

Holme Valley Parish Council

MINUTES OF THE VIRTUAL PUBLICATIONS & COMMUNICATIONS COMMITTEE HELD VIA ZOOM ON MONDAY 14 SEPTEMBER 2020

Those present:

Chairman: Cllr R Hogley

Members: G Barker, K Bellamy, J Brook, D Carré

Officers: 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.

2021 01 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 wished to record the meeting. The meeting was being recorded by the Deputy Clerk on behalf of the Parish Council.

2021 02 To accept apologies for absence

RESOLVED: Apologies for absence were received from Cllr Feeney and approved by the Committee.

Cllr Lockley did not tender an apology for his absence. Cllr Carré had let the Chair know that he was running late.

2021 03 To receive Members' personal and disclosable pecuniary interests in items on the agenda

None received.

2021 04 To receive Officers' personal and disclosable pecuniary interests in items on the agenda

None received.

2021 05 To consider written requests for new DPI dispensations

None received.

2021 06 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.

2021 07 To confirm the Minutes of the previous Committee meeting

RESOLVED: The Minutes of the Publications and Communications Committee Meeting held on 10 February 2020, numbered 1920 51 to 1920 66 inclusive – previously distributed, - were confirmed.

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2021 08 Events/Publicity

Due to COVID-19, the Tour de Yorkshire and most of the planned events around VE Day had had to be cancelled. The Parish Council had previously awarded grants to a number of community groups and organisations to commemorate these events.

NOTED: The Committee noted that the Parish Council had resolved not to ask for the return of grant money from these community groups and organisations, but that the groups have been advised that they have to use the money for future events that benefit the Holme Valley.

NOTED: The Committee noted that the wreaths for Remembrance Day had been delivered, and that the arrangements for how the Day was commemorated were pending given the current restrictions related to COVID-19.

2021 09 HVPC signs and information

NOTED: The Committee noted that the Asset Transfer Plaques for Holmfirth Civic Hall and Holmfirth public toilets are currently being crafted by Leander Architectural. They should be ready to be installed very soon.

RESOLVED: The Deputy Clerk would discuss installation with the maintenance contractor.

Cllr D Carré entered the meeting at this point.

2021 10 Council Noticeboards

The Deputy Clerk showed the Committee a mock-up of a noticeboard he had been working on using the old Parish Council noticeboard.

RESOLVED:

- The Committee resolved that a noticeboard like the mock-up should be displayed outside the Civic Hall and, once a location is agreed, in Honley.
- Committee decided that a map of the town centre/s with points of interest should be included
- The Deputy Clerk would discuss with the maintenance contractor the possibility of refurbishing the noticeboards (the one at the Civic Hall and the one for Honley), including installing suitable, new backing material for the boards.

2021 11 Press Coverage

NOTED: The Committee noted the articles from the Council News section of the Holme Valley Review and the Annual Report of the Parish Council.

RESOLVED: The Chair said she would ask other Committee Chairs to consider potential articles for the Holme Valley Review after they are elected. One article would be to introduce the new Chairs and Committee Members.

2021 12 Holme Valley Parish Website, and Facebook

NOTED: The Committee noted changes to the Parish Council website regarding the Transparency Code, links to the Parish Council YouTube Channel and the repository for supporting paperwork for meetings.

The Committee considered whether the Parish Council should change/widen the focus of the Parish Council's Facebook page.

RESOLVED: The Committee resolved that the scope of the Parish Council's Facebook page should be somewhat widened to post and/or share information from other organisations that is especially pertinent and important to the Holme Valley and especially given the current emergency context. The Committee did not, though, think that the Parish Council's Facebook page should become a site that shared everything posted by other Holme Valley organisations.

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2021 13 YouTube Account for Zoom recordings

NOTED: The Committee noted that the Parish Council's YouTube channel for Zoom recordings of Parish Council meetings had been set up and acknowledged that there had been some problems uploading videos.

RESOLVED:

- The Committee resolved that Zoom recordings of meetings should only be uploaded to YouTube once the draft minutes had been approved by the Committee Chairs and the minutes uploaded to the website.
- The Deputy Clerk to add some text to the YouTube channel to direct viewers to the minutes of meetings on the website.

2021 14 Annual Awards 2020-21

The Committee considered the awards and honours that the Parish Council might give out this year to honour the community, given the current situation with COVID-19.

RESOLVED: Members resolved that

- The Tidy Trader awards would not be given out this year.
- The Community Champions award might continue but in a modified form, perhaps to celebrate broadly the "spirit of community".
- It would, at some future point, be highly appropriate to honour the local community for its response to the pandemic but, given the ongoing situation, the Committee decided that it was not yet the time to consider this.
- The Deputy Clerk would contact Members in December for them to reflect on ideas they have for any possible awards, honours, installations, celebrations or commemorations that might be appropriate to mark the community's response to the pandemic.
- The awards may need to be carried over into the next financial year, with budget implications for the 2021-22 budget setting.

2021 15 Year-to-date Budget against expenditure

NOTED: Members noted the Year-to-Date Budget v Expenditure report from the Deputy Clerk.

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Chairman