meeting closed at 8.55PM

.....  
Chairman

## DRAFT MINUTES OF THE FINANCE & MANAGEMENT COMMITTEE MEETING HELD ON MONDAY 6 SEPTEMBER 2021.

Those present:

Chairman: Cllr P Colling

Councillors: Cllrs M Blacka, M Bustard, RP Dixon, S East, D Gould, C Greaves, R Hogley

Officer: Mr Rich McGill (RFO)

Also present: Mrs Jen McIntosh (Clerk)

### Public Question Time

There were two members of the public present.

A member of Honley Business Association was present to give a short presentation in support of its grant application. The Chair proposed that this presentation be given after the formal meeting agenda items had taken place after 2021 38.

**RESOLVED:** The Committee resolved that the applicant would give their report after Item 2021 138.

Another person present as a member of the public was a Parish Councillor, Cllr Gould, who attended with the intention of asking to join the Committee.

**RESOLVED:** The Committee voted to recommend Cllr Gould's membership of the Finance and Management Standing Committee to full Council.

### 2122 34 **Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014**

The Clerk was recording the meeting in video format and the recording will be available on the Parish Council's YouTube channel.

No-one else wished to record the meeting.

At this point, the Chair asked the Committee to approve moving the Apologies agenda item further down the order.

**RESOLVED:** The Committee approved moving the apologies down the order.

### 2122 36 **To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda**

None were disclosed.

### 2122 37 **To consider written requests for new DPI dispensations**

None had been received.

Two Councillors at this point said that they wanted to raise some points in open session so the Chair re-opened the Public Question Time.

# Holme Valley Parish Council

## **Public Question Time reopened**

A Councillor speaking as Chair of the Holmfirth Christmas Team wanted clarification that the Christmas Team should apply for a grant for its Christmas lights via the Service Provision Standing Committee. This was confirmed.

The Chair suggested that, in future, applications from Honley relevant to their Christmas displays should also be considered via the Service Provision Committee and some additional funding might be allotted to the Christmas Provision budget line to cover that. This arrangement would be considered at a subsequent meeting.

## **2122 40 Applications for Grants**

The Committee considered a grant application from Honley Business Association for £1000 towards Honley's Christmas Lights Switch-on event. The legal power for this would be Section 137 of the Local Government Act 1972.

**RESOLVED:** The award of a grant of £1000 to Honley Business Association towards the Honley Christmas Lights Switch-on was approved.

## **Public Question Time reopened**

A Councillor for Scholes speaking on behalf of constituents relayed concerns about the level of expenditure by the Climate Emergency Standing Committee. The Chair said that the respondent could raise this point when deliberations about budget-setting takes place over the autumn. The Councillor also tendered apologies for upcoming Council meetings.

The Chair returned to earlier agenda items which had been bypassed at this point.

## **2122 35 To accept apologies for absence**

Cllr Davies and Cllr Pogson had given apologies. The reasons for these apologies were approved by the Committee.

Apologies from Cllr Sweeney were not received until after the meeting.

Cllr Greaves arrived at 1914hrs.

## **2021 38 To consider whether items on the agenda should be discussed in private session**

**RESOLVED:** The Committee resolved that no items should be held in private session.

## **2122 39 To confirm the Minutes of the previous Committee meeting**

**RESOLVED:** Members approved the minutes of the Finance & Management Committee Meeting held on 14 June 2021, numbered 2122 18 to 2122 33 inclusive.

# Holme Valley Parish Council

## 2122 41 Grants Budget 2021-22

The Chair reported that, five months into the financial year, the Committee's Grants budget line was significantly underspent. Members considered how to manage this underspend.

**RESOLVED:** Councillors would send copies of the Parish Council's Expressions of Interest forms to community group in their wards. This would be reported on the website, Facebook and in the Holme Valley Review.

**RESOLVED:** Officers would review the grants pages on the Parish Council website to edit the content where the Community Assets Support Committee (CASC) was mentioned.

**RESOLVED:** Members resolved that the previously adopted plan to only review grant applications in September and in February would be suspended this year. Instead, applicants could apply for grants at any time in the current Council year, and grant applications could be reviewed at any meeting of this Committee in this current year. The next meeting was 22<sup>nd</sup> November. The deadline for grant applications would then be 8<sup>th</sup> November.

**RESOLVED:** The RFO would create a calendar of events around the setting of the budgets timetable.

Cllr Blacka commented that she felt that the climate emergency should be better targeted in the grants application process.

A Councillor was reassured that grant applications for emergencies would be treated as they arose.

**RESOLVED:** Information about the next grant cycles, - applications to be received by 8<sup>th</sup> November 2021 for review by Committee 22<sup>nd</sup> November 2021, - would go into the Holme Valley review and onto our website and Facebook page. All Councillors would be informed to pass on to local community groups about the need for grant applications to be in by 8<sup>th</sup> November 2021.

## 2122 42 Accounts for Payment

(1) **NOTED:** The Committee noted that the Chairman of Council had not used any of his Chairman's Expenses during his term of office so far. The former Chair used some expenses to fund leaving presents for the former Clerk. The former Chair was also to attend a function on behalf of the Parish Council in the place of the current Chairman and the costs from that would accrue to the Chairman's budget line which has been renamed Chairman's Expenses from Chairman's Allowance.

(2) **NOTED:** Members noted the completed Lists of Payments for May, June and July 2021.

(3) **NOTED:** Members noted that all payments in August were regular payments, bank standing orders or direct debits and were therefore approved under Council 2021 198, 199, 200. No transactions in August had needed special authorisation by the Council or this Committee, and were ordered by two signatures from mandated Councillors.

(4) Members considered the pending transactions on the Schedule of Payments for September 2021

**RESOLVED:** With regard to a payment to Kirklees Council for bins for £202.50 which did not have a budget line, it would be recommended to Council to vire this from the Finance and Management Grants budget line.

**RESOLVED:** The Schedule of Payments for the month-to-date September 2021 was approved.

The Chair pointed out that, with regard to next year's budget, Council had to reallocate a large sum (around £100,000) which could go 1) towards individual projects for next year, 2) could be earmarked for projects for future years 3) could go towards cutting the precept and therefore the charge to households.

Asked to report on the Financial Statements for recent months, the RFO/Deputy Clerk said that there was little significant to comment on other than the expenditure on the Civic Hall covered under 2122 44. This item was therefore covered before 2122 43.

# Holme Valley Parish Council

## 2122 44 Expenditure on Holmfirth Civic Hall Capital Projects July 2021

The RFO reported that two items of Community Assets Support Committee authorised expenditure paid in July, - for £30,000 and £10,000, - were effectively carried over from last year without specific provision in the 2021-22 budget. There was thence a shortfall in the budget. The money is in the bank, - the actual cash money does, of course, carry over; it is simply not in the working budget as it stands. The Deputy Clerk also explained how he had administratively made some amendments to how these payments were recorded against budget lines.

**RESOLVED:** Members resolved that the Committee would recommend to Council a virement from general reserves to the Holmfirth Civic Hall budget line 4310 of £40,000.

## 2122 43 Financial Statements

### i. For May 2021:

- (1) Bank Reconciliations All Accounts (to end 31 May 2021)
- (2) Cash Books All Accounts Receipts and Payments (to end 31 May 2021)
- (3) Trial Balance (to end 31 May 2021)
- (4) Detailed Income and Expenditure by Budget Heading (YTD Budget Report to end 31 May 2021)
- (5) Cash and Investment Reconciliation (to end 31 May 2021)
- (6) Earmarked Reserves (to end 31 May 2021)
- (7) VAT Return quarter to date

**NOTED:** Members noted the accounting summaries for May 2021.

### ii. For June 2021 (J):

- (1) Bank Reconciliations All Accounts (to end 30 June 2021)
- (2) Cash Books All Accounts Receipts and Payments (to end 30 June 2021)
- (3) Trial Balance (to end 30 June 2021)
- (4) Detailed Income and Expenditure by Budget Heading (YTD Budget Report to end 30 June 2021)
- (5) Cash and Investment Reconciliation (to end 30 June 2021)
- (6) Earmarked Reserves (to end 30 June 2021)
- (7) VAT Return – full quarter

The RFO reported that the VAT return for the first quarter was submitted with £403.17 to be repaid to the Parish Council. This had been received from HMRC 3rd August 2021.

**NOTED:** Members noted the accounting summaries for June 2021.

### iii. For July 2021 (K):

- (1) Bank Reconciliations All Accounts (to end 31 July 2021)
- (2) Cash Books All Accounts Receipts and Payments (to end 31 July 2021)
- (3) Trial Balance (to end 31 July 2021)
- (4) Detailed Income and Expenditure by Budget Heading (YTD Budget Report to end 31 July 2021)
- (5) Cash and Investment Reconciliation (to end 31 July 2021)
- (6) Earmarked Reserves (to end 31 July 2021)
- (7) VAT Return quarter to date

**NOTED:** Members noted the accounting summaries for July 2021.

# Holme Valley Parish Council

A Councillor queried the high cost of insurance against budget. The RFO/deputy Clerk reported that this was due to the Parish Council paying for the insurance for Holmfirth Civic Hall upfront, and us only being reimbursed for that after Christmas.

The RFO further reported that there was a budgetary issue related to a payment of a grant of £5000 to Holmfirth Tech for toilets. Expenditure had been approved by CASC and the payment approved by Council but it had not been identified which budget line or reserve the payment was to come from. This might have been either the 4315 Other Community Assets budget line or the 333 EMR Holmfirth Tech.

**RESOLVED:** Members resolved that the Committee would recommend to Council a virement from 333 EMR Holmfirth Tech to cover this expenditure.

2122 45

## Implications of the disbanding of the Community Assets Support Committee (CASC)

The Chair reported that the Community Assets Support Committee has recently been disbanded. Responsibilities of that Committee would be re-distributed to other Committees, significantly the Finance and Management Committee for grant-related matters and the Service Provision Standing Committee for oversight of owned community assets such as Holmfirth Civic Hall, Honley Library and Holmfirth Toilets. Members considered arrangements as to which Standing Committee has oversight of the different CASC budget lines and earmarked reserves (EMR).

4300 Honley Library  
4310 Holmfirth Civic Hall – projects  
4315 Other Community Assets  
4320 Public Toilets - day-to-day service  
4325 Public Toilets – lettable space

323 EMR Community Assets – others in the valley  
331 EMR Holmfirth Public Toilets  
332 EMR Honley Library  
333 EMR Holmfirth Tech

**RESOLVED:** The Committee Chair and RFO/Deputy Clerk would review the Scheme of Delegation to identify any anomalies or aspects where responsibilities were ambiguous. Any ambiguities would be referred to full Council for resolution.

**RESOLVED:** Members resolved that the RFO/Deputy Clerk would communicate with all Committee Chairs to ensure that approvals for expenditure included a statement on which budget line or earmarked reserve the expenditure was accruing to.

**RESOLVED:** The Committee resolved that the CASC budget lines set up for 2021-22 would continue as they stand and they would not be established under their new responsible Committees until next year's budget 2022-23.

2122 46

## Final accounts

**NOTED:** The Committee noted that the final accounts had been published and advertised as being available to view by local electors from 1<sup>st</sup> July to 11<sup>th</sup> August. No electors had asked to view the accounts.



# Holme Valley Parish Council

## 2122 47 Accountability and Governance and Accountability Return 2020-21

**NOTED:** The Committee noted that the Deputy Clerk had submitted AGAR parts 1 and 2, the Internal Audit Report, and all supporting documentation to the external auditor, PKF Littlejohn, after the publication of the accounts.

## 2122 48 Tenancies

Cllr RP Dixon offered the RFO/Deputy Clerk the opportunity to do a tour of the tenanted sites in the next two weeks.

**NOTED:** Members noted that all rental payments for the garages and allotments had been received. One payment of £20 still needed to be banked.

**NOTED:** Members noted that a rental payment for the shop in the Gartside Buildings had recently been received for the month of July. The RFO/Deputy Clerk had submitted the invoice for August. The shop was still paying in arrears. The Parish Council was still waiting for a meter reading of the electricity usage.

## 2122 49 Statement of Intent on Training

- To receive report of any training by Councillors and Officers since the last Finance and Management meeting.

Name	Training undertaken	Feedback
Cllr Blacka	Planning and Appeals	Some repetition but still useful particularly on appeals.
Cllr Wilson	Planning	Good content but slightly puzzling questions that did not relate to the training.
Cllr Colling	Finance for Councillors	A good basic introduction.
Cllr Colling	Finance and Accounts	Was not able to attend this training due to other Council duties.
Cllr Hogley	Committees, Sub-committees and Delegation	Useful course outlining the structure of the various levels of committee. Key learning points were that all committees need to be set up by the next level up and have terms of reference so Full Council appoints Standing Committees, Standing Committees appoint Sub-committees (provided Full Council gave them permission to do so in their own Terms of Reference). Sub-committees do not have to follow the same requirement for formal minutes, agenda etc. or be open to the public but best practice to do so. Sub-committees and working groups could be held online. Working parties can report into any level in the hierarchy but are 'task' and 'finish' groups so only suitable for projects, not ongoing tasks.
Cllr Blacka	Committees, Sub-committees and Delegation	This was really useful in bringing clarity around PC structures, in particular the place of the NDP Steering Group within the HVPC structure.
Cllr Wilson	Off to a Flying Start 1	Excellent with good networking with other new councillors.
Cllr Wilson	Off to a Flying Start 2	Excellent with good networking with other new councillors.
Deputy Clerk	A Guide to Broadcasting Council Meetings	Interesting though essentially an advert for companies supplying equipment to enable broadcasting/recording virtual meetings and hybrid meetings. Some Councils were doing hybrid meetings though they do not appear to be lawful currently.

# Holme Valley Parish Council

Cllr RP Dixon asked for thanks to be given to Members and Officers for feeding back on training and to the RFO/Deputy Clerk for getting the feedback.

## **2122 50 Financial Records for the website**

**NOTED:** Members noted that financial records for May, June and July 2021 had been uploaded to the Council website, accessible from Quick Links.

## **2122 51 Financial Internal Controls**

The Chairman reported that the Parish Council must make provision for financial records to be checked periodically over the course of the year. As Cllr Colling is Chair of the Finance and Management Committee, she is disallowed from undertaking checks on the Parish Council's financial transactions. Members considered who would take over this role.

**RESOLVED:** Cllr Bustard would undertake the role as the checker of internal financial controls.

## **2122 52 Budgets 2022-23**

**NOTED:** Members noted the RFO's report that Standing Committees, including the Finance and Management Standing Committee will need to prepare their Committee budget plans and requests in their upcoming autumn meetings (Council 11/10/2021; Climate Emergency SC 18/10/2021; Finance and Management 22/11/2021; Planning 01/11/2021; Publications and Communications 13/09/2021; Service Provision 20/09/2021). Extraordinary Committee meetings may need to be held if agreement is not reached in the upcoming meeting. Committee noted that the full Council meeting to agree the budget is set for 13 December 2021.

**NOTED:** Members further noted a report from the RFO/Deputy Clerk that, following the previous year's internal audit, it is recommended that the Parish Council should only hold 25% (3 months) of precept as general reserves. This was equivalent to around £75,000 pounds. The current general reserves were £185,000. This meant that the Parish Council needed to manage £100,000 plus of general reserves in forthcoming budget negotiations to meet the recommendation. Members were invited to reflect on how this might be managed via new projects for the year 2022-23, by earmarking reserves for future projects or by reducing the precept and household charges.

**NOTED:** Members noted that, at the November meeting of the Committee, Members will need to decide on whether to change the prices of tenancies (allotment plots, garages and the Gartside building). The RFO reported that the prices of the garages and allotment plots have not changed since 2014/15.

# Holme Valley Parish Council

## 2122 53 Banking matters

- **NOTED:** The Committee noted that the RFO/Deputy Clerk had not started to undertake the new applications for bank mandates for the Parish Council's various accounts. That will take place over the next month or so.

The RFO/Deputy Clerk reported that HSBC is no longer maintaining Community accounts like our current main bank account. The Parish Council will not be eligible for the replacement account which is designed principally for charitable organisations. The Parish Council's account will become a small business account with attendant monthly bank charges. Members considered, given this change to our account with HSBC and the monthly charge we incur from Handelsbanken, given further that HSBC does not allow certain services which would be of advantage to the Parish Council (business debit card; dual authorisation of payments), a suggestion from the RFO/Deputy Clerk for the Committee to establish a working group to look into future banking arrangements perhaps involving banks that offer more sustainable and ethical banking.

**RESOLVED:** The Committee resolved that Cllr Bustard and Cllr Gould would work with the RFO/Deputy Clerk to investigate alternative banking arrangements with banks that might be greener and more ethical, and may offer additional facilities and services that the Parish Council would welcome (debit card, dual authorisation of payments). A list of terms of reference, - essential and desired features of bank account arrangements, - would be drawn up.

**RESOLVED:** The Deputy Clerk would consult with other local Councils about their banking arrangements.

## 2122 54 Representation

There were no reports of representatives to outside bodies.

## 2122 55 Vice Chair of the Finance and Management Standing Committee

Members considered the election of a Vice Chair of the Committee.

**RESOLVED:** Cllr RP Dixon was elected Vice Chair of the Finance and Management Committee.

Cllr Colling thanked everyone for attending and their contribution and closed the meeting.

**The meeting finished 8.42PM**

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Chairman



## DRAFT MINUTES OF THE PUBLICATIONS & COMMUNICATIONS COMMITTEE HELD AT HOLMFIRTH CIVIC HALL ON MONDAY 14 SEPTEMBER 2021

Those present:

Chairman: Cllr J Brook

Members: Cllr M Bustard, Cllr R Hogley

Officer: Mr R McGill (Deputy Clerk)

### Welcome

### Public Question Time

Prior to the commencement of the business session of the Council, there was opportunity for an open session lasting 15 minutes, for members of the public to speak to the Council. No members of the public were present.

### 2122 17 **Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014**

As Local (Parish & Town) Council meetings can now be recorded, the Chairman checked if anybody wished to record the meeting, to ensure reasonable facilities could be provided.

The Deputy Clerk reported that the Parish Council has a YouTube channel to which the Officer uploaded videos of virtual Council and Committee meetings during the pandemic and lockdown. After we returned to face-to-face meetings, the Deputy Clerk tried using recording equipment we had bought to record meetings but the audio quality from the conference microphone-speaker was very poor. Hence, since the start of the 2021-22, the Parish Council has only recorded audio-only records of meetings which are then edited and uploaded to YouTube. At the 6<sup>th</sup> September meeting of the Finance and Management Standing Committee, the Deputy Clerk trialled recording a video of a meeting using a mobile phone on a tripod and that has come out reasonably well, and would be improved via better positioning of the camera. [This has been uploaded to the Holme Valley Parish Council YouTube Channel](#). Members considered whether to return to video recording and arrangements to facilitate recording.

**RESOLVED:** The Committee resolved that Officers would return to recording meetings by video using mobile phones in the Exhibition Room at Holmfirth Civic Hall. The Officers would experiment with the best way of setting up the camera/tripod.

### 2122 18 **To accept apologies for absence**

Cllr B Lockley had tendered an apology for absence.

**RESOLVED:** Members approved Cllr Lockley's reason for his apology.

### 2122 19 **To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda**

None were disclosed.

# Holme Valley Parish Council

## **2122 20 To consider written requests for new DPI dispensations**

None had been received.

## **2122 21 To consider whether items on the agenda should be discussed in private session**

**RESOLVED:** The Committee decided that no items needed to be discussed in private session.

## **2122 22 To confirm the Minutes of the previous Committee meeting**

**RESOLVED:** The Minutes of the Publications and Communications Committee Meeting held on 5 July 2021, numbered 2122 01 to 2122 16 inclusive were approved.

## **2122 23 Vice Chair of the Committee**

Members considered the election of a Vice Chair of the Committee.

**RESOLVED:** Cllr Mark Bustard was elected Vice Chair of the Publications and Communications Standing Committee.

## **2122 24 Events/Publicity/Anniversaries**

At the last meeting of the Committee, the Committee had said it would support Honley Show with regard to its centenary show.

**NOTED:** Regarding the centenary of the Honley Show, Members noted that the Parish Council had agreed to sponsor the Honley Show by paying for printing of their programme. Honley Show had thanked the Parish Council on Facebook and via the Holme Valley Review.

**NOTED:** Members noted the establishment of the Holme Valley Parish Council Centenary Award for handicrafts at the Honley Show. This is an award that is funded by Holme Valley Parish Council via the Publications and Communications Standing Committee. The trophy was designed by local sculptor, Mick Kirby Geddes.

**NOTED:** Members noted that the Chairman of the Parish Council was to present the Holme Valley Parish Centenary Award, as above, to the winner at the Honley Show.

Members considered the upcoming 75<sup>th</sup> anniversary of the Bolsterstone Male Voice Choir crash October 18<sup>th</sup> 1947 during which members of the choir were killed following a bus crash on Dunford Road in Holmfirth and how the sad event might be commemorated.

**RESOLVED:** Members resolved that the Deputy Clerk would write to Bolsterstone Choir inquiring whether the group had any plans for the commemoration of the tragedy, noting that previous commemorations had involved Hade Edge Band, and advising that it was very likely that the Parish Council would contribute to help with resourcing of any event or commemoration.

## 2122 25 HVPC signs and information

### Sign for the front of Holmfirth Toilets:

**NOTED:** Members noted that the Deputy Clerk has ordered a sign from Zest for Print in Meltham and will arrange for it to be affixed once received. The Officer will consult with Members about the positioning of the sign in due course.

### Proposed Banner for the Parish Council:

Members noted that the Parish Council has a pop-up banner for the Climate Emergency group.

Members considered the possibility of a similar pop-up banner or other format of banner to publicise the Parish Council at indoor or outdoor public events. Cllr Bustard said he had access to some banners stands that might be suitable for the purpose and would require only for the banner to be printed.

**RESOLVED:** Members resolved that Cllr Bustard would consult with the Deputy Clerk about the banner stands he has and that the Deputy Clerk would thereafter investigate the supply and cost of the printing of the banners.

## 2122 26 Council noticeboards

- i. **NOTED:** The Committee noted that the Deputy Clerk had updated the Parish Council's notice board at the Civic Hall to include 1) the map of Council wards with Councillors' photos, contacts and so on dated 2021-23, 2) list of new Committee chairs and responsibilities of Committees.  
The Deputy Clerk has also updated some other changeable content. The Deputy Clerk would replace the Great Big Green Week poster with information about the Climate Emergency Action Plan once the former event was over.
- ii. **NOTED:** Members noted that the Deputy Clerk has used the notice board at Holmfirth Toilets to promote events relevant to the climate emergency actions plan, - If it's Not Far, Leave the Car and The Great Big Green Week 18-26 September.

# Holme Valley Parish Council

## 2122 27 Press coverage

Holme Valley Review:

- i. **NOTED:** Members noted editions of Council News in the Holme Valley Review for [August 2021](#) and [September 2021](#). Members further noted that in the September edition, the Parish Council was also mentioned as sponsoring Honley Show regarding the programme and handicrafts prize.  
**RESOLVED:** The Committee resolved that the Deputy Clerk would contact Barnsley Chronicle about the outlets where the Holme Valley Review was available in paper form.
- ii. **NOTED:** The Committee noted the [Annual Report of Holme Valley Parish Council included in the September edition of the Holme Valley Review pp10-11](#) and thanked Officers and the Committee Chairs for their work on it.
- iii. Councillors considered articles for upcoming editions of the Holme Valley Review including the Christmas edition.  
**RESOLVED:** The Committee resolved that subjects for the upcoming editions were: 1) the Neighbourhood Plan referendum; 2) money we have available for grants to community groups; 3) some clarification about what grants are available for, - projects and events; 4) Christmas Message from the Chair; 5) award-giving at Honley Show, sponsorship of that event; 6) the Arts Festival to which the Parish Council paid a grant; 7) Christmas trees funded by the Parish Council in our locality; 8) short, biographical introduction to our new Councillors; 9) asking each Committee chair what that Committee needs publicising at that time.

The Officers would add an agenda item towards the end of each and every Council and Committee agenda asking Members what events or news they wish to publicise via the press, website and/or Facebook at that time.

## 2122 28 Holme Valley Parish Council website and social media

- i. Website:  
**NOTED:** The Committee noted the Deputy Clerk's report that new website content had consisted mainly of updating existing content, - new schedules of meetings, Councillor attendance record, news items, monthly accounts, grants, updates to the Annual Governance and Accountability Review, updates to Neighbourhood Plan pages, and so on. Committee also noted that the Deputy Clerk had recently asked all Committee Chairs and the Council Chairman to review the webpages pertinent to their committee or to the Council so that outdated information, - for example referencing the Community Assets Support Committee, - might be amended.

# Holme Valley Parish Council

ii. Facebook:

**NOTED:** The Committee noted the Deputy Clerk's report that he has made more use of Facebook regarding Parish Council business. The Deputy Clerk reported that there had been nice comments from Honley residents about the repair to a bench destroyed during a car crash. The commenter did not, however, realise the bench was a Parish Council bench, so the Deputy Clerk directed those commenting to our map of benches and other community assets and passed on thanks to the contractor who rebuilt the bench.

The Deputy Clerk had also shared posts from local partners or where the Parish Council had been thanked by community groups like the Holmfirth Bowling Club and Honley Show. The Deputy Clerk had also shared posts from Honley Youth, which the Parish Council has part-funded, regarding work they are doing providing opportunities for local young people.

As stated previously, the Deputy Clerk anticipates giving more time to social media if additional staffing hours take some administrative tasks away from him.

iii. YouTube:

**NOTED:** Members noted that the [Parish Council's YouTube channel](#) continued to function well and videos do have regular viewers who use the videos to keep up to date with Council business, but that numbers had dropped significantly since the Parish Council has gone to audio-only recordings.

## 2122 29 Recordings of Council meetings and Committee meetings

This item was deferred from the previous meeting.

The Deputy Clerk reported that he had attended online training [Guide To Broadcasting Council Meetings](#) on how to equip and run hybrid Council meetings where Members are present in the room and others "attend" via a video or audio link. The Deputy Clerk reported that the training was interesting though, as it was delivered by sellers of the equipment, the facilitators were reluctant to answer questions on the legality or illegality of hybrid meetings. YLCA tell us that hybrid meetings are currently illegal. People involved in the training video also said the same. There was discussion about whether members of the public could join and contribute to the public session before a meeting given that that is not legally a part of a Council meeting.

**RESOLVED:** The Committee resolved that, as the Public Session/Public Question Time at the start of the meeting is not legally a part of the meeting, that members of the public could "attend" via Zoom or another media platform. Officers would experiment with the best way of setting up the room for hybrid meetings. This might mean that the Public Session was recorded via Zoom and the rest of the actual, formal meeting by a camera.

The Deputy Clerk reported the Council would benefit from a purpose-made screen on which to project those attending via Zoom.

**RESOLVED:** The Committee resolved that the Deputy Clerk could spend up to £60 on a video screen.

**NOTED:** Members noted that fibre broadband had been installed in the Council Offices. Download speeds are 7 times as fast as previously. Upload speeds are 20 times as fast.



## 2122 30 Annual Awards

Members considered awards that are traditionally conferred by the Publications and Communications Standing Committee, - namely, the Tidy Trader awards and the Community Champions awards.

**RESOLVED:** Members resolved that the Tidy Trader awards would not be given out in the current Council year 2021-22.

**RESOLVED:** Members resolved that Community Champions awards would be awarded to individuals and groups going “above and beyond” in their support to the people of the Holme Valley community during the pandemic 2020 and 2021. The Deputy Clerk would ask for nominations, - up to a maximum of two, - from each Councillor with Councillors giving full reasons for their nominations. The numbers of awards to be given out would depend on the deservedness of the submitted nominees with some flexibility being allowed through recourse to the Special Projects budget if necessary. No awards were given out last year, so the budget was carried over into general reserves. The Deputy Clerk would send out an email to Councillors with an instruction that nominations should be returned before the end of October. The awards themselves would be given out before the Council meeting 31<sup>st</sup> January 2022.

**RESOLVED:** The Committee further resolved that Officers and Members would investigate options for a community-focused, larger-scale sculpture or display through which people of the Holme Valley could express thanks to the local community for its public service during the pandemic. This might take the form of a structure, - like a tree, for example, - to which in some way to hang or, otherwise, attach expressions of thanks.

## 2122 31 Hi-vis vests

**NOTED:** Members noted that, as per a resolution of the last meeting, the Deputy Clerk had contacted Honley Show to offer the hi-vis vests as a loan. He had had no response.

The hi-vis vests were still to be returned by the last borrower and Cllr Hogley said she would remind the person.

## 2122 32 Local signage referencing and commemorating Last of the Summer Wine

**NOTED:** Members noted the Deputy Clerk’s email to a local resident regarding the Parish Council’s response to his request for better signage to Last of the Summer Wine film locations, that is, for the resident to consider involving a local community group to apply for a grant from the Parish Council towards the cost of said signs.

# Holme Valley Parish Council

## 2122 33 Jubilee Beacons for 2022

This item was deferred from the last meeting.

2022 will be the year of the Queen's Platinum Jubilee and all local councils are being encouraged to take part in the lighting of Beacons on the 2nd of June 2022 in celebration of this. [www.queensjubileebeacons.com](http://www.queensjubileebeacons.com)

**RESOLVED:** The Standing Committee resolved that £1000 from the Royal Events budget would be set aside for small grants to allow local Community groups to celebrate with a beacon event or another jubilee-related event. The offer might be repeated next financial year.

**RESOLVED:** The Committee Chairman would liaise with the Boshaw Trout public house about the possibility of the pub hosting a beacon-lighting event on behalf of the Parish Council.

The meeting closed at 8:47pm

.....  
Chairman



**DRAFT MINUTES OF THE SERVICE PROVISION COMMITTEE  
HELD ON MONDAY 20<sup>TH</sup> 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**

**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**

# Holme Valley Parish Council

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 14<sup>th</sup> 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.

**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

# Holme Valley Parish Council

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 10<sup>th</sup> June 2021 and 26<sup>th</sup> 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 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.

# Holme Valley Parish Council

**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***

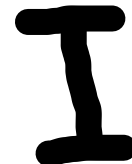
*(The video recording was interrupted during this item at 8.57pm and resumption was unsuccessful)*

**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:

.....  
**Chairman**



## DRAFT MINUTES OF THE PLANNING STANDING COMMITTEE HELD IN HOLMFIRTH CIVIC HALL MONDAY 27 SEPTEMBER 2021

Those present:

Chairman: Cllr M Blacka

Councillors: RP Dixon, T Dixon, D Gould, A Wilson,

Officer: Mr R McGill (Deputy Clerk)

### Welcome

Cllr Blacka welcomed Councillors and five members of the public to this meeting of the Planning Standing Committee.

### Open Session at Planning

One member of the public is a Parish Councillor, Cllr Sheard, who had requested to join the Committee.

**RESOLVED:** The Committee voted to recommend Cllr Sheard's membership of the Planning Standing Committee to full Council.

One member of the public was present to express concerns about an ongoing planning application with regard to a neighbouring property to her own. The Parish Council had previously commented on this property, "Support subject to no overlooking." The respondent reported that there would definitely be overlooking of her home and garden from the neighbouring property if the development went ahead and had invited the Committee Chair who is also a ward Councillor to assess the site. She asked the Parish Council to communicate such to Kirklees Planning. The Committee Chair advised that there was an agenda item with regard to this property. Standing orders were suspended to allow Members to ask questions.

Three members of the public were present to talk about the Campaign for a Safer Magdale. Magdale is a conservation area. The first person talked about the traffic management developments over recent years, namely the creation of Magdale as a "quiet lane" with a 20mph speed limit and a 3T weight restriction. The correspondent said, however, that Magdale was, in fact, no longer quiet, that users were regularly exceeding speed limits down the road, and the lane was used by large trucks. The lane was liable to subsidence. Another member of the public reported that Magdale was a "rat-run" allowing people to take a shortcut from Netherton/Meltham to Woodhead Road. There were concerns that, with a major housing development pending in Netherton, Magdale would be used even more as a shortcut/rat-run. A third member of the public wanted to emphasise the road safety dangers to schoolchildren using the lane, which has no pavements, to walk to school. The members of the public wanted support to pressure Kirklees Highways to consider possible traffic calming measures, - including speed bumps, pinch-points, speed cameras, speed indicator devices, one-way systems, road closures &c – as well as better signage.

### 2122 99 **Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014**

Council meetings can now be recorded.

**RESOLVED:** The Officer was recording the meeting in video format for upload to the Parish Council's YouTube channel. No other people present wanted to record the meeting.

### 2122 100 **To approve apologies for absence**

Cllr Colling and Cllr Hogley had tendered apologies with reasons.

# Holme Valley Parish Council

**RESOLVED:** The reasons for apologies were approved by the Committee.

**2122 101 To receive Members' and Officers' disclosable personal and pecuniary interests in items on the agenda**

Councillor RP Dixon disclosed an interest in Planning Application 2122-06-07 under Item 2122 107.

**2122 102 To consider written requests for new DPI dispensations**

No written requests for new DPI dispensations had been received.

**2122 103 To consider whether items on the agenda should be discussed in private session**

**RESOLVED:** Members decided that no items on the agenda should be discussed in private.

**2122 104 To confirm the Minutes of the Previous Meeting**

**RESOLVED:** The Minutes of the Planning Committee meeting held on 23 August 2021, numbered 2122 81 – 2122 98 inclusive were confirmed.

**RESOLVED:** At this point, the Committee voted to move agenda Item 2122 114 up the order to this point.

**2122 114 Planning Application 2021/62/92964/W 49, Ryefields, Scholes**

This pertained to one of the subjects raised in the Open Session. A resident had been in contact with the Parish Council regarding this application. The Committee reviewed the ongoing progress of this application.

**NOTED:** The Committee noted the progress of this application. The application is through the period of public consultation. The Parish Council's comment during the consultation was "Support subject to no overlooking".

The Committee Chair who is also a Scholes ward Councillor, had in the meantime visited the site of the proposed development and reported that the extension would definitely lead to intrusive overlooking of neighbouring properties.

**RESOLVED:** The Parish Council would maintain its initial response, - "Support subject to overlooking." However, the Parish Council would underline its comment to Kirklees that, under current plans, it would appear that overlooking was unavoidable at the site so the Parish Council would not support current arrangements.

**RESOLVED:** It was further resolved that the Parish Council would recommend to the relevant Kirklees Planning Officer that they should attend the site to gain a full understanding of the issue of overlooking.

A Councillor advised that Members could individually comment to Kirklees Planning Officers on their observations.

**RESOLVED:** At this point, the Committee voted to move agenda Item 2122 113 up the order to here.



# Holme Valley Parish Council

## **2122 113 Campaign for a Safer Magdale**

A Honley resident had contacted the Parish Council on behalf of the campaign group regarding issues surrounding the increased volume of traffic using Magdale, together with unlawful usage of the roads by oversized vehicles, and attendant dangers to pedestrians including schoolchildren. The Committee considered any further actions at this stage. Cllr Sheard at this point declared that she was a ward Councillor for the Magdale area. She asked to join the planning Standing Committee.

**RESOLVED:** Members resolved to recommend Cllr Sheard's appointment as a member to the Planning Standing Committee to Council.

**RESOLVED:** Cllr Sheard as a ward Councillor for Honley Central and East would meet with members of the Campaign group in Magdale to gain better understanding of the issues. The ward Councillor would then report to the Committee Chair, and from there the Chair and the Deputy Clerk would draft a letter to Kirklees Highways supporting the Campaign, identifying the issues involved and directing Highways to consider a list of potential traffic calming measures as discussed, - including speed bumps, pinch-points, speed cameras, speed indicator devices, one-way systems, road closures and better signage. The possibility of meeting with Kirklees Highways to discuss the issues and potential solutions would be proposed.

## **2122 105 Completed Planning Applications Lists**

**NOTED:** The Planning Committee noted List 2122-05 updated with the views of the Committee.

## **2122 106 New Planning Applications – Kirklees Council**

Members considered new or amended applications received by Kirklees Council from 17 August 2021 to 21 September 2021 inclusive – List 2122-06 enclosed.

**RESOLVED:** That the Standing Committee's comments on the above applications be forwarded to Kirklees Council by the Deputy Clerk.

## **2122 107 Kirklees Council – Planning Officers' Decisions**

**NOTED:** The Planning Standing Committee noted the list of Decision Notices issued by Kirklees Council for the period 17 August 2021 to 21 September 2021 inclusive.

# Holme Valley Parish Council

## 2122 108 Neighbourhood Planning

- The Chair reported on the pending referendum on the Holme Valley Neighbourhood Development Plan. She said that the referendum is run by Kirklees Electoral Services and operates like a local election, - people vote in person or by postal vote, - and is a legal process outside of the scope of the Parish Council.

**NOTED:** The Committee noted the report on these arrangements.

- **NOTED:** The Committee noted that Kirklees Cabinet had approved the Holme Valley Neighbourhood Development Plan on 31st August 2021 confirming that it would proceed to public referendum on Thursday 4th November 2021. If then, more than 50% of those who vote, vote in favour of the NDP, it will be formally made by Kirklees Council and the Peak District National Park Authority and thereafter inform planning decisions in the Holme Valley.
- **NOTED:** Members noted that Holme Valley Parish Council had been successful in securing a grant of £2100 from Locality to pay for any necessary publicity associated with the referendum due to be held on Thursday 4th November 2021.

The Committee considered expenditure on publicity regarding the referendum on the Neighbourhood Development Plan.

- **RESOLVED:** Members resolved that outlay up to this limit of £2100 be approved to cover the costs of design of a flyer which will be delivered by Royal Mail to all households in the Holme Valley before the referendum.
- **NOTED:** Members noted that the designer of the previous publications for the NDP would be used to allow utilisation of the same graphics. The text of the flyer has been designed to be informative and is not a campaigning leaflet. Kirklees Electoral Services had seen a draft of the leaflet text and have confirmed that they are content.
- **NOTED:** The Committee noted that the Deputy Clerk had updated the Holme Valley Parish Council website to provide the necessary Neighbourhood Development Plan information in advance of the referendum.
- **NOTED:** Members noted that Holme Valley Parish Council had also been successful in securing additional technical support through AECOM to update the Strategic Environmental Assessment (SEA) to reflect the final referendum plan. This had been requested by Kirklees Council and has been agreed through Locality. There is no cost associated with this additional support for HVPC and the review will be completed in advance of the referendum.
- The Chair reported that Councillors would, moving forward, need more in-depth training on the Neighbourhood Development Plan because it would need to be used by the Committee when looking at Planning Applications.

## 2122 109 Peak District National Park Authority

**NOTED:** Members noted the Parish Council's response to the Peak District National Park Authority consultation on the Conversion of Historic Buildings.

# Holme Valley Parish Council

## 2122 110 Further pre-planning consultations for a 15m tall 5G mast on New Mill Road

**NOTED:** The Committee noted the Deputy Clerk's feedback on behalf of the Parish Council as requested by the developer regarding the pre-consultation on the proposed installation of a 15m 5G mast.

## 2122 111 Concerns of local residents regarding speeding and noise pollution Woodhead Road Holmbridge to Holme

**NOTED:** Members noted that, after the comments from members of the public at the last meeting of the Planning Committee about issues of vehicular anti-social behaviour and road safety on Woodhead Road (A6024) between Hinchliffe Mill and Holme village, the Committee Chair had met with residents to gain a fuller picture of concerns. The Chair had written a report on what she had learned, and the Deputy Clerk had written this up as a letter to Kirklees Highways. The letter and the brief response from the Head of Highways were noted.

## 2122 112 Hade Edge Road Intersection

**NOTED:** With regard to the planned meeting about the Hade Edge road-intersection with Liz Twitchett, the Kirklees Operational Manager for Road Safety, delayed because of bereavement, the Deputy Clerk had advised Highways that the Planning Committee would be happy for said meeting to be conducted via Zoom. This was noted by the Committee.

The Deputy Clerk later inquired whether there had been any developments with regard to timetabling the meeting but had had no response at the time of this meeting. This was noted by the Committee.

Committee Members expressed disappointment regarding the length of time this process was taking.

## 2122 115 Planning Appeal

Members considered a response on behalf of the Parish Council to an appeal to the Planning Inspectorate with regard to Elysium Barn, Copthurst Road, Cartworth Moor, Holmfirth, HD9 2TS.

**RESOLVED:** The Committee resolved not to engage in the process of the appeal and would make no further comment.

## 2122 116 Planning Committee Budget 2022-23

Members considered the Committee's budget for the year ahead. Over recent years, the budget has consisted only of money for funding various stages of the Neighbourhood Development Plan. As the Neighbourhood Plan is reaching its end, it is unclear what future outlay on the plan may be needed.

**RESOLVED:** The Committee resolved to approve a budget of £2000 for projects related to the Neighbourhood Development Plan. Whether this £2000 subsequently came under the remit of the Planning Committee or of full Council would be a matter for Council.

The meeting closed at 8.54PM

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Chairman

**YLCA Advice Request – Councillor Attendance**

Ticket number: 1502316

Category: Council Business, Law & Procedure

Subject: Councillor Attendance And 6 Month Non-attendance

Added: Wed, 08 Sep 2021 12:28:25 +0100

Owner: Mrs Jen McIntosh (Holme Valley Parish Council)

Status: Closed

Priority: Urgent

Description:

Hello

I raised this at my YLCA Induction training on Tuesday 7th but I would now like some written advice regarding the following.

A number of councillors are approaching 6 months non-attendance at full council or committee meetings. In some cases apologies have been sent and minutes record that the apologies were accepted. In some cases I understand reasons have been shared beforehand with perhaps the committee Chairman or Clerk (I took up post in August) - perhaps verbally or by email - but it's not been specifically minuted that reasons have been approved.

Moving forward, can I check that my understanding of the 1972 Local Government Act is correct:

1. If a councillor communicates apologies and reasons beforehand in writing (eg email) - and these reasons are shared with committee or full council members (whichever applies) beforehand (eg by email from the clerk) - and the Chairman then notes the apology and the committee votes to accept the reason (without the reason itself needing to be stated in the meeting) - this does NOT count as an absence in terms of triggering or counting towards the calculation of the 6 months non-attendance disqualification?
2. If I am right in the above does YLCA have a suggested format for councillor attendance record-keeping - do we need to keep a record of attended/absent/apologies sent/reason approved rather than straight present/absent?
3. As long as a proposal to accept reason for absence specifies a certain amount of time eg a 3 month absence - does an approval of absence cover not just the actual meeting it is recorded in but future meetings up to the specified date? Or does the approval of the reason for absence need to be given and recorded in each meeting?
4. Does attendance at another civic event - where a councillor is formally attending to represent the council - also count as an attendance in terms of calculating 6 months absence?

I'm wanting to clarify what can and cannot count as attendance with all councillors so we are not in the same position again.

Thanks - Jen McIntosh (Clerk)

Holme Valley Parish Council

### Response received from YLCA

Posted Thu, 09 Sep 2021 14:34:35 +0100

Dear Ms McIntosh,

HOLME VALLEY PARISH COUNCIL - TREATMENT OF APOLOGIES AND THE APPROVAL OF REASONS FOR ABSENCE.

Thank you for your enquiry on which you request advice, on behalf Holme Valley Parish Council, regarding the treatment of apologies and the approval of reasons for absence.

These Associations can advise that, it is our opinion that Councils' need to move away from accepting **apologies** –they are only a courtesy, nothing more, nothing less. **It is the reasons for absence that should be considered for acceptance, not the apologies.** It is our view that the agenda item that deals with apologies should state 'To note apologies for absence given in advance of the meeting' and the item will do no more than that. There then needs to be a further agenda item 'To consider acceptance of reasons for absence' (see example agenda with explanations attached) and minutes reflect the decision of the council to approve any reasons (not apologies) provided.

**Councillors need to be aware** that be if they do not make an approved attendance for their council (at a council meeting, committee meeting or event for which they have formal authorisation (by the council or relevant committee) to attend) in a period of six consecutive months, they will automatically lose their seat (i.e., will be disqualified) . To prevent this from happening, when giving an apology for a meeting, a councillor can also give his/her reason for non-attendance and at the agenda item mentioned above the council will consider whether the reason constitutes an acceptable reason. Where a reason is accepted, that non-attendance will not count in the six consecutive month calculation.

Some reasons for absence will be sensitive such as illness or being away on holiday and could cause unwanted repercussions. Where a councillor has submitted a reason for

consideration (to the clerk or Chairman, by email, text or phone call, whichever is required within Council policy i.e. it is for the council to determine to whom and how such can be received), all other councillors will need to be aware of the reason so that they can give the matter of acceptance some reasonable consideration. YLCA recommends that the reasons for absence should not be put into the public domain but that they are given to councillors only (either by email or a note in front of them at a council meeting). The chairman can introduce the item by reminding members that they have all been informed of the reasons for absence.

There is a legal requirement to record councillors present at all meetings of the council and council committees in the minutes of the relevant meeting. The minutes will also record any reasons for absence for which approval has been granted by the council, there is no requirement to keep a record or register or record in any other format. If the approval for absence has been granted for a specific period of time, there is no requirement to record that decision again until the period has ended (and the councillor is not present at the next meeting) or an extension to that period has been requested. We hope this information is useful to you. Please do not hesitate to contact us if you require any further assistance.

Yours sincerely,

Nicola Moorcroft

LOCAL COUNCILS OFFICER

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Yorkshire Local Councils Associations

## Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Holme Valley Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

21/06/2021

and recorded as minute reference:

2122/07

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

*P Magley*

Clerk

*E Bennett*

www.holmevalleyparishcouncil.gov.uk

## Section 2 – Accounting Statements 2020/21 for

Holme Valley Parish Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	224,724	269,150	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	274,970	275,871	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	6,887	8,123	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	37,122	58,700	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	200,308	147,343	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	269,150	347,101	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	266,670	337,368	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	5,266,353	5,271,894	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.  N.B. The figures in the accounting statements above do not include any Trust transactions.
	✓		

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

*R. Wall*

Date

08/06/21

I confirm that these Accounting Statements were approved by this authority on this date:

21st / 06 / 2021

as recorded in minute reference:

2122 07 REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

*P. Magley*



## Section 3 – External Auditor Report and Certificate 2020/21



In respect of **HOLME VALLEY PARISH COUNCIL – WY0042**

### 1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

### 2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

In the completion of the Annual Internal Audit Report, and their detailed report, the internal auditor has drawn attention to weaknesses in relation to the publication requirements for the AGAR. The smaller authority must ensure that action is taken to address these areas of weakness in a timely manner.

### 3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

Date

25/09/2021

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

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# Holme Valley Parish Council Cash Book 2021-22

## HSBC Community Current Account

### Payments August 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
1	2122/05/01	09/08/2021	DD	<input checked="" type="checkbox"/>	BT			INTERNET AND PHONE	£22.55	£4.51	£27.06	Council 2021 198	LGA 1972 S137
2	2122/05/02	11/08/2021	DD	<input checked="" type="checkbox"/>	O2			IPAD AND IPHONE CONTRACTS	£64.12	£12.82	£76.94	Council 2021 198	LGA 1972 S137
3	2122/05/03	16/08/2021	SO	<input checked="" type="checkbox"/>	WYYPF			PENSIONS	£359.45	£0.00	£359.45	Council 2021 198	LGA 1972 S112
4	2122/05/04	16/08/2021	SO	<input checked="" type="checkbox"/>	STAFF 02			SALARY	£1,423.65	£0.00	£1,423.65	Council 2021 198	LGA 1972 S112
5	2122/05/05	16/08/2021	SO	<input checked="" type="checkbox"/>	STAFF 03			SALARY	£917.64	£0.00	£917.64	Council 2021 198	LGA 1972 S137
6	2122/05/06	16/08/2021	SO	<input checked="" type="checkbox"/>	HMRC			PAYE TAX AND NI	£441.47	£0.00	£441.47	Council 2021 198	LGA 1972 S112
7	2122/05/07	31/08/2021	DD	<input checked="" type="checkbox"/>	PLUSNET			INTERNET	£15.71	£3.14	£18.85	Council 2021 198	LGA 1972 S111
8	2122/05/08	31/08/2021	BACS	<input checked="" type="checkbox"/>	MAINTENANCE CONTRACTOR			EXPENSES - TOILETS	£81.63	£8.83	£90.46	Council 2021 198	PHA 1936 S87
9	2122/05/09	31/08/2021	BACS	<input checked="" type="checkbox"/>	MAINTENANCE CONTRACTOR			MAINTENANCE JUL - 1. BENCHES AND SHELTERS; 2. TOILETS	£2,243.79	£0.00	£2,243.79	Council 2021 198	PCA 1971 S1, S4
									<b>£5,570.01</b>	<b>£29.30</b>	<b>£5,599.31</b>		

# Holme Valley Parish Council Cash Book 2021-22

## HSBC Community Current Account

### Payments September 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
		07/09/2021	DD	<input type="checkbox"/>	BT			INTERNET AND PHONE	£34.81	£6.96	£41.77	Council 2021 198	LGA 1972 S111
		10/09/2021	DD	<input type="checkbox"/>	O2			IPAD AND IPHONE CONTRACTS	£64.12	£12.82	£76.94	Council 2021 198	LGA 1972 S137
		10/09/2021	BACS	<input type="checkbox"/>	JRB ENTERPRISES LTD			POO BAGS	£448.00	£89.60	£537.60	Council 2122 38	LGA 1972 S137
		10/09/2021	BACS	<input type="checkbox"/>	CLLR 07			REIMBURSEMENT: GIFT FOR CLERK	£25.00	£0.00	£25.00	Council 2122 29	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	HADE EDGE BAND			HIRE OF BAND ROOM 26/07/2021	£52.50	£0.00	£52.50	F&M 2122 42 (4)	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	FAIR AND FUNKY			SMOOTHIE BIKE HIRE	£350.00	£0.00	£350.00	F&M 2122 42 (4)	LGA 1972 S137
		10/09/2021	BACS	<input type="checkbox"/>	KIRKLEES COUNCIL			PAYMENT FOR RUBBISH BINS	£202.50	£0.00	£202.50	F&M 2122 42 (4)	LITTER 1983 S55-6
		10/09/2021	BACS	<input type="checkbox"/>	NPOWER			ELECTRICITY HOLMFIRTH TOILETS - JULY	£118.43	£5.92	£124.35	Council 2021 198	LGA 1972 S14 P9
		10/09/2021	BACS	<input type="checkbox"/>	DOCUMENT LOGIC			PHOTOCOPYING	£56.91	£11.39	£68.30	Council 2021 198	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	BARNESLEY CHRONICLE			HOLME VALLEY REVIEW AUG 2021	£250.00	£50.00	£300.00	Council 2021 198	LGA 1972 S142
		10/09/2021	BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE APR	£1,908.00	£0.00	£1,908.00	Council 2021 198	LG&RA 1997 S27
		10/09/2021	BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE MAY	£1,971.00	£0.00	£1,971.00	Council 2021 198	LG&RA 1997 S27
		10/09/2021	BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE JUN	£1,908.00	£0.00	£1,908.00	Council 2021 198	LG&RA 1997 S27
		10/09/2021	BACS	<input type="checkbox"/>	STAFF 02			REIMBURSEMENT FOR ZOOM - AUG	£11.99	£2.40	£14.39	Council 2021 198	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	STAFF 02			REIMBURSEMENT FOR DROPBOX - ANNUAL	£95.88	£0.00	£95.88	Council 2021 198	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	SLCC			ILCA COURSE FEE	£120.00	£24.00	£144.00	Council 2021 198	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	PRINCIPAL HYGIENE			ANNUAL SERVICE SANITARY NAPPY UNITS HOLMFIRTH TOILETS	£380.00	£76.00	£456.00	Council 2021 198	PHA 1936 S87
		10/09/2021	BACS	<input type="checkbox"/>	STAFF 02			REIMBURSEMENT FOR ZOOM - SEP	£11.99	£2.40	£14.39	Council 2021 198	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	DOCUMENT LOGIC			PHOTOCOPYING	£57.72	£11.54	£69.26	Council 2021 198	LGA 1972 S111
		10/09/2021	BACS	<input type="checkbox"/>	VISION ICT			HOSTED EMAIL ACCOUNTS, WEBSITE, SSL CERTIFICATE	£423.00	£84.60	£507.60	Council 2021 198	LGA 1972 S111
		15/09/2021	SO	<input type="checkbox"/>	STAFF 02			SALARY	£1,423.65	£0.00	£1,423.65	Council 2021 198	LGA 1972 S112
		15/09/2021	SO	<input type="checkbox"/>	STAFF 03			SALARY	£917.64	£0.00	£917.64	Council 2021 198	LGA 1972 S137
		15/09/2021	SO	<input type="checkbox"/>	STAFF 04			SALARY	£1,878.10	£0.00	£1,878.10	Council 2021 198	LGA 1972 S112
		16/09/2021	SO	<input type="checkbox"/>	WYPF			PENSIONS	£725.17	£0.00	£725.17	Council 2021 198	LGA 1972 S112
		16/09/2021	SO	<input type="checkbox"/>	HMRC			PAYE TAX AND NI	£1,499.94	£0.00	£1,499.94	Council 2021 198	LGA 1972 S112
		17/09/2021	BACS	<input type="checkbox"/>	MAINTENANCE CONTRACTOR			EXPENSES - TOILETS	£114.72	£22.94	£137.66	Council 2021 198	PHA 1936 S87
		17/09/2021	BACS	<input type="checkbox"/>	MAINTENANCE CONTRACTOR			MAINTENANCE AUG - 1. BENCHES AND SHELTERS; 2. TOILETS 3. PHONE BOXES	£1,779.92	£0.00	£1,779.92	Council 2021 198	PCA 1971 S1, S4
		17/09/2021	BACS	<input type="checkbox"/>	MAINTENANCE CONTRACTOR			MAINTENANCE -REPAIR DRY STONE WALL HOLME ALLOTMENTS	£250.00	£0.00	£250.00	Council 2021 198	SH&AA 1908 S23.5
		17/09/2021	BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE AUG	£1,971.00	£0.00	£1,971.00	Council 2021 198	LG&RA 1997 S27
		17/09/2021	BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE SEP	£1,971.00	£0.00	£1,971.00	Council 2021 198	LG&RA 1997 S27
		17/09/2021	BACS	<input type="checkbox"/>	BARNESLEY CHRONICLE			HOLME VALLEY REVIEW SEP 2021	£250.00	£50.00	£300.00	Council 2021 198	LGA 1972 S142
		17/09/2021	BACS	<input type="checkbox"/>	BARNESLEY CHRONICLE			HOLME VALLEY REVIEW SEP 2021 - ANNUAL REPORT - MISSED VAT	£1,200.00	£0.00	£1,200.00	Council 2021 198	LGA 1972 S142
		17/09/2021	BACS	<input type="checkbox"/>	YLCA			WEBINAR: INDUCTION FOR NEW CLERKS	£48.00	£0.00	£48.00	Council 2021 198	LGA 1972 S112
		20/09/2021	BACS	<input type="checkbox"/>	BARNESLEY CHRONICLE			HOLME VALLEY REVIEW SEP 2021 - ANNUAL REPORT - MISSING VAT	£0.00	£240.00	£240.00	Council 2021 198	LGA 1972 S142

£22,518.99    £690.57    £23,209.56



# Holme Valley Parish Council Cash Book 2021-22

## HSBC Community Current Account

### Payments October 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
			DD	<input type="checkbox"/>	BT			INTERNET AND PHONE	£35.73	£7.15	£42.88		LGA 1972 S111
			DD	<input type="checkbox"/>	O2			IPAD AND IPHONE CONTRACTS	£65.32	£13.06	£78.38	Council 2021 198,199	LGA 1972 S137
			BACS	<input type="checkbox"/>	CLLR 18			REIMBURSEMENT CIVIC DINNER	£60.00	£0.00	£60.00		LGA 1972 S111
			BACS	<input type="checkbox"/>	HONLEY BUSINESS ASSOCIATION			GAZEBO HIRE AND SET UP - CESC	£200.00	£0.00	£200.00		LGA 1972 S137
			BACS	<input type="checkbox"/>	HOLMFIRTH COLOUR PRINT			PRINTING AND LAMINATING - CESC	£35.47	£0.00	£35.47		LGA 1972 S137
			BACS	<input type="checkbox"/>	PKF LITTLEJOHN			EXTERNAL AUDIT AGAR	£600.00	£120.00	£720.00	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	HADE EDGE BAND			HIRE OF BAND ROOM 23/08/2021	£45.00	£0.00	£45.00		LGA 1972 S111
			BACS	<input type="checkbox"/>	STAFF 02			REIMBURSEMENT FOR ZOOM - OCT	£11.99	£2.40	£14.39	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	STAFF 02			REIMBURSEMENT - EXTERNAL HARD DRIVE	£33.32	£6.66	£39.98	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	RIALTAS			MAKING TAX DIGITAL ANNUAL ONLINE SUPPORT	£59.00	£11.80	£70.80	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	HONLEY BUSINESS ASSOCIATION			GRANT: CHRISTMAS LIGHTS SWITCH-ON	£1,000.00	£0.00	£1,000.00		LGA 1972 S137
			BACS	<input type="checkbox"/>	ZEST FOR PRINT			SIGN FOR HOLMFIRTH TOILETS	£22.00	£4.40	£26.40		PHA 1936 S87
			BACS	<input type="checkbox"/>	YLCA			CHAIRMANSHIP SKILLS PART 1 AND 2 - Cllr 12	£60.00	£0.00	£60.00	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	HOLME START COMPUTERS			COMPUTER TROUBLESHOOTING - DROPBOX	£45.00	£0.00	£45.00		LGA 1972 S111
			BACS	<input type="checkbox"/>	DOCUMENT LOGIC			PHOTOCOPYING	£25.00	£5.00	£30.00	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	ROYAL MAIL			DOOR-TO-DOOR DELIVERY - NDP LEAFLETS	£792.98	£160.97	£953.95		TCPA 1990 S61F
			BACS	<input type="checkbox"/>	PRINTPOD			CLIMATE EMERGENCY BANNER	£44.00	£8.80	£52.80		LGA 1972 S137
									£3,134.81	£340.24	£3,475.05		



# HOLME VALLEY PARISH COUNCIL

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## List of Regular Payments (Financial Regulation 5.6) 2021-22

Name	Authorisation to Spend	Payment Type	Frequency	Service
Barnsley Chronicle	Publications & Communications SC	BACS	Monthly	Service – Holme Valley Review Council News
BT	Council	DD	Monthly	Service – broadband and telephone
Bullguard	Finance & Management SC	Reimbursement to staff	Annual	Service – anti-virus/firewall software
Business Stream (Yorkshire Water)	Community Assets Support Committee	DD	Quarterly	Service – water/sewage Holmfirth toilets
Campaign to Protect Rural England	Council	BACS	Annual	Service – subscription
Document Logic	Finance & Management SC	BACS (but want DD)	Monthly	Service - photocopying charges & maintenance
Dropbox	Finance & Management SC	Reimbursement to staff	Annual	Service – cloud data storage
GoDaddy	Climate Emergency SC	Reimbursement to staff	Monthly	Service – website Climate Emergency
Grenke	Council	DD	Quarterly	Service – photocopying lease
Handelsbanken	Finance & Management SC	Bank Charge	Monthly	Service – bank account charge
HCHCT	Finance & Management SC	BACS	Annual and ad hoc	Service – rent, room hire etc
HMRC	Council	Standing Order	Monthly	Payroll - PAYE/NI/TAX
Holmfirth Art Week	Council	Standing Order	Annual	Service - subscription
Information Commissioners Office	Council	DD	Annual	Service – Annual Data Protection Fee
Internal Audit Yorkshire	Council	BACS	Annual	Service – Internal Audit
John Ford	Community Assets Support Committee / Service Provision Committee &c	BACS	Monthly and ad hoc	Service and contractor
Microsoft 365	Finance & Management SC	Reimbursement to staff	Annual	Service – Microsoft Office subscription
NALC	Council	BACS	Annual and ad hoc	Support and training
Norris and Fisher	Council	BACS	Annual	Service - insurance HCHCT
Npower	Community Assets Support Committee	BACS	Quarterly	Service – electricity to Holmfith toilets
O2	Climate Emergency SC	DD	Monthly	Supplier – phone iPad for CE co-ordinator
Peak Park Parishes	Council	BACS	Annual	Subscription
Phone Coop	Finance & Management SC	BACS	Annual	Service – web domain name
PKF Littlejohn	Council	BACS	Annual	Service – External Auditor
Principal Hygiene	Community Assets Support Committee	BACS	Monthly	Supplier – Holmfirth toilets
Rialtas	Finance & Management SC	BACS	Annual	Service – accounts package
Royal British Legion	Council	BACS	Annual	Supplier – Remembrance Day wreaths
SD and TJ Kirk	Service Provision SC	BACS	Annual	Supplier – Christmas trees



# HOLME VALLEY PARISH COUNCIL

## List of Regular Payments (Financial Regulation 5.6) 2021-22

SLCC	Council	BACS	Annual and ad hoc	Support and training
Staff 02 RM	Council / Staffing	Standing Order & BACS	Monthly	Payroll and reimbursements
Staff 03 MB	Council / Staffing / Climate Emergency SC	Standing Order & BACS	Monthly	Payroll and reimbursements
Staff 04 JM	Council / Staffing	Standing Order & BACS	Monthly	Payroll and reimbursements
Vision ICT	Finance & Management SC	BACS	Annual and ad hoc	Service – website, training, email support
West Yorkshire Combined Authority	Service Provision SC	BACS	Monthly	Service - minibus
West Yorkshire Pension Fund	Council / Staffing	Standing Order	Monthly	Payroll - pensions
Yorkshire Local Council Associations	Council	BACS	Annual and ad hoc	Service – training, support, publications
Zoom	Finance & Management SC	Reimbursement to staff	Monthly	Service - Zoom teleconferencing subscription
Zurich	Council	BACS	Annual	Service - insurance HVPC

This list is of regular expenditures authorised by Holme Valley Parish Council and/or its Standing Committees.

By approving this list, regular payments to the named businesses, services or individuals are authorised over the entire Council year 2021-22 and do not need to be individually or separately approved by Council (or Finance and Management). This is authorised under item 5.6 of the Holme Valley Parish Council Financial Regulations:

5.6. For each financial year the Clerk and RFO shall draw up a list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively) Salaries, PAYE and NI, Superannuation Fund and regular maintenance contracts and the like for which council, or a duly authorised committee, may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of council or Finance Committee.

Each and every payment to businesses, services or individuals on this list still must be ordered and signed by two members as per 5.6 of the Holme Valley Parish Council Financial Regulations:

5.7. A record of regular payments made under 5.6 above shall be drawn up and be signed by two members on each and every occasion when payment is authorised - thus controlling the risk of duplicated payments being authorised and / or made. (It was decided at full council on 14 December 2020 that during the Covid Lockdown period two electronic signatures would be acceptable. This is a temporary measure and will be reviewed when the lockdown ceases).

Officers must flag up to Council any payments which are 50% in excess of previous regular payments or are otherwise deemed unusual.

This list of regular payments was approved by Council 11<sup>th</sup> October 2021.

Signed on behalf of Holme Valley Council 11/10/2021:

.....  
Michael Pogson, Chairman, signature of mandatee

.....  
Cllr Rachel Hogley, signature of mandatee



# HOLME VALLEY PARISH COUNCIL



## List of Regular Payments (Financial Regulation 5.6) 2022-23

Name	Authorisation to Spend	Payment Type	Frequency	Service
Barnsley Chronicle	Publications & Communications SC	BACS	Monthly	Service – Holme Valley Review Council News
BT	Council	DD	Monthly	Service – broadband and telephone
Bullguard	Finance & Management SC	Reimbursement to staff	Annual	Service – anti-virus/firewall software
Business Stream (Yorkshire Water)	Community Assets Support Committee	DD	Quarterly	Service – water/sewage Holmfirth toilets
Campaign to Protect Rural England	Council	BACS	Annual	Service – subscription
Document Logic	Finance & Management SC	BACS (but want DD)	Monthly	Service - photocopying charges & maintenance
Dropbox	Finance & Management SC	Reimbursement to staff	Annual	Service – cloud data storage
GoDaddy	Climate Emergency SC	Reimbursement to staff	Monthly	Service – website Climate Emergency
Grenke	Council	DD	Quarterly	Service – photocopying lease
Handelsbanken	Finance & Management SC	Bank Charge	Monthly	Service – bank account charge
HCHCT	Finance & Management SC	BACS	Annual and ad hoc	Service – rent, room hire etc
HMRC	Council	Standing Order	Monthly	Payroll - PAYE/NI/TAX
Holmfirth Art Week	Council	Standing Order	Annual	Service - subscription
Information Commissioners Office	Council	DD	Annual	Service – Annual Data Protection Fee
Internal Audit Yorkshire	Council	BACS	Annual	Service – Internal Audit
John Ford	Community Assets Support Committee / Service Provision Committee &c	BACS	Monthly and ad hoc	Service and contractor
Microsoft 365	Finance & Management SC	Reimbursement to staff	Annual	Service – Microsoft Office subscription
NALC	Council	BACS	Annual and ad hoc	Support and training
Norris and Fisher	Council	BACS	Annual	Service - insurance HCHCT
Npower	Community Assets Support Committee	BACS	Quarterly	Service – electricity to Holmfith toilets
O2	Climate Emergency SC	DD	Monthly	Supplier – phone iPad for CE co-ordinator
Peak Park Parishes	Council	BACS	Annual	Subscription
Phone Coop	Finance & Management SC	BACS	Annual	Service – web domain name
PKF Littlejohn	Council	BACS	Annual	Service – External Auditor
Principal Hygiene	Community Assets Support Committee	BACS	Monthly	Supplier – Holmfirth toilets
Rialtas	Finance & Management SC	BACS	Annual	Service – accounts package
Royal British Legion	Council	BACS	Annual	Supplier – Remembrance Day wreaths
SD and TJ Kirk	Service Provision SC	BACS	Annual	Supplier – Christmas trees





# HOLME VALLEY PARISH COUNCIL

## List of Regular Payments (Financial Regulation 5.6) 2022-23

SLCC	Council	BACS	Annual and ad hoc	Support and training
Staff 02 RM	Council / Staffing	Standing Order & BACS	Monthly	Payroll and reimbursements
Staff 03 MB	Council / Staffing / Climate Emergency SC	Standing Order & BACS	Monthly	Payroll and reimbursements
Staff 04 JM	Council / Staffing	Standing Order & BACS	Monthly	Payroll and reimbursements
Vision ICT	Finance & Management SC	BACS	Annual and ad hoc	Service – website, training, email support
West Yorkshire Combined Authority	Service Provision SC	BACS	Monthly	Service - minibus
West Yorkshire Pension Fund	Council / Staffing	Standing Order	Monthly	Payroll - pensions
Yorkshire Local Council Associations	Council	BACS	Annual and ad hoc	Service – training, support, publications
Zoom	Finance & Management SC	Reimbursement to staff	Monthly	Service - Zoom teleconferencing subscription
Zurich	Council	BACS	Annual	Service - insurance HVPC

This list is of regular expenditures authorised by Holme Valley Parish Council and/or its Standing Committees.

By approving this list, regular payments to the named businesses, services or individuals are authorised over the entire Council year 2022-23 and do not need to be individually or separately approved by Council (or Finance and Management). This is authorised under item 5.6 of the Holme Valley Parish Council Financial Regulations:

5.6. For each financial year the Clerk and RFO shall draw up a list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively) Salaries, PAYE and NI, Superannuation Fund and regular maintenance contracts and the like for which council, or a duly authorised committee, may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of council or Finance Committee.

Each and every payment to businesses, services or individuals on this list still must be ordered and signed by two members as per 5.6 of the Holme Valley Parish Council Financial Regulations:

5.7. A record of regular payments made under 5.6 above shall be drawn up and be signed by two members on each and every occasion when payment is authorised - thus controlling the risk of duplicated payments being authorised and / or made. (It was decided at full council on 14 December 2020 that during the Covid Lockdown period two electronic signatures would be acceptable. This is a temporary measure and will be reviewed when the lockdown ceases).

Officers must flag up to Council any payments which are 50% in excess of previous regular payments or are otherwise deemed unusual.

This list of regular payments was approved by Council 11<sup>th</sup> October 2021.

Signed on behalf of Holme Valley Council 11/10/2021:

.....  
Michael Pogson, Chairman, signature of mandatee

.....  
Cllr Rachel Hogley, signature of mandatee

# HOLME VALLEY PARISH COUNCIL MEMORANDUM

Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS



Clerk to the Council: Mrs Jen McIntosh  
Deputy Clerk to the Council: Richard McGill

Phone No: 01484 687460  
E-mail: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)  
[deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

P

To: all HVPC councillors  
From: Jen McIntosh  
Date: 4-10-21

## **Re: Wreath Laying Sunday 14<sup>th</sup> November 2021**

Please find a table below listing the Holme Valley War Memorials for which we have wreaths ready in the office at the Civic Hall. Further information regarding Remembrance Services plans for 2021 will follow in due course.

War Memorial	Further details	Cllr attending in 2019	Cllr attending 2021
Holmfirth	Holy Trinity Parish Church. Wreath is first laid in Church as part of service then taken to War Memorial. Flag flown at Holme Valley Memorial Hospital and floodlights on.	Cllr Hogley	
Brockholes	Wreath laid at War Memorial followed by Service at Methodist Church.	Cllr Pogson	
Hepworth	Service in Holy Trinity Church Hepworth then Act of Remembrance at Church Lych Gate	Cllrs T W Dixon and R P Dixon	
Holmbridge	Service at St David's Church followed by Wreath-laying Ceremony	Cllr Barker	
Honley	Service at St Mary the Virgin followed by Procession to War Memorial and Act of Remembrance/ wreath laying. Procession then reforms and goes back to village centre	Cllr Sheard	
Netherthong	Ceremony at War Memorial followed by Service in Church	Cllr Blacka	
New Mill	Remembrance Service at Christ Church followed by Procession for Wreath-laying Act of Remembrance	Cllr Hall	
Upperthong	Service at St John's Upperthong followed by Ceremony of Remembrance at the Lych Gate	Cllr Feeney	



# HOLME VALLEY PARISH COUNCIL



Holmfirth Civic Hall  
Huddersfield Road  
HOLMFIRTH  
West Yorkshire HD9 3AS

Deputy Clerk to the Council: Mr Rich McGill

Tel. No.: 01484 687460

E-mail: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

Our ref: RM

29 July 2021

Dear Adele Poppleton,

I am writing on behalf of Holme Valley Parish Council regarding the Yorkshire Motorsport Festival which was held on the weekend of June 25-27, 2021.

Following concerns raised by some local residents and petitioning by a Councillor, the Chairman of the Parish Council convened an Extraordinary Meeting to review the event. This meeting took place 26<sup>th</sup> July 2021, and a motion about the event was considered, subsequently amended, and adopted by the Parish Council.

As part of the resolution, for inclusion in your own reviews of the event, I am charged with communicating with the organisers of the Yorkshire Motorsport Festival and Kirklees Council about the discussions at the Council meeting and to outline the final resolution of the Parish Council.

There was wide, diverse and sometimes divided opinion on the recent festival. Eleven members of the public attended the meeting and eight spoke during the public session to give their personal perspectives on the event and how they had been affected by it. In addition, a report had been prepared for consideration by a Councillor who has experience of large-scale events planning.

There was positive comment and feedback from a number of members of the public and Councillors about the festival, and the events and displays it had on offer. Some of those present felt that the festival organisers would learn from this year's event to deliver a better, safer, more sustainable event in the future. There was an awareness that the pandemic had significantly compromised planning. Members further reflected that a notable part of the local economy, especially that of Holmfirth, is as a centre for festivals like the Motorsport Festival which bring people and money into the Holme Valley.

But Members also wanted to convey to the organisers and to Kirklees Council that significant mistakes were made this year that need review, and that an important message needs to go to the stakeholders around the impact of the festival on local communities, individuals and the environment.

Firstly, members reflected on the event in the context of the ongoing climate emergency and the festival's impact on increased CO<sub>2</sub> emissions and pollution from the hill-climb, visitor journeys and on-site activities. The Parish Council has pledged to help end the reliance on fossil fuels. Members felt that not enough was done by organisers to address the climate emergency.

Some members of the public living in the Upperthong, Wolfstones and Netherthong areas, - in particular, those in the immediate vicinity of the festival, - say they were significantly detrimentally affected by the event. The specific local impacts were around road closures and noise.

With regard to road closures, residents commented on the excessive lengths of the closures. Roads were closed for many days before the festival weekend. Residents questioned why the roads had to be closed so long. Respondents also said that the warnings of road closures were untimely, inadequate and poorly publicised. Diversions were unclear. Concerns were further expressed about the lack of a detailed risk assessment regarding the access to local homes for emergency services, health visitors, and other keyworker services.

Regarding the noise, one member of the public living close-by commented that the noise was "astounding" and there was significant issue raised by respondents about allowing race cars to run with open, unbaffled exhausts. Residents would ask that this practice be reviewed.

Above all, the sense that the Parish Council got from residents living close to the festival site and hill-climb circuit is that some people immediately affected by the festival did not feel that they had been adequately consulted. Two residents at the meeting who live respectively 50m and 200m from the circuit say they were not approached by organisers about the likely impact. The Parish Council felt that organisers need to make sure they have consulted with and informed everyone whose lives are going to be disturbed by the event. This does not appear to have been the case. The event does not have to be a huge aggravation for the locals, and the stakeholders need to work in a committed fashion to ensure that any annoyance to local people is minimised.

To sum up, the event in June had a significant negative impact on people immediately impacted by the event. This is not to say that many people did not enjoy it. But more attention needs to be given to the people most adversely affected by the festival. Their representations about safety, noise, disrupted access, inadequate consultation and poor information need to be addressed. Kirklees Council and festival organisers need to work constructively with local people and the Parish Council to review the local community impact of the event, to encourage open communication so that future event planning can be better organised, especially if the event is going to be very much bigger in future.

The final resolution of Councillors with regard to the Festival was that Holme Valley Parish Council withdraws support, explicit or implied, for the Yorkshire Motorsport Festival until such a time as we are satisfied that all legislation, guidance and best practice with regard to the event are met.

The Parish Council hopes that the pending joint-review of the Yorkshire Motorsport Festival will start to address shortcomings in the current arrangements.

Yours sincerely,



Richard McGill  
Deputy Clerk to the Council

**Subject:** RE: Letter from Holme Valley Parish Council regarding Yorkshire Motorsports Festival  
**From:** Adele Poppleton <Adele.Poppleton@kirklees.gov.uk>  
**Date:** 30/07/2021, 14:55  
**To:** Deputy Clerk <deputyclerk@holmevalleyparishcouncil.gov.uk>  
**CC:** Cllr Michael Pogson <cllrmichaelpogson@holmevalleyparishcouncil.gov.uk>

Dear Mr McGill

Thank you so much for the very carefully and fairly considered comments. These will be extremely helpful when we have a debrief with YMSF in September 2021. I will share with all members of the Safety Advisory Group including Highways and Licensing so that we can ensure that if the event goes ahead next year, all of the points you have raised are addressed.

I hope that we can work together to ensure that negative impacts on local residents are reduced as much as possible.

Yours sincerely

Adele Poppleton  
Service Director for Culture and Visitor Economy  
Culture and Tourism, Queensgate Market, Princess Alexandra Walk, Huddersfield, HD1 2UJ  
Tel. 01484 221000  
Mobile: 07814 448594

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

From: Deputy Clerk <[deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)>  
Sent: 30 July 2021 14:32  
To: Adele Poppleton <[Adele.Poppleton@kirklees.gov.uk](mailto:Adele.Poppleton@kirklees.gov.uk)>  
Cc: Cllr Michael Pogson <[cllrmichaelpogson@holmevalleyparishcouncil.gov.uk](mailto:cllrmichaelpogson@holmevalleyparishcouncil.gov.uk)>  
Subject: Letter from Holme Valley Parish Council regarding Yorkshire Motorsports Festival

Dear Ms Adele Poppleton

Holme Valley Parish Council held an extraordinary council meeting 26th July 2021 to consider the recent Yorkshire Motorsport Festival held 25-27 June 2021.

Please find attached a letter regarding the comments, discussions and deliberations at the meeting, and notice of the resolution of the Parish Council at this time.

Kind regards,

--  
Rich McGill  
Deputy Clerk and Responsible Finance Officer

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460  
Email: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

<<http://www.kirklees.gov.uk>>  
[[http://www.kirklees.gov.uk/beta/assets/global/img/logo\\_kirkleesCouncil\\_x2.png](http://www.kirklees.gov.uk/beta/assets/global/img/logo_kirkleesCouncil_x2.png)]

Website<<https://www.kirklees.gov.uk>> | News<<http://www.kirkleestgether.co.uk>> | Email Updates<<http://www.kirklees.gov.uk/stayconnected>> | Facebook<<https://www.facebook.com/liveinkirklees>> | Twitter <<https://twitter.com/KirkleesCouncil>>

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## HOLME VALLEY PARISH COUNCIL

Holmfirth Civic Hall  
Huddersfield Road  
HOLMFIRTH  
West Yorkshire HD9 3AS

Deputy Clerk to the Council: Mr Rich McGill

Tel. No.: 01484 687460

E-mail: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

Our ref: RM

29 July 2021

Dear Max Crosland,

I am writing on behalf of Holme Valley Parish Council regarding the Yorkshire Motorsport Festival which was held on the weekend of June 25-27, 2021.

Following concerns raised by some local residents and petitioning by a Councillor, the Chairman of the Parish Council convened an Extraordinary Meeting to review the event. This meeting took place 26<sup>th</sup> July 2021, and a motion about the event was considered, subsequently amended, and adopted by the Parish Council.

As part of the resolution, for inclusion in your own reviews of the event, I am charged with communicating with the organisers of the Yorkshire Motorsport Festival and Kirklees Council about the discussions at the Council meeting and to outline the final resolution of the Parish Council.

There was wide, diverse and sometimes divided opinion on the recent festival. Eleven members of the public attended the meeting and eight spoke during the public session to give their personal perspectives on the event and how they had been affected by it. In addition, a report had been prepared for consideration by a Councillor who has experience of large-scale events planning.

There was positive comment and feedback from a number of members of the public and Councillors about the festival, and the events and displays it had on offer. Some of those present felt that the festival organisers would learn from this year's event to deliver a better, safer, more sustainable event in the future. There was an awareness that the pandemic had significantly compromised planning. Members further reflected that a notable part of the local economy, especially that of Holmfirth, is as a centre for festivals like the Motorsport Festival which bring people and money into the Holme Valley.

But Members also wanted to convey to the organisers and to Kirklees Council that significant mistakes were made this year that need review, and that an important message needs to go to the stakeholders around the impact of the festival on local communities, individuals and the environment.

Firstly, members reflected on the event in the context of the ongoing climate emergency and the festival's impact on increased CO<sub>2</sub> emissions and pollution from the hill-climb, visitor journeys and on-site activities. The Parish Council has pledged to help end the reliance on fossil fuels. Members felt that not enough was done by organisers to address the climate emergency.

Some members of the public living in the Upperthong, Wolfstones and Netherthong areas, - in particular, those in the immediate vicinity of the festival, - say they were significantly detrimentally affected by the event. The specific local impacts were around road closures and noise.

With regard to road closures, residents commented on the excessive lengths of the closures. Roads were closed for many days before the festival weekend. Residents questioned why the roads had to be closed so long. Respondents also said that the warnings of road closures were untimely, inadequate and poorly publicised. Diversions were unclear. Concerns were further expressed about the lack of a detailed risk assessment regarding the access to local homes for emergency services, health visitors, and other keyworker services.

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Above all, the sense that the Parish Council got from residents living close to the festival site and hill-climb circuit is that some people immediately affected by the festival did not feel that they had been adequately consulted. Two residents at the meeting who live respectively 50m and 200m from the circuit say they were not approached by organisers about the likely impact. The Parish Council felt that organisers need to make sure they have consulted with and informed everyone whose lives are going to be disturbed by the event. This does not appear to have been the case. The event does not have to be a huge aggravation for the locals, and the stakeholders need to work in a committed fashion to ensure that any annoyance to local people is minimised.

To sum up, the event in June had a significant negative impact on people immediately impacted by the event. This is not to say that many people did not enjoy it. But more attention needs to be given to the people most adversely affected by the festival. Their representations about safety, noise, disrupted access, inadequate consultation and poor information need to be addressed. Kirklees Council and festival organisers need to work constructively with local people and the Parish Council to review the local community impact of the event, to encourage open communication so that future event planning can be better organised, especially if the event is going to be very much bigger in future.

The final resolution of Councillors with regard to the Festival was that Holme Valley Parish Council withdraws support, explicit or implied, for the Yorkshire Motorsport Festival until such a time as we are satisfied that all legislation, guidance and best practice with regard to the event are met.

The Parish Council hopes that the pending joint-review of the Yorkshire Motorsport Festival will start to address shortcomings in the current arrangements.

Yours sincerely,



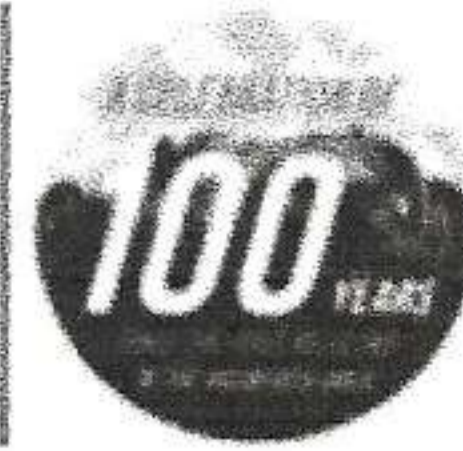
Richard McGill  
Deputy Clerk to the Council

Cc Ian R S Jordan





**YORKSHIRE  
MOTORSPORT  
FESTIVAL™ 2021**



**Richard McGill,  
Deputy Clerk to the Council,  
Holme Valley Parish Council  
Holmfirth Civic Hall,  
Huddersfield Road,  
Holmfirth,  
HD9 3AS**

**3<sup>RD</sup> August 2021**

**Via Email ONLY.**

Dear Mr McGill

**RE : YORKSHIRE MOTORSPORT FESTIVAL 2021. (YMSF)**

Thank you for your letter dated 29th July 2021, the contents of which have been duly noted.

As you may be aware, I am the Commercial Director of the Festival, and as such am pleased to acknowledge safe receipt your report in connection with YMSF 2021, and to be able to respond for and on behalf of YMSF.

Before I deal with the specific elements of your Report, may I say that the organisers of the Festival accept entirely that there are certain actions taken in the run up to and in the course of the Festival upon which we can and will improve, in the coming years.

We were, as you know and acknowledge, faced with a unique, ever- changing landscape of Covid related regulations and restrictions, up to and including the day before the Festival, to all of which YMSF responded immediately and professionally.

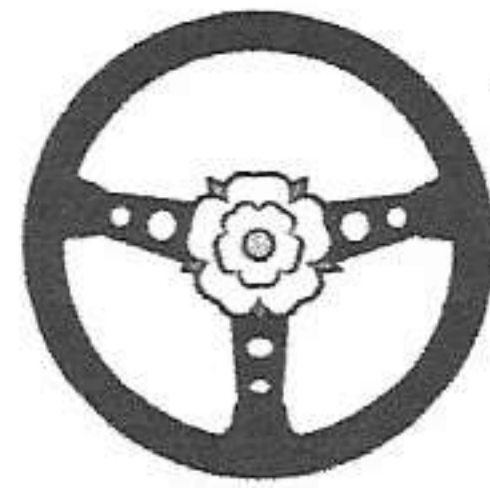
In some cases, contracted services to the Festival were being withdrawn on the Friday morning prior to the Festival opening, requiring replacement services to be resourced at very short notice and at a premium cost to the Organisers.

Naturally, these are not circumstances (we sincerely hope!), that will be repeated in future years, but the experiences of this first year, will inform and educate our actions and arrangements going forwards.

If I may, I will now turn to the specific points raised in your Report. I will use the order in which you have raised the issues, for the purpose of this response.

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**1. CLIMATE EMERGENCY.**

As you will be aware, Max Crosland engaged initially with Ms Bennet, the then Clerk of HVPC, via e mail on 9th December 2020. Our initial objectives and aims in regard to the Festival and the Climate Emergency were set out at that time. We then engaged in a consultation with Michelle Brown, the designated representative from HVPC culminating in February 2021, with a proposal and suggestions from HVPC on 10th February 2021.

The matter was left at that time for further discussion and agreement as to how YMSF would look to engage with HVPC post the Festival. This position has been encapsulated in an e mail dated 27th July 2021 from Cllr. Rachel Hogley, the Chair of the HVPC Climate Emergency Committee, of which I am sure you must be aware.

Accordingly, the process is ongoing and we will be in touch with Cllr Hogley to arrange discussions shortly. As you may also be aware, immediately following the Festival we were presented by a certain Matthew Tulley with a proposal in connection with the Carbon footprint and offsetting arrangements in relation to the Festival. It transpired that Mr. Tulley was not appointed by HVPC, YMSF or Kirklees Council. He was simply an exhibitor at the Festival. This situation has now been brought to a conclusion, and again please refer to Cllr Hogley's e mail referenced above on this matter, but Mr Tulley's intervention has diverted our efforts to reach a conclusion in respect of the Carbon mitigation from the Festival in relation to HVPC.

In light of all the above, I believe it is fair to say that we have engaged fully with HVPC on this matter, and will continue to do so, in accordance both with our own stated Carbon mitigation objectives and the proposals submitted by HVPC as previously described.

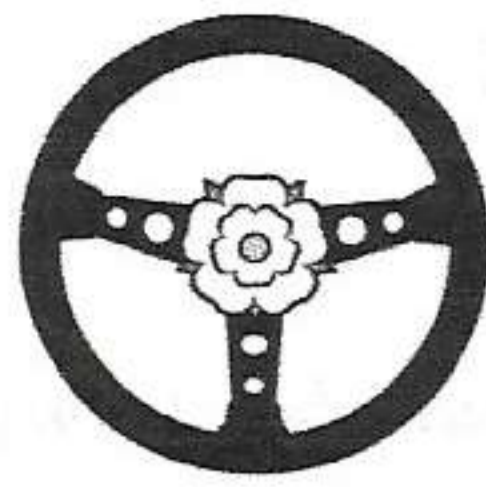
**2. NOISE and ROAD CLOSURES**

I note carefully your comments as they relate to noise and road closures.

(a) **Noise:** The Festival was run under the strict rules of Motorsport UK, and those rules and regulations apply to, inter alia, noise pollution. A representative from Motorsport UK was on site on the course and over the whole of the Festival and the Hill Climb in particular. All cars competing in the Hillclimb were within permitted noise levels of 105 deci bells. Two cars that could not operate within the regulations were not allowed to compete. Necessarily, with a Motorsport Festival, noise levels will be higher that would be the case in the normal daily course of events.

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In terms of feedback received by ourselves, both written and verbal, the overall view seems to have been that the noise element was acceptable and caused less disruption than had been anticipated by many of the Residents.

(b) **Road Closures:**

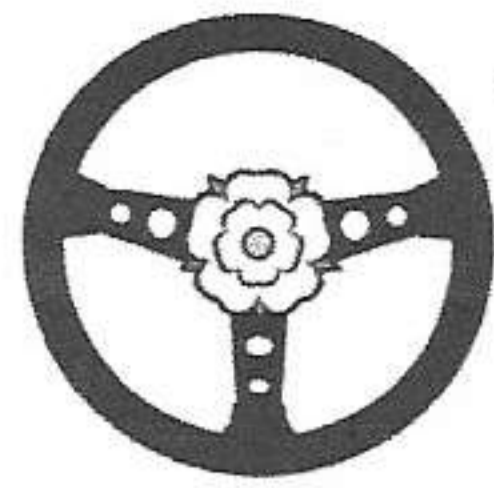
(i) The Roads Closure Order was from the 21st June 2021 to 29th June 2021. The reason for the Closures both before and after the Festival is one of public safety. The transport and logistical considerations in setting up the Hillclimb course, and bringing in the Exhibitors and attractions to the Festival, are complex. As you will see, the closures before the Festival was for 4 days, and 2 days after the Festival. This is to enable the safe and organised construction, take down and deployment to and from the Festival, of all the displays and equipment. We do not believe that the closures either before or after the Festival were excessive, and most importantly, the precautions that we as a Festival took, both before and after the Festival, ensured that there were no incidents or accidents of any sort, that have been brought to our attention as at the date of this response. I would add that the Police have confirmed that they have had no notice of any Road Traffic Incidents.

(ii) **The Road Closure Orders** were advertised fully in the Press according to all the regulations; the first such legal notice was placed by Kirklees Council on 14<sup>th</sup> May 2021. Further legal notices were inserted by Kirklees Council, into the relevant section of the local newspapers, as required by the law surrounding the closure of Public Roads. As with the Licensing regulations, relevant legal Notices were also prepared and disseminated by the Council in connection with the roads in question. A full Traffic Management Plan was put into place, via Council approved traffic management specialists and your Cllr. Wilson has already been supplied with a copy of this Plan. All reasonable precautions were taken by YMSF to ensure correct signage to and from the Festival. We were subject to several and consistent occurrences of signs being deliberately moved, turned round and in certain cases removed and/or flung into hedge bottoms. The Traffic Management Company continually toured the route to replace and reposition signs over the course of the Festival.

(iii) **A full Risk Assessment** was provided by YMSF to the Council prior to the Festival; **Residents' Information Sheets** were widely distributed to residents and to the Council, providing 24 - hour assistance phone numbers and precise details as to how to gain egress and ingress to residential properties over the whole of the road closure period and during the Hill Climb Event itself. Deliveries to residential properties were specifically provided for and we are unaware of any instances of any residents being unable to access or leave their properties and/or of any failed deliveries.

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(iv) The Residents Information sheet provided details of how any essential services could access any residential properties and YMSF were contacted by several residents with specific requirements and concerns, all of which were listened to and accommodated, prior to the commencement of the Festival, many by face to face meetings with those involved. Direct feedback from Residents and Landowners has been overwhelmingly positive, with the vast majority of expressions looking forward to next year's Festival.

**3. CONSULTATIONS WITH RESIDENTS** : This is an area of concern for us. As previously mentioned, mistakes were inadvertently made in the lead up to the Festival in the delivery of direct information to relevant and potentially affected parties. The Community Report submitted to the Council, prior to the Festival sets out the steps that were taken. (again, Cllr. Wilson has been provided with a copy of this Report). This is an area to which we shall, and already are, paying particular attention for next year's Festival. Improvements are in hand for the continuous and consistent dissemination of Festival related information on all forms of Social Media. The Web Site will be completely revamped, to ensure the clear and accessible provision of information. I heartily endorse your sentiments in this regard, and am happy to engage with all relevant and interested parties.

#### **4. LEGISLATION.**

I note from your final resolution that mention is made of legislation. For the avoidance of all doubt, the Festival complied with all the statutory regulations as notified to us by Kirklees Council, and Motorsport UK. in the planning, organisation and operation of this Festival.

#### **5. CONCLUSION.**

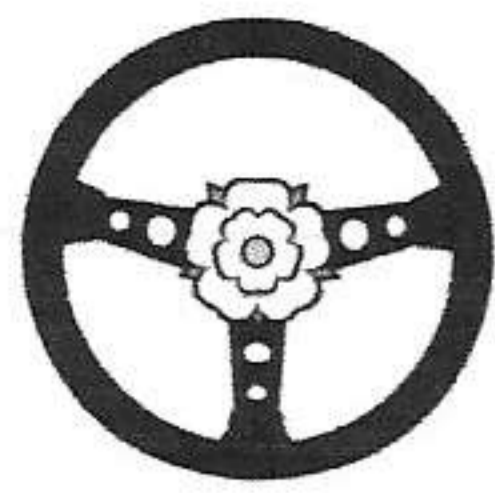
Naturally, I am disappointed with the promulgated final HVPC resolution, as we have never had any other wish other than to ensure that the whole region benefits from and is comfortable with the operation of the Festival in the coming years. I reiterate our willingness to enter into a constructive dialogue to that end.

You have acknowledged in your Report, the commercial benefits that such a Festival as YMSF brings to the area as a whole, which I am pleased to note, of course. Your confirmation that the Festival was a source of enjoyment in the wider community, is also welcomed.

It is noted that no invitation was extended to any representative/s of YMSF to attend the meeting on 26th July 2021, which I view as a missed opportunity for the engagement you profess to seek.

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Our contribution to your debate could conceivably have provided a balance to any final conclusions that you and your Members reached at that meeting, and we could have corrected a number of erroneous statements made to the meeting.

I also note that the report, which had been prepared by a Councillor for consideration at the meeting, has not been shared with YMSF, and to our knowledge, no contact with YMSF from the author of that report, has been received at any time.

From our perspective, that apparent lack of balance inevitably detracts from the force of the conclusion/s of the Report, whatever they may have been.

I look forward to the de brief meeting in September, with the Council and in the meantime will be supplying Cllr. Wilson with some additional information on the local businesses that were involved in the Festival.

Once again, thank you for supplying your Report, and I trust we will be able to commence fruitful and constructive discussions in connection with next year's Festival, once the de-brief with the Council has been completed.

Yours sincerely,

**IAN R. S. JORDAN**

**COMMERCIAL DIRECTOR**

**YMSF**

**YMSF.NET**





## HOLME VALLEY PARISH COUNCIL

Holmfirth Civic Hall  
Huddersfield Road  
HOLMFIRTH  
West Yorkshire HD9 3AS

Deputy Clerk to the Council: Mr Rich McGill

Tel. No.: 01484 687460

E-mail: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

Our ref: RM

20 August 2021

Dear Dan Carter,

I am writing on behalf of Holme Valley Parish Council regarding the Yorkshire Motorsport Festival which was held on the weekend of June 25-27, 2021.

Following concerns raised by some local residents and petitioning by a Councillor, the Chairman of the Parish Council convened an Extraordinary Meeting to review the event. This meeting took place 26<sup>th</sup> July 2021, and a motion about the event was considered, subsequently amended, and adopted by the Parish Council.

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There was positive comment and feedback from a number of members of the public and Councillors about the festival, and the events and displays it had on offer. Some of those present felt that the festival organisers would learn from this year's event to deliver a better, safer, more sustainable event in the future. There was an awareness that the pandemic had significantly compromised planning. Members further reflected that a notable part of the local economy, especially that of Holmfirth, is as a centre for festivals like the Motorsport Festival which bring people and money into the Holme Valley.

But Members also wanted to convey to the organisers and to Kirklees Council that significant mistakes were made this year that need review, and that an important message needs to go to the stakeholders around the impact of the festival on local communities, individuals and the environment.

Firstly, members reflected on the event in the context of the ongoing climate emergency and the festival's impact on increased CO<sub>2</sub> emissions and pollution from the hill-climb, visitor journeys and on-site activities. The Parish Council has pledged to help end the reliance on fossil fuels. Members felt that not enough was done by organisers to address the climate emergency.

Some members of the public living in the Upperthong, Wolfstones and Netherthong areas, - in particular, those in the immediate vicinity of the festival, - say they were significantly detrimentally affected by the event. The specific local impacts were around road closures and noise.

With regard to road closures, residents commented on the excessive lengths of the closures. Roads were closed for many days before the festival weekend. Residents questioned why the roads had to be closed so long. Respondents also said that the warnings of road closures were untimely, inadequate and poorly publicised. Diversions were unclear. Concerns were further expressed about the lack of a detailed risk assessment regarding the access to local homes for emergency services, health visitors, and other keyworker services.

Regarding the noise, one member of the public living close-by commented that the noise was “astounding” and there was significant issue raised by respondents about allowing race cars to run with open, unbaffled exhausts. Residents would ask that this practice be reviewed.

Above all, the sense that the Parish Council got from residents living close to the festival site and hill-climb circuit is that some people immediately affected by the festival did not feel that they had been adequately consulted. Two residents at the meeting who live respectively 50m and 200m from the circuit say they were not approached by organisers about the likely impact. The Parish Council felt that organisers need to make sure they have consulted with and informed everyone whose lives are going to be disturbed by the event. This does not appear to have been the case. The event does not have to be a huge aggravation for the locals, and the stakeholders need to work in a committed fashion to ensure that any annoyance to local people is minimised.

To sum up, the event in June had a significant negative impact on people immediately impacted by the event. This is not to say that many people did not enjoy it. But more attention needs to be given to the people most adversely affected by the festival. Their representations about safety, noise, disrupted access, inadequate consultation and poor information need to be addressed. Kirklees Council and festival organisers need to work constructively with local people and the Parish Council to review the local community impact of the event, to encourage open communication so that future event planning can be better organised, especially if the event is going to be very much bigger in future.

The final resolution of Councillors with regard to the Festival was that Holme Valley Parish Council withdraws support, explicit or implied, for the Yorkshire Motorsport Festival until such a time as we are satisfied that all legislation, guidance and best practice with regard to the event are met.

The Parish Council hopes that the pending joint-review of the Yorkshire Motorsport Festival will start to address shortcomings in the current arrangements.

Yours sincerely,

Richard McGill  
Deputy Clerk to the Council

Cc Ian R S Jordan YMSF Adelle Poppleton Kirklees Council

**Subject:** RE: Letter from Holme Valley Parish Council  
**From:** Dan Carter <Dan.Carter@motorsportuk.org>  
**Date:** 23/08/2021, 13:05  
**To:** Deputy Clerk <deputyclerk@holmevalleyparishcouncil.gov.uk>

Dear Rich,

Thank you for your email.

We acknowledge your letter and have noted the issues that have arisen and will review the matter.

Regards

Dan

**Dan Carter**  
Safety Executive

[Motorsport UK logo](#)

T: +44 (0) 1753 765032

M: +44 (0) 7936 370908

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

From: Deputy Clerk <deputyclerk@holmevalleyparishcouncil.gov.uk>

Sent: 20 August 2021 14:29

To: Safety Team <safety@motorsportuk.org>

Subject: Letter from Holme Valley Parish Council

Dear Dan Carter

Please find attached a letter from Holme Valley Parish Council with regard to the Yorkshire Motorsport Festival. This letter has also been received by Kirklees Council and Yorkshire Motorsport Festival.

Kind regards,

Rich

--

Rich McGill  
Deputy Clerk and Responsible Finance Officer

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460

Email: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)



# Your voice, **R** your Holmfirth

[www.YourVoiceHolmfirth.org.uk](http://www.YourVoiceHolmfirth.org.uk)



# How do you feel about Holmfirth town centre?

Everyone has their own experience of a place. Kirklees Council and your local councillors would like to know how you feel about visiting, working in or living in Holmfirth town centre. We're asking how you feel about Holmfirth town centre now, and what things you'd like to see in the future. You can take part from 6th September to 15th October 2021.

## How to take part

### Drop in sessions

At Holmfirth Library from  
2pm to 4:30pm:  
Wednesday 22nd September  
Wednesday 29th September  
Wednesday 6th October  
Wednesday 13th October

At Holmfirth Market from  
9.15am to 12 noon:  
Saturday 25th September  
Thursday 30th September  
Saturday 9th October  
Thursday 14th October

### Online questionnaire

If you have access to the internet, the quickest and easiest way to take part is online at: [www.YourVoiceHolmfirth.org.uk](http://www.YourVoiceHolmfirth.org.uk) It should take 15 to 20 minutes.

### Printed questionnaire

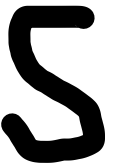
We can send a printed questionnaire to you in the post, along with a freepost return envelope. To request your copy, please call 01484 221000 (Kirklees Council) and ask for Julie McDowell.

## Questions?

Please call 01484 221000 (Kirklees Council) and ask for Julie McDowell.

Take part online and find out more at:  
**[www.YourVoiceHolmfirth.org.uk](http://www.YourVoiceHolmfirth.org.uk)**





Hi Paul,

Many thanks for offering to give an update.

Generally such an item would be referred to Finance Committee, however given the sums of money involved I think it a good idea to bring this up at Full Council.

Could you liaise with Jen to get the matter placed on the next full council agenda.

Please feel free the wording / proposal by me prior to the meeting.

Kind regards

Michael Pogson

Please can o

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

From: "Cllr Paul Davies" <[cllrpauldavies@holmevalleyparishcouncil.gov.uk](mailto:cllrpauldavies@holmevalleyparishcouncil.gov.uk)>

Sent: Monday, 20 September, 2021 19:29

To: [cllrrachelhogley@holmevalleyparishcouncil.gov.uk](mailto:cllrrachelhogley@holmevalleyparishcouncil.gov.uk)

Cc: "Cllr Michael Pogson" <[cllrmichaelpogson@holmevalleyparishcouncil.gov.uk](mailto:cllrmichaelpogson@holmevalleyparishcouncil.gov.uk)>

Subject: Re: Planned refurbishments of Holme Valley playgrounds

Hi Rachel

Happy to give an update.

Paul

Sent from my iPhone

On 13 Sep 2021, at 12:30, [cllrrachelhogley@holmevalleyparishcouncil.gov.uk](mailto:cllrrachelhogley@holmevalleyparishcouncil.gov.uk) wrote:

Paul,

cc-Michael

Are you going to report on the plans for play areas at the next Full Council? Be really good to get it on the agenda with the detail of what is being done when (where known) across the Parish as looks like there is some good work planned which we ought to be sharing! It may be that HVPC can contribute to some of these projects if it could enhance the play areas further and from the latest F&M meeting, there could well be funds available to do so if a case can be made.

I became aware of the Sycamore Rec project through pursuing a local resident's concerns about the design, which has all been addressed by Kirklees's officer, Moira Scarff.

Many thanks,

Rachel

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

From: "Moira Scarff" <[Moira.Scarff@kirklees.gov.uk](mailto:Moira.Scarff@kirklees.gov.uk)>

Sent: Tuesday, 7 September, 2021 16:52

To: "cllrrachelhogley@holmevalleyparishcouncil.gov.uk"

<[cllrrachelhogley@holmevalleyparishcouncil.gov.uk](mailto:cllrrachelhogley@holmevalleyparishcouncil.gov.uk)>

Subject: RE: Sycamore Rec - local concern re Children's playground

Hi Rachel

Sorry for the delay. Yes Jagger Lane and People's Park are up next in Holme Valley North. I have a number of other schemes also live in Holme Valley South: both of the Netherthong play areas, Cinderhills in Holmfirth and Scholes rec. Beyond the next year there may be others, including Sands rec and Victoria Park. I recently sent information to Councillor Davies on all of the currently live schemes which he wanted to discuss with the parish council at the October meeting I believe.

Hope that helps,  
many thanks  
Moir

**From:** [cllrachelhogley@holmevalleyparishcouncil.gov.uk](mailto:cllrachelhogley@holmevalleyparishcouncil.gov.uk)  
<[cllrachelhogley@holmevalleyparishcouncil.gov.uk](mailto:cllrachelhogley@holmevalleyparishcouncil.gov.uk)>  
**Sent:** 03 September 2021 11:33  
**To:** Moira Scarff <[Moira.Scarff@kirklees.gov.uk](mailto:Moira.Scarff@kirklees.gov.uk)>  
**Subject:** RE: Sycamore Rec - local concern re Children's playground

Moir,

Many thanks for responding directly to Mrs Young and addressing her concerns - much appreciated.

Thanks also for the further consultation details and explanation. I fully understand the impact of COVID on such consultation exercises and the challenges this posed. Hopefully the grass will get established soon and the final swing will arrive before too long.

Are you able to advise if any other parks in the Holme Valley are being refurbished? I know Jagger Lane Rec is having some extensive work done but are there any plans for elsewhere in the valley over the next year or two?

Kind regards,

Rachel

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

**From:** "Moira Scarff" <[Moira.Scarff@kirklees.gov.uk](mailto:Moira.Scarff@kirklees.gov.uk)>  
**Sent:** Tuesday, 31 August, 2021 13:50  
**To:** "[cllrachelhogley@holmevalleyparishcouncil.gov.uk](mailto:cllrachelhogley@holmevalleyparishcouncil.gov.uk)"  
<[cllrachelhogley@holmevalleyparishcouncil.gov.uk](mailto:cllrachelhogley@holmevalleyparishcouncil.gov.uk)>  
**Subject:** RE: Sycamore Rec - local concern re Children's playground

Hello Cllr

Further to this I just wanted to expand on how these plans were developed, for your information. We do always undertake local consultation in relation to improvement schemes in our parks and green spaces. This scheme was a bit unfortunate in that it was launched just around the beginning of lockdown – and couldn't be delayed owing to a clawback on the monies - so I wasn't able to have any face-to-face engagement sessions, and people weren't out and about as much as usual. I did however put posters up around the greenspace and local streets for anyone using for their daily exercise see, and did an online consultation featuring the attached design drawings. I asked the high school and local ward cllrs to disseminate this locally too.

Hope that helps,

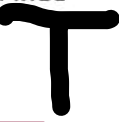
Kind regards  
Moir

# NUCLEAR BAN



**ICAN**  
PARTNER

2017  
NOBEL  
PEACE  
PRIZE



# COMMUNITIES PLEDGE

## FOR THE TREATY ON THE PROHIBITION OF NUCLEAR WEAPONS

### ABOUT THE PLEDGE:

This Pledge represents a commitment by Councillors to promote the United Nations Treaty on the Prohibition of Nuclear Weapons (TPNW) within their elected chamber. Resolutions supporting the TPNW have been passed at all levels of local government; from town councils, such as Hebden Royd (West Yorkshire); through unitary authorities, such as East Ayrshire; to city councils, such as Manchester and Edinburgh. Internationally, resolutions have been passed by hundreds of towns and cities including Paris, Berlin and Washington D.C.

### WHO CAN SIGN:

Any currently elected member of a civic local authority.

### HOW TO SIGN:

To add your name, email [info@yorkshirecnd.org.uk](mailto:info@yorkshirecnd.org.uk)

NAME

SIGNATURE

AUTHORITY

DATE

We, the undersigned  
Councillors,

are deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world. We firmly believe that our residents have the right to live in a world free from this threat.

Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.

Therefore, we support the Treaty on the Prohibition of Nuclear Weapons and call on our government to sign and ratify it.