

To: All Members of the Council

You are hereby summoned to attend the **MEETING OF THE COUNCIL** to be held on **MONDAY, 16 DECEMBER 2024** at **7pm** in **THE EXHIBITION ROOM, THIRD FLOOR, THE CIVIC, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS** for the transaction of the following business –

- AGENDA – (A)

2425 108 Public Question Time 7.00pm

In accordance with *Standing Orders 3 e to g* members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chair of the meeting. A member of the public shall not speak for more than 3 minutes.

A question shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given.

PROCEDURAL MATTERS

2425 109 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014 7.15pm

Local (Parish and Town) **HOLME VALLEY PARISH COUNCIL** meetings can now be recorded. This meeting is being recorded in video format for the [HOLME VALLEY PARISH COUNCIL YouTube Channel](#).

Chair to ask if any member or member of the public wishes to record the meeting in addition to the arrangements referred to above.

TO NOTE: any other recordings being made of the meeting in addition to the recording made by the Clerk.

2425 110 Items to be heard in private session 7.16pm

Any recording to be halted during such items and members of the public asked to leave the meeting.

TO CONSIDER: agenda items to be heard in private session.

2425 111 Apologies and reasons for absence 7.18pm

Apologies and reasons to be circulated prior to the meeting starting.

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Clerk to report.

TO CONSIDER: apologies and reasons for absence.

A written request for a dispensation has been received from a councillor. Details of the request will be sent out under separate cover prior to the meeting.

TO CONSIDER: request for a 6-month dispensation from attending Council events.

2425 112 Receipt of written Declaration of Pecuniary and Other Interests 7.20pm

Any revised written Declarations of Pecuniary and Other Interests received from councillors will be emailed out in advance of the meeting.

Clerk to report.

TO NOTE: receipt of written declaration(s) of pecuniary and other interests.

2425 113 Declaration of interests in agenda items 7.21pm

TO RECEIVE: declarations of interests of councillors in agenda items.

TO RECEIVE: declarations of interests of officers in agenda items.

TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETINGS

2425 114 Minutes of Full Council meetings 7.23pm

TO APPROVE: the Minutes of the FULL COUNCIL Meeting held on 14 October 2024 numbered 2425 68 to 2425 107 **(B)**.

To receive information regarding ongoing matters arising from the minutes which do not appear under other agenda items.

Clerk to report further.

TO CONSIDER: any further action(s) arising from the minutes of the meeting of the FULL COUNCIL held on 14 October 2024.

THE COMMITTEE MINUTES UNDER DELEGATED POWERS

2425 115 Minutes of Standing Committee meetings 7.24pm

TO NOTE: the Minutes of the PLANNING COMMITTEE Meeting held on 7 October 2024 numbered 2425 to 2425 **APPROVED** at the meeting of the PLANNING COMMITTEE Meeting held on 11 November 2024 **(C)**.

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TO APPROVE: the Minutes of the SERVICE PROVISION COMMITTEE Meeting held on 4 November 2024 numbered 2425 to 2425 **(D)**.

TO NOTE: the Minutes of the PLANNING COMMITTEE Meeting held on 11 November 2024 numbered 2425 to 2425 **APPROVED** at the meeting of the PLANNING COMMITTEE Meeting held on 9 December 2024 **(E)**.

TO APPROVE: the Minutes of the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE Meeting held on 25 November 2024 numbered 2425 to 2425 **(F)**.

FINANCIAL MATTERS

2425 116 Schedule of Payments 7.28pm

The Schedule of Payments December 2024 **(G)** has been included in the document pack.

Deputy Clerk/RFO to report.

TO NOTE: the Schedule of Payments for December 2024 as presented.

2425 117 Update regarding referral to YLCA regarding Holme Valley Parish Council commissioning works and not paying VAT 7.30pm

Following the whole council training on 23 September 2024 the clerk raised a query with YLCA regarding Holme Valley Parish Council commissioning works and not paying VAT.

Advice has been received – see **(H)**.

TO NOTE: the advice received from YLCA with regards to VAT reclaim.

TO CONSIDER: any actions pertaining to the item.

2425 118 Council Budget 2025-26 7.35pm

Documents for reference to assist FULL COUNCIL in budget-setting for 2025-26 are as follows:

- (I.i.)** NALC Report on Precepts and Band D charges
- (I.ii.)** RFO Report on Holme Valley Parish Council Budget 2025-26
- (I.iii.)** Budgets for Consideration by Council 2025-26
- (I.iv.)** Budget 2025-26 Option A lower cost
- (I.v.)** Budget 2025-26 Option B middle cost
- (I.vi.)** Budget 2025-26 Option C higher cost

Deputy Clerk/RFO to report.

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TO NOTE, NALC's briefing "Council Tax Levels of Local Precepting Authorities" which presents its annual analysis of the council tax levels of parish and town councils for the 2024/25 financial year.

RFO to report.

TO APPROVE: the budget for 2025-26, as recommended by the FINANCE AND MANAGEMENT COMMITTEE for HOLME VALLEY PARISH COUNCIL or an alternative thereof.

MATTERS RESERVED FOR FULL COUNCIL

2425 119 The Civic – request from the Trustees regarding monies that may be requested for repairs 7.45pm

Holmfirth Civic Hall Community Trust wishes to update and consult with Holme Valley Parish Council further regarding urgent repairs.

As context the Deputy Clerk/RFO has prepared a report on funding for the Civic in 2024-25 to date **(J)**.

On 14th October Council **RESOLVED** to take responsibility for funding Civic roof repairs at pace, including undertaking to pay up to a further £22,000 from General Reserves should the need arise.

However, the resolution taken did not exactly reflect the HCHCT request which was for an additional £22,000 should the need arise for the roof and other urgent repairs. Following discussion with the Civic Business Development Manager the Clerk watched the recording and can confirm that the Chair of Holmfirth Civic Hall Community Trust made reference to urgent works as well as roof repairs; the HVPC understanding was that the reference to urgent works was in regard to the urgent works on the roof – not the additional urgent works that Mosedale Gillatt Architects had identified for 2024-5 from the condition report (eg M&E report, H&S issues, propping etc).

So, whilst a further £22,000, should it be needed, has been resolved upon, the misunderstanding is what this can be spent upon. HCHCT have requested that the Parish Council resolves this. HCHCT's request was for an additional £12,000 to fill the potential shortfall on the roof works PLUS £10,000 for urgent works.

Unfortunately, the discrepancy didn't come to light until after the M&E survey had been commissioned and so this expense has already been incurred.

Holmfirth Civic Hall Community Trust are now seeking confirmation that the £22,000 remains available and that it can, if necessary, be spent as per their intended request - £12,000 on any shortfall for the roof works together with £10,000 for urgent works. HCHCT expects to call upon the up to £10,000 for urgent works if those works are undertaken in the current year due to escalating costs from the original work plan. The remaining £12,000 for changes to the costs of the roof repairs could be called upon if it becomes clear whilst carrying out roof repairs that additional work/cost is needed.

In effect, this can be viewed as a change of use request and HCHCT asks Council:

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TO CONSIDER: specifying that of the up to £22,000 to be paid to HCHCT from General Reserves should the need arise £12,000 may be for roof repairs and £10,000 for other urgent works.

The Business Development Manager has provided the following by way of update on the actual roof repairs:

The scaffolding went up on 18th November, the asbestos survey was conducted later that week and has come back showing no signs, so works can commence. Some work took place the following week but will commence in earnest w/c 9th December and we are assured that works should still be completed before the Christmas holiday. There is a site meeting on 10th December, so a fuller update can be provided thereafter.

HCHCT to keep HVPC informed.

TO CONSIDER: any other action regarding the Civic urgent repairs.

2425 120 Holme Valley Parish Council Action Plan for December 2024-May 2027 – DRAFT – for comment 7.55pm

As part of the Certificate in Local Council Administration (CiLCA) qualification the Clerk has produced a draft action plan (K) for the Parish Council and would welcome feedback on:

- whether this might be a useful document for the Parish Council to use to check on progress in meeting strategic priorities and objectives.
- amendments to the text, particularly any factual inaccuracies.
- suggested amendments to the format.
- additional objectives to add.

As stated in the endnotes, this action plan does not attempt to cover the routine work of the Parish Council and its officers but focuses on new developments.

TO CONSIDER: actions regarding the draft Holme Valley Parish Council Action Plan December 2024-May 2027.

2425 121 Review of Committee Structure and Meetings Schedule - update from working group 8.05pm

The working group established by FULL COUNCIL on 24 June 2024 wishes to further report back on its work to date – please see the report (L)

- i. **TO CONSIDER:** moving responsibility for the management and funding of large HVPC 'assets' ie The Civic, and Honley Library from Service Provision to Finance and Management from May 2025.
- ii. **TO CONSIDER:** disbanding the CACE Committee from May 2025.
- iii. **TO CONSIDER:** establishing a Communications and Engagement sub-committee of Full Council from May 2025.
- iv. **TO CONSIDER:** scheduling an additional Full Council Meeting for August/September from May 2025.
- v. **TO CONSIDER:** establishing a stand-alone Grants Committee meeting twice a year to manage the allocation of all Council Grants.

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- vi. **TO NOTE:** that a report will be made to Full Council on 3 February 2024 as to the outcome of a trialling of a new approach to considering planning applications by the Planning Committee.
- vii. **TO CONSIDER:** any further actions arising from the work of the Review of Committee Structure and Meetings Schedule working group to date.

2425 122 EPIKs – potential for partnership working on Walks by Bus initiative

8.15pm

EPIKs have invited Holme Valley Parish Council to work in partnership with them on their 'Walks by Bus' initiative.

Over the past year, HVPC has exercised its legal powers to explore opportunities to publicise information on and the use of public passenger transport services in the Holme Valley area, with the public awareness of bus service details being identified as very much lacking. This is in addition to the annual grants already being made in support of community transport services.

A Working Group on Local Public Transport Services was established and continues to operate, coordinated by Cllr Baylin. The group's goals are:

- Review the suitability of the current local bus provision in the Holme Valley.
- Increase the use of local public transport to reduce the use of cars and traffic congestion, and also to safeguard and expand the network of public transport.
- Reduce the levels of environmentally harmful emissions and other damaging consequences from the use of vehicles.
- Improve the health and wellbeing of members of our community.

Cllr Baylin has spoken to a member of the EPIKs team about how EPIKs and the Parish Council, through the Working Group, might work in partnership on initiatives, and how this might add value to both organisation's projects and achieve even greater value for the community.

The 'Walks by Bus' initiative also fits with some of other Parish Council priorities including promoting tourism and supporting local businesses.

The Council is asked to consider confirming formal support for the partnership working outlined above.

At the time of writing this agenda EPIKs were seeking funding for planning and scoping the 'Walks by Bus' project from a source administered by Kirklees Council on behalf of WYCA. On this occasion a factor in the possible success of such a project was the potential for 'unlocking' match funding. There is an EMR of £2,500 for Public Transport projects. Whilst timing may mean EPIKs will have missed the opportunity to apply for this particular grant Council is asked to consider if it is, in principle, in favour of providing match funding of up to £1000, subject to satisfactory details of the use of the funds, should further opportunities to secure funding arise.

TO CONSIDER: approval of partnership working with EPIKs to include, in principle, expenditure of up to £1,000 from EMR Public Transport to assist meet match-funding criteria for grants for the delivery of shared projects.

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TO CONSIDER: any other action with regards to partnership working with EPIKs.

2425 123 Big Community Celebration

8.20pm

A review by the Working Group regarding the Big Community Celebration held on Saturday 9 November took place on 5 December.

Working Group to report further.

TO CONSIDER: authorising the Working Group to continue its work and begin planning for a similar event in Autumn 2025 with a view to then moving to hosting an event every two years.

TO CONSIDER: any other action with respect to the Big Community Celebration.

A firm date for the 2025 event will be proposed at Full Council on 3 February 2025.

2425 124 Standing Order 3g – the 3 Minute Rule

8.25pm

All councillors are asked to read the letter from Clerk sent to Council and Committee Chairs attached **(M)**. This concerns the application of the application of Standing Order 3g in meetings. This Standing Order states that “*a member of the public shall not speak for more than 3 minutes.*”

Clerk to report further.

TO NOTE: letter from the Clerk briefing all councillors chairing meetings regarding Standing Order 3g, the 3-minute rule.

TO CONSIDER: the purchase of a timer to be used in meetings by officers to assist in applying Standing Order 3g.

2425 125 Covid Memorial working group - update

8.27pm

The opening day for both the Covid Memorial Garden at Honley Library and the Covid Memorial Orchard at Sands Rec is Saturday 5 April - timings to follow. The plaque for the Memorial to be situated at Honley Library has been received and will be exhibited at the meeting.

Working Group to report further.

TO NOTE: progress reported regarding the establishment of appropriate memorials at Sands and Honley Library.

TO CONSIDER: authorisation for the Working Group to continue their work through to conclusion.

2425 126 Single point of contact with Kirklees Council

8.28pm

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Communications with Kirklees Council has featured in previous FULL COUNCIL agendas this council year. Included is (N) an email thread involving the Clerk and the Chief Executive of Kirklees Council with responses from Cllr Brook, Cllr Wilson and Cllr Whitelaw. Please make allowances for anomalies in the formatting.

Clerk to report further.

TO CONSIDER: any actions arising with regards to communications with Kirklees Council.

2425 127 Kirklees Environment Strategy – Everyday life Pledge

8.32pm

Earlier this year Kirklees Council approved its Environment Strategy, termed its 'Everyday life' strategy – see (O.i.) and also

https://links-2.govdelivery.com/CL0/https:%2F%2Fkirkleestogether.co.uk%2F2024%2F09%2F23%2Fkirklees-councils-new-environment-strategy-everyday-life%2F/1/0101019234a60872-a2aa1dc0-25ee-44f6-893a-74844b393342-000000/v6mP9Nyj3FeBKbF7O_NTqRvjHvs9_sisqhRPy5T5Tlw=372

Document (O.i.) is labelled as a draft. However, it is the only printable version of the Everyday Life strategy the clerk has been able to obtain. Also included is (O.ii.) the report submitted for consideration to Kirklees Council regarding the strategy.

Part of the strategy is the opportunity for individuals, businesses and organisations to 'pledge' support for the strategy. There is an online form to complete a pledge (active for 5 years) and a wide choice of elements to select from.

Cllr Whitelaw and Cllr Blacka have requested this item.

TO CONSIDER: actions regarding pledging to support Kirklees Everyday Life strategy.

2425 128 Local Plan Review

8.35pm

With regards to the Local Plan Review, notes from the Working Group meeting of 14 November (P.i.), and the Kirklees Local Development Scheme March 2024 (P.ii.) are attached.

TO CONSIDER: actions regarding the Local Plan Review.

2425 129 Working Groups update

8.38pm

Since its establishment in May 2023 this Parish Council and its committees have approved the formation of a number of working groups in line with Standing Orders and the Scheme of Delegation. The clerk team has been updating information regarding the working groups, requesting that committees review whether or not their working groups remain active or have conclude. This request to review working groups is now made of Full Council. A list of

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working groups reporting to FULL COUNCIL, updated by the Deputy Clerk/RFO, has been compiled for reference (Q).

Clerk to report further.

TO CONSIDER: confirming the accuracy of the Working Groups written update.

2425 130 Use of personal electronic equipment requiring charging in the Exhibition Room 8.40pm

It is a requirement that any electronic equipment to be used in the Exhibition Room and the Civic spaces more widely be PAT-tested. This also applies to councillors' personal devices that they wish to plug in such as laptops, tablets and phones.

Clerk to report.

TO NOTE: any personal electronic devices should be PAT-testing before connecting to power in the Civic including the use of devices during meetings in the Exhibition Room.

2425 132 Ward asset register survey of benches, war memorials and other small assets - update 8.41pm

There are a number of amendments to ward asset registers outstanding. The clerk intends to update these before the next FULL COUNCIL meeting and distribute to members by email or post as preferred. The Clerk apologises for the delay in completing this task.

TO NOTE: Ward asset register update to follow ahead of the next FULL COUNCIL meeting.

An action for the clerk is to update ward asset registers and distribute prior to the next FULL COUNCIL meeting.

2425 134 Councillor training 8.42pm

Councillors are asked to complete a brief evaluation of any training undertaken. There are no evaluations to consider at the meeting.

An action for the Clerk from the FULL COUNCIL meeting on 14 October remains to distribute the revised evaluation sheet to those councillors who have had training since the June FULL COUNCIL meeting for completion and presenting to a later meeting.

Clerk to report further.

TO CONSIDER: actions regarding councillor training evaluations.

REFERRALS FROM STANDING COMMITTEES

FINANCE AND MANAGEMENT COMMITTEE

2425 135 Grant application from Full Life Church Foodbank 8.43pm

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A grant request was received from Full Life Foodbank **(R)** at the FINANCE AND MANAGEMENT COMMITTEE meeting on 2 December 2024. This was considered outside of the usual grants cycle as the request was linked to the Foodbank's Christmas appeal and therefore time critical.

Clerk to report further.

TO NOTE: A Community Benefit grant of £1500 for Full Life Foodbank was approved by the FINANCE AND MANAGEMENT COMMITTEE at the meeting on 2 December 2024.

Subsequent to this, COUNCIL is asked:

TO CONSIDER: A recommendation from the FINANCE AND MANAGEMENT COMMITTEE at the meeting on 2 December 2024 for a further grant from General Reserves of up to £3,500 for Full Life Church Foodbank.

Further to this, COUNCIL should **NOTE** that a donation of £500 from Chair's Expenses by the Chair was made to the Foodbank.

CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE

2425 136 Communications and Engagement Strategy 8.46pm

At the meeting on 25 November the CACE COMMITTEE resolved to recommend the Communication and Engagement Strategy **(S)** to FULL COUNCIL (Item 2425 70).

TO APPROVE AND ADOPT: the Communications and Engagement Strategy as presented with immediate effect.

STAFFING COMMITTEE

2425 137 Appointment of Vice Chair of Staffing Committee 8.47pm

TO NOTE: Cllr Baylin appointed by the Staffing Committee to be its Vice Chair at the meeting on 18 November 2024 (minute 2425 24).

2425 138 Appointment of Staff Performance and Development Lead 8.48pm

TO NOTE: Cllr Blacka appointed by the Staffing Committee to be the Staff Performance and Development Lead at the meeting on 18 November 2024 (minute 2425 25).

TO NOTE: An action for the Clerk from the Staffing Committee meeting on 18 November 2024 is to amend Standing Orders for 2025-6 to clarify that it is the Staffing Committee that line-manages the Clerk.

PLANNING COMMITTEE

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2425 139 Disestablishment of EMR 343 Road Safety 8.49pm

Chair of PLANNING/ Assistant Clerk to report.

TO APPROVE: the disestablishment of EMR 343 Road Safety with remaining balance of £4850 returning to General Reserves as recommended by the PLANNING COMMITTEE ON 11 November 2024.

MISCELLANEOUS ITEMS/ CORRESPONDENCE

2425 140 Chair's Report 8.50pm

Chair to give a verbal report on activities on behalf of HOLME VALLEY PARISH COUNCIL.

TO CONSIDER: any actions arising from the Chair's Report.

2425 141 Reports from and questions for Kirklees Ward Councillors 8.53pm

An opportunity for Holme Valley North and Holme Valley South Kirklees councillors to share information with Holme Valley Parish Council.

Clerk to report any information received by email etc with regards to this item.

TO CONSIDER: any actions arising from any reports received from Kirklees Ward Councillors.

TO CONSIDER: any actions regarding the invitation to participate in the #Tell Tracy consultation.

2425 142 Correspondence with and from Woven 8.56pm

The following correspondence was exchanged follow the Full Council meeting of 14 October 2024 **(T.i.)** and information received from Woven **(T.ii)**.

Cllr Baylin to report further.

TO NOTE: correspondence regarding Woven project.

TO CONSIDER: any actions regarding the Woven project.

2425 143 Unity Bank 8.57pm

Deputy Clerk/RFO to report on **(U)** email regarding banking arrangements.

TO NOTE: information from the Deputy Clerk/RFO regarding the Parish Council's banking providers.

2425 144 Conditional Planning Permission granted for Solar Panels on Holmfirth Public Toilets 8.58pm

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Please see correspondence **(V)** from Kirklees giving full conditional planning permission for the installation of solar panels at Holmfirth Public Toilets.

TO NOTE: correspondence regarding the installation of solar panels at Holmfirth Public Toilets.

TO CONSIDER: any further action with relation to the installation of solar panels at Holmfirth Public Toilets.

2425 145 Items for Publicity

8.59pm

A standing item for councillors to put forward potential items for publicity arising from the meeting. There is a period of Pre-election sensitivity in place until 17 October 2024.

TO CONSIDER: Council matters to be publicised subsequent to the meeting.

CLOSE 9.00pm

Please note that timings on the agenda are given for guidance of the Chair and Council only and should not be taken as the time at which discussion of a particular item will commence.

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

MEETING OF THE PARISH COUNCIL

held on **MONDAY, 14 OCTOBER 2024** at **7pm**
in **THE CIVIC, HOLMFIRTH, HD9 3AS**

IN THE CHAIR: Cllr Pat Colling

PRESENT:

Cllr Lawrence Baylin
Cllr Mary Blacka
Cllr Damian Brook
Cllr Tom Dixon (Vice Chair)
Cllr Donald Firth
Cllr Charles Greaves
Cllr Chris Green
Cllr Jenny Holmes
Cllr Glenn Kirkby
Cllr Jo Liles
Cllr Alison Morgan
Cllr Hugh Osborne
Cllr Steve Ransby
Cllr Martin Rostron
Cllr Jane Rylah
Cllr Tricia Stewart
Cllr Sarah Whitelaw
Cllr Andy Wilson

APPROVED APOLOGIES: Cllr Isaac Barnett, Cllr Donna Bellamy, Cllr Andrew Fenwick, Cllr Kath Fernandes
(further dispensation for up to 6 month absence granted)

OTHER ABSENCES: None

TAKING MINUTES: Jen McIntosh (Clerk)

IN ATTENDANCE: Rich McGill (Deputy Clerk/RFO)

- DRAFT MINUTES-

Cllr Pat Colling, Chair, welcomed all to the meeting and explained that there was a long agenda to get through, meaning that both members and the public would be expected to keep to the three minute limit on speaking. The Chair also explained that she would also not call on members to speak more than once for any item unless there was new information to report.

The Chair explained how a member of the public in attendance, the Chair of Holmfirth Civic Hall Community Trust, would contribute to item 2425 79 at the appropriate time, Standing Orders being suspended.

The Chair additionally welcomed two other members of the public present who wished to address the COUNCIL.

The Parish Council **RESOLVED** to move item 2425 68 to after items 69 to 73 had been heard.

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PROCEDURAL MATTERS

2425 69 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014

The meeting was recorded for public broadcast via the HOLME VALLEY PARISH COUNCIL YouTube channel. There were no other requests to make a recording of the meeting.

2425 70 Items to be heard in private session

The Clerk explained that any discussion of a legally privileged report distributed to members with reference to item 2425 79 should be heard in private session.

RESOLVED: that agenda item 2425 79 be heard in private session.

Recording to be halted during the item and members of the public to be asked to leave the meeting.

2425 71 Apologies and reasons for absence

Apologies and reasons were circulated prior to the meeting starting.

APPROVED: apologies and reasons for absence from Cllr Isaac Barnett, Cllr Donna Bellamy, Cllr Andrew Fenwick.

Details of a request for a further six month dispensation for Cllr Kath Fernandes had been sent out under separate cover prior to the meeting.

APPROVED: a 6-month dispensation from attending Council events for Cllr Kath Fernandes.

2425 72 Receipt of written Declaration of Pecuniary and Other Interests

Any revised written Declarations of Pecuniary and Other Interests received from councillors will be emailed out in advance of the meeting.

Clerk reported that a revised DPI from Cllr Damian Brook had been received at a meeting of the PLANNING COMMITTEE on 12 August 2024 and had been shared with members prior to this meeting.

A revised DPI from Cllr Steve Ransby had been shared prior to the meeting.

NOTED: receipt of revised written declarations of pecuniary and other interests from Cllr Damian Brook and Cllr Steve Ransby.

2425 73 Declaration of interests in agenda items

NOTED: Cllr Wilson and Cllr Ransby declared interests in item 2425 79 as trustees of Holmfirth Civic Hall Community Trust appointed by HOLME VALLEY PARISH COUNCIL and would refrain from voting upon any motion for the item.

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No declarations of interests of officers in agenda items were declared.

2425 68 Public Question Time

As per the earlier resolution, this item was heard after item 2425 73 concluded.

Three members of the public were present.

Two members of the public were in attendance to make representations regarding the Planning Committee's decision from 16 September to object to application 2024/62/92626/W.

One member of the public in support of the application addressed the Parish Council and asked that the Parish Council reconsider the decision to object, making the following points:

- That the application and site referred to was **not** agricultural land but a commercial stables – Class Q does not apply.
- That this was a brownfield site in line with Planning policy.
- That the land had been used for 40 years and that its deeds refer to a right of way.
- That access to the land was not inadequate and visibility was good.
- That the applicants had erected the wide gate.
- That the footprint of building would be reduced, reducing spread into the greenbelt.
- That the change in use proposed would result in a reduction in vehicle movement.
- The property would be a low-carbon, triple-glazed, air-sourced heat pump, grey water harvesting, highly insulated property.
- That the application be supported.
- That similar properties had had similar applications approved.

The Chair thanked the member of the public and stated that this would not be discussed at the meeting. The two members of the public left the meeting after the representation was concluded.

The third member of the public was the Chair of Holmfirth Civic Hall Community Trust and present in order to make representations regarding item 2425 79.

2425 79 The Civic – request from the Trustees regarding roof repairs

Standing Orders were suspended to allow the Chair of Holmfirth Civic Hall Community Trust (HCHCT) to update and consult with Holme Valley Parish Council regarding roof repairs. A legally privileged report regarding repairs had been circulated beforehand along with an email from the Civic Business Development Manager.

The HCHCT Chair explained that differences in costs for roof repairs and essential works between the first sum shared with the Parish Council and latest figures were due in part to adjustments made following receipt of Kirklees conservation officer comments and also as a result of the tendering process.

The difference meant that costs were likely to exceed the £40,000 already committed by the Parish Council for essential works and other funds committed by HCHCT.

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A less expensive 'option B' of a part-fix of the kitchenette roof would only be a short-term fix and was not desirable. HCHCT are committed to fixing the building with longevity in mind so that works do not need to be repeated or further costs incurred.

A report on essential works identified by the architect had been shared with the Parish Council at an earlier meeting. A potential shortfall of £22,000 had been identified for completing those essential works and roof repairs, with the expected cost being £60,143.77 but possibly rising to £81,896.34 should there be delays or cost increases beyond the control of the contractors. The HCHCT Chair stated that it was likely that HCHCT would need to approach the Parish Council for just over a further £10,000 to ensure the works could be completed.

Following a tendering process a contractor had been appointed with a potential two-week lead in time to get the repairs underway.

Due to the time of year and the weather it was a race against time to complete the repairs and prevent further deterioration.

There was discussion and questions for the HCHCT Chair regarding the feasibility of starting repairs works whilst also accelerating work regarding forming a vision of how the Civic might be remodelled for future use. The HCHCT Chair explained that the completed architect's vision report would follow by the end of 2025 but also that it was anticipated that extensive consultation with the public would be part of that process to ensure that the Civic would closely meet the community's needs for the future.

The Parish Council went into private session at 7.16pm to consider the matter.

Cllr Greaves arrived during this item at 7.25pm.

RESOLVED: that HOLME VALLEY PARISH COUNCIL takes responsibility for funding Civic roof repairs at pace, including undertaking to pay up to a further £22,000 from General Reserves should the need arise.

An action for Cllr Baylin as Chair of SERVICE PROVISION COMMITTEE was to attend a meeting of HCHCT.

TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETINGS

2425 74 Minutes of Full Council meetings

APPROVED: the Minutes of the FULL COUNCIL Meeting held on 24 June 2024 numbered 2425 42 to 2425 67.

Regarding ongoing matters arising from the minutes which do not appear under other agenda items, the clerk stated that a report from the Parish Council's legal representatives was awaited regarding the Civic Underlease.

THE COMMITTEE MINUTES UNDER DELEGATED POWERS

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2425 75 Minutes of Standing Committee meetings

NOTED: the Minutes of the SERVICE PROVISION COMMITTEE Meeting held on 8 July 2024 numbered 2425 01 to 2425 25 **APPROVED** at the SERVICE PROVISION COMMITTEE Meeting held on 23 September 2024.

NOTED: the Minutes of the PLANNING COMMITTEE Meeting held on 15 July 2024 numbered 2425 61 to 2425 79 **APPROVED** at the meeting of the PLANNING COMMITTEE Meeting held on 12 August 2024.

NOTED: the Minutes of the PLANNING COMMITTEE Meeting held on 12 August 2024 numbered 2425 80 to 2425 99 **APPROVED** at the meeting of the PLANNING COMMITTEE Meeting held on 16 September 2024.

NOTED: the Minutes of the FINANCE AND MANAGEMENT COMMITTEE Meeting held on 19 August 2024 numbered 2425 39 to 2425 55 **APPROVED** at the meeting of the FINANCE AND MANAGEMENT COMMITTEE Meeting held on 19 August 2024.

APPROVED: the Minutes of the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE Meeting held on 9 September 2024 numbered 2425 25 to 2425 53.

NOTED: the Minutes of the PLANNING COMMITTEE Meeting held on 16 September 2024 numbered 2425 100 to 2425 118 **APPROVED** at the meeting of the PLANNING COMMITTEE Meeting held on 7 October 2024.

APPROVED: the Minutes of the FINANCE AND MANAGEMENT COMMITTEE Meeting held on 30 September 2024 numbered 2425 56 to 2425 72.

The clerk apologised that the SERVICE PROVISION COMMITTEE minutes from 23 September 2024 were not yet completed.

FINANCIAL MATTERS

2425 76 Council Budget 2024-25 Year-To-Date including Earmarked Reserves

A report from the Deputy Clerk/RFO on the Council Budget 2024-25 YTD including Earmarked Reserves had been circulated prior to the meeting.

Deputy Clerk/RFO reported on costs affecting General Reserves including insurance and by-election costs.

NOTED: Budget Year-To-Date Report including Earmarked Reserves.

2425 77 Schedule of Payments

The Schedule of Payments October 2024 was circulated ahead of the meeting.

NOTED: the Schedule of Payments for October 2024 as presented.

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2425 78 The External Audit and Certificate

Deputy Clerk/RFO reported that the external audit certificate had been received along with the AGAR and accompanying letter. It had been uploaded to HOLME VALLEY PARISH COUNCIL website and displayed on the Noticeboard outside the Civic. There were no issues.

NOTED: the receipt of the external audit certificate.

RESOLVED: to approve the removal of the physical copies of the documentation outlined above from the HVPC Noticeboard following the meeting.

MATTERS RESERVED FOR FULL COUNCIL

2425 80 Update regarding referral to YLCA regarding Holme Valley Parish Council commissioning works and not paying VAT

Following the whole council training on 23 September 2024 the clerk raised a query with YLCA regarding Holme Valley Parish Council commissioning works and not paying VAT and is now awaiting feedback.

NOTED: update from the clerk regarding referral to YLCA.

2425 81 Referrals to the Monitoring Officer

Clerk reported on notification of referrals/ referral outcomes from the Kirklees Monitoring Officer.

NOTED:

- (i) 1 referral concerning an alleged breach of the Code of Conduct by a councillor had been considered by an assessment panel. It was not upheld. The councillor involved had been informed. No further details will be released by the Monitoring Officer and the matter was now concluded.
- (ii) 2 further referrals were not being taken forward. No further details would be released.
- (iii) There were no outstanding referrals.

2425 82 The laying of poppy wreaths and participation in Remembrance Services and Processions in the Holme Valley

The Council was asked to nominate representatives for each of the poppy wreath-laying ceremonies at the 8 war memorials sited in the Holme Valley, including the parades in Honley and New Mill to take place on Sunday 10 November 2024.

NOTED: the expenditure of £160 on 8 poppy wreaths.

RESOLVED: representation of Holme Valley Parish Council at Acts of Remembrance on Sunday 10 November 2024 as set out in table below.

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War Memorial and contact names	Details from 2023 – provisional for 2024 and to be confirmed by the clerk in due course	Cllr attending 2024
Holmfirth Rev Keith Griffin	10.45am Holy Trinity Parish Church Wreath is first laid in Church as part of service then taken by car to the War Memorial at Holme Valley Memorial Hospital. Tea and biscuits in the lounge at HVM Hospital afterwards. (Mr John Booth has the wreath and will bring it to the church to give to the attending Councillor.)	Cllr Colling
Brockholes Katrina Robinson-Brown	11am Wreath laid at War Memorial itself followed by Service at St George's Church.	Clerk to check with Cllr Fenwick (Cllr Barnett possible)
Hepworth Rev Keith Griffin	9.30am Service in Holy Trinity Church Hepworth then Act of Remembrance at Church Lych Gate	Cllr Dixon
Holmbridge Rev Nick Heaton	10.50am Wreath-laying Ceremony at War Memorial in grounds of St David's followed by Service inside.	Cllr Whitelaw
Honley Fiona Roberts Honley RBL Katrina Robinson-Brown	10am Service at St Mary the Virgin followed by Procession to War Memorial and Act of Remembrance/wreath laying. Procession then re-forms and goes back through village centre ending in People's Park around 11.20am	Cllr Green
Netherthong Rev Nick Heaton	10.50am Ceremony at War Memorial followed by Service in All Saints Church.	Clerk to check with Cllr Barnett (Cllr Blacka possible)
New Mill Contact to follow Neil Tinker New Mill RBL	10.30am Remembrance Service at Christ Church followed by Procession and Wreath-laying Act of Remembrance (inside)	Cllr Firth
Upperthong Rev Keith Griffin	10.45am Service at St John's Upperthong followed by Ceremony of Remembrance at the Lych Gate	Cllr Holmes

Councillors to collect wreaths from the HVPC office. Clerk to update information regarding the services and inform councillors as appropriate.

2425 83 Meeting of the Complaints Panel

Clerk reported that the Complaints Panel met on Monday 22 July 2024 to consider a formal complaint received from a resident in line with Holme Valley Parish Council Complaints Procedure.

NOTED: the outcome of the meeting of the Complaints Panel held Monday 22 July 2024 – that none of four complaints considered were upheld.

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The complainant has received informal notification of the outcome of their complaint.

Actions for the clerk were to:

- review any policy pertaining to councillors’ use of social media in acknowledgement of a concern having been raised and bring any amendments to a later Full Council meeting.
- arrange for formal written notification to be sent to the complainant in line with the Complaints Policy.
- give feedback to councillors named in the complaint.

The Complaints Panel has requested that all councillors reflect on their use of social media and ensure that this continues to meet the standards set out in Holme Valley Parish Council policy.

An ongoing communications policy was being assembled by the CACE COMMITTEE.

The clerk was thanked for their work in presenting the Parish Council’s case at the Complaints Panel meeting.

2425 84 Adjustments to the Council Meetings Schedule

The clerk wished to make an adjustment to the remaining meetings scheduled for the Council Year 2024-25 to accommodate workload. The intention was to push back the Staffing Committee meeting from Monday 21 October to Monday 18 November 2024. No other meetings were affected. All Committee members had indicated that they were available for the new date.

APPROVED: one change to the Council Year 2024-25 Meetings Schedule, moving the STAFFING COMMITTEE meeting from 21 October 2024 to 18 November 2024.

An action for the clerk was to arrange for the revised schedule of meetings to be emailed out to members and also to the staff of HCHCT and posted to the HVPC website.

2425 85 Report on rights of way relating to the Civic

The clerk had written to the Chair of Holmfirth Civic Hall Community Trust to conclude the matter of rights of way pertaining to the Civic. This letter – containing legally privileged information – had been shared with members prior to the meeting.

The ex-gratia payment referred to in earlier item 2425 77 schedule of payments was with reference to damage caused to a neighbouring property’s garden.

NOTED: that the matter of rights of way regarding the Civic was now concluded.

2425 86 Review of Committee Structure and Meetings Schedule - update from working group

The working group established by FULL COUNCIL on 24 June 2024 reported back on its work to date, including three specimen meeting schedules for the Council Year 2025-26, which were **NOTED**.

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Work so far had involved scrutiny of other local councils' committee/meeting structure and discussion of how HVPC's structures could be changed, including possible disestablishment of the CACE COMMITTEE and changes to the remit and meetings cycle of the PLANNING COMMITTEE. The latter had already streamlined their way of working as a move towards smarter working. The working group's purpose was to review the Parish Council's ways of working and structures to best serve the community.

Feedback included:

- Widening the group to include all Committee Chairs – more involvement in drawing up the proposals was to be welcomed.
- That due consideration be given to the expectation amongst the public that the Parish Council would be involved in planning – the member of public speaking in public session today illustrated this.
- A suggestion that each Committee consider how it might streamline its work and for this to be fed back through Chairs.

Proposals will be brought to a future FULL COUNCIL meeting.

2425 87 Whole Council Training – outcome

The whole council training took place on Tuesday 24 September with 15 councillors present and 2 members of the clerk team.

The trainer, the senior officer from Yorkshire Local Councils Associations (YLCA), sent the presentation slides used and also the Local Government Association Model Code of Conduct and accompanying Guidance for local and parish councils referred to at the training.

A key takeaway from the training had been that it might be possible to review HOLME VALLEY PARISH COUNCIL's current Code of Conduct to provide greater clarity regarding procedures for declaring interests in agenda items.

Cllr Colling offered a condensed version of the training to those members unable to attend.

An action for the clerk was to arrange dates to be fixed for the training catch-up.

RESOLVED: to establish a working group to review the Code of Conduct consisting of Cllr Blacka, Cllr Liles and the Clerk.

2425 88 Councillor training – evaluations record

Clerk reported that councillors are asked to complete a brief evaluation of any training undertaken. A revised evaluation form was under consideration, including a section on actions to be taken following training.

APPROVED: the revised evaluation form, as presented.

Training can include events and experiences as well as paid courses.

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2425 89 Covid Memorial working group - update

Cllr Blacka gave a verbal update from the Covid Memorial working group, explaining that the Honley Library Planning Application for an extension would need amending to allow the establishment of a memorial garden at the site. This was likely to delay the completion of the project.

2425 90 Dropbox for councillors

Following a request from councillors a councillor folder is to be set up using Dropbox in due course. This will enable councillors to access a number of shared documents.

It was suggested that an audit of councillor IT skills and appropriate training would need to be offered so that the Dropbox could be utilised.

Cllr Liles offered to design a questionnaire and video explainer to assist councillors.

2425 91 Ward asset register survey of benches, war memorials and other small assets - update

The clerk reported that there were a number of amendments to ward asset registers outstanding. The clerk apologised for this. The intention was to update these before the next Full Council meeting and distribute to members by email or post as preferred.

NOTED: Ward asset register update to follow ahead of the next FULL COUNCIL meeting.

Action for the clerk to update and distribute ward asset registers before the next Full Council meeting.

2425 92 Elections costs from General Reserves

The bill from Kirklees Council for the costs of the Upper Holme Valley by-election was significantly higher than that of previous by-elections, - £9,016.17. Kirklees has stated that this cost was likely to be an approximate standard cost for future by-elections. There was no current budget line for elections, though there was an earmarked reserve holding £7,000. This, however, was mainly held with a view to adding to it year-on-year so that there would be £30,000 by the time the next full Council election comes round. The RFO suggested that the payment of the election cost of £9,016.17 should come solely from general reserves.

RESOLVED: to approve the payment of £9,016.17 for election costs from General Reserves.

REFERRALS FROM STANDING COMMITTEES

FINANCE AND MANAGEMENT COMMITTEE

2425 93 Grants working group - update

At the meeting on 19 August 2024 the FINANCE AND MANAGEMENT COMMITTEE **RESOLVED** to

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recommend to FULL COUNCIL a revised grant application procedure to be in place for the grants cycle in February 2025 (minute 2425 45).

The revised procedure consisted of:

- 1) a Report intended to rationalise the grants process.
- 2) Guidelines for applicants for grants.
- 3) an updated Application Form.
- 4) an updated Grant Evaluation Report.

APPROVED: the revised grant application procedure and accompanying documentation.

2425 94 New model Financial Regulations from the National Association of Local Councils (NALC)

The Financial Regulations Working Group consisting of Cllr Wilson, Cllr Colling and the RFO/Deputy Clerk, presented its draft of the Parish Council's Financial Regulations based on the new NALC model Financial Regulations to the FINANCE AND MANAGEMENT STANDING COMMITTEE 30th September 2024.

The Working Group had set out to try to 1. protect the Parish Council from fraud, whilst 2. rationalising its financial processes so that it operates more efficiently, responsively and effectively, and 3. the Financial Regulations accurately set out how the Parish Council actually operate in practice.

The FINANCE AND MANAGEMENT COMMITTEE recommended the draft Holme Valley Parish Council Financial Regulations to the Council as presented. The following points were highlighted:

- Committees can now approve expenditure up to £10,000 from their budget lines and Earmarked Reserves.
- Each committee should have a 3-year plan for expenditure, factoring in inflation.
- Earmarked Reserves should only be rolled over for specific projects.

APPROVED: the revised Holme Valley Parish Council Financial Regulations as presented with immediate effect.

The operational use of the revised regulations to be reviewed by the FINANCE AND MANAGEMENT COMMITTEE in approximately six months' time (March/April 2025)

SERVICE PROVISION COMMITTEE

2425 95 Gartside Unit - update

Clerk reported that at the meeting on 23 September 2024 the SERVICE PROVISION COMMITTEE **RESOLVED** to recommend to FULL COUNCIL to release money from EMR 331 Gartside Unit (£6000) for expenditure of up to £500 for essential maintenance and refurbishment of the unit and up to £689.35 for the erection of a new external noticeboard, matching one already in situ.

APPROVED: the release of up to £1189.35 from EMR 331 Gartside Unit to maintain and refurbish the Gartside Unit.

2425 96 Defibrillators

The Clerk reported that following a review of defibrillator provision, ownership and upkeep in the

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Holme Valley the SERVICE PROVISION COMMITTEE at its meeting on 8 July 2024 **RESOLVED** to recommend to FULL COUNCIL that HOLME VALLEY PARISH COUNCIL took on the responsibility for two existing defibrillators – one sited at the garage of a private residence on Oaks Lane, Brockholes and one sited on Huddersfield Road, Holmbridge (minute 2425 23).

There were at least 36 defibrillators in the Holme Valley Parish Council area. Of these, 2 were currently the responsibility of Holme Valley Parish Council – one outside the Civic and one outside Holmfirth Toilets. The Yorkshire Ambulance Service – which has oversight of provision – has requested that HVPC take on responsibility for the 2 further defibrillators.

RESOLVED: HOLME VALLEY PARISH COUNCIL to take on the responsibility for 2 further defibrillators - one sited at the garage of a private residence on Oaks Lane, Brockholes and one sited on Huddersfield Road, Holmbridge – with immediate effect.

CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE

2425 97 Big Community Celebration

The working group delegated to organise the Community Celebration on 9th November reported that they were making good progress on planning the event. The Large and Lesser Hall at The Civic had been booked for 10am-4pm. The working group would keep the Parish Council informed of further developments and welcomed input from any and all members. The event was an opportunity for the Parish Council to engage with the community, so the Parish Council wished as many people to be involved as possible.

The Civic Community Café was to run at the event and a schedule had been drawn up for councillors to meet and greet visitors. Six different musical groups were to perform and there were expected to be c.45 stalls to visit.

It was noted that the Assistant Clerk had created and posted some fantastic social media content to attract footfall.

Councillors were asked to take flyers etc to distribute in their wards.

2425 98 Biodiversity Policy

The CACE COMMITTEE at its meeting on 9 September 2024 **RESOLVED** to recommend that the revised Biodiversity Policy as presented be adopted.

RESOLVED: to adopt the revised Biodiversity Policy as presented.

2425 99 New HVPC website going live Thursday 10 October 2024

The new website went live shortly after 10 October after a few teething issues. The website address would be unchanged. Councillors were encouraged to explore content so far and report any glitches to the Assistant Clerk. Previously bookmarked links might no longer be valid and would need to be set up anew.

To date the website content basically consisted of transferred information. Further development of the website would be an ongoing process.

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NOTED: Thanks were to be passed onto the Assistant Clerk for her leadership of the project and the hard work which had evidently been put into the project to date.

2425 100 Solar Panels – Planning Application advice from Kirklees Conservation Team

Notification via email had been received 08-10-24 from Kirklees advising the Parish Council that the Planning Application for installing solar panels on Holmfirth Toilets was likely to be rejected on conservation grounds.

The Assistant Clerk had contacted Kirklees to ascertain possible consequences of either withdrawing or not withdrawing the application and the deadline for any withdrawing of the application the Parish Council had been extended.

Cllr Ransby had also been in touch with the Planning Officer regarding the vagueness of the objections and believed that further contact would be made via the Clerk regarding clarifying any likely grounds for rejection.

Members discussed possible responses to this set back including liaising with the relevant Planning Officer to make any changes to the application, possibly using inset solar panels to make the design more acceptable in a conservation area.

RESOLVED: to proceed with the application to install solar panels on Holmfirth Public Toilets, including if appropriate working with the Planning Officer regarding possible amendments.

PLANNING COMMITTEE

2425 101 Local Plan Review – working group

A Local Plan working group was established by the PLANNING COMMITTEE at its meeting on 15 July 2024 to draw up a response from HOLME VALLEY PARISH COUNCIL to the Kirklees Local Plan Review. The working group wished to extend an invitation to any councillor regardless of whether or not they were a member of the PLANNING COMMITTEE to join the group.

The work of the group was important as the revised Local Plan would have a real influence on Kirklees Planning decisions.

RESOLVED: the appointment of additional members Cllr Liles, Cllr Whitelaw and Cllr Rylah to the Local Plan Working Group.

The working group now consisted of:

- Cllr Blacka
- Cllr Colling
- Cllr Liles
- Cllr Ransby
- Cllr Rylah
- Cllr Whitelaw
- Cllr Wilson

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MISCELLANEOUS ITEMS/ CORRESPONDENCE

2425 102 Chair's Report

The Chair gave a verbal report on activities on behalf of HOLME VALLEY PARISH COUNCIL including attendance at Meltham Town Council Civic Service, Mirfield Town Council Civic Service and Hebden Royd Council Civic Service. She had also attended Holmfirth Arts Week preview reception and given out prizes at Honley Show.

2425 103 Reports from Kirklees Ward Councillors

There were no reports from Kirklees Ward councillors to share at this time. Cllr Greaves stated that as a Holme Valley North Councillor he would prefer if any councillor present had any questions regarding Kirklees work to raise.

Questions were raised regarding receiving data from the SID and issues with queries to the Planning team not being responded to.

The Deputy Clerk confirmed that the issue regarding the SIDs data had been shared with Cllr Mo Crook and a response received.

Cllr Rylah explained that data regarding the SIDs was shared with Kirklees Ward Councillors including herself and she had shared information she had received regarding this. The responses from both Cllr Crook and Cllr Rylah would be disseminated at a future Planning Committee meeting.

Regarding the question about lack of response from Kirklees Planning, Cllr Greaves shared that the same issues were not apparent with Wakefield Council. The Chair gave feedback from the Whole Council training that YLCA viewed Kirklees and Calderdale as the authorities it was least possible to get information from. Cllr Rylah observed that the reduction in staffing currently evident within Kirklees probably meant that it would be easier to obtain information from Kirklees Ward Councillors than from officers.

The Clerk reminded the Council that it had previously been reported that Kirklees Chief Executive Officer had communicated via email to say that Kirklees would be working with its local councils to review a Local Council/Parish Charter which would address communications issues. Nothing further has since been received regarding the matter.

Cllr Colling is trying to establish a meeting with neighbouring local councils to work collectively on this issue.

2425 104 #Tell Tracy – consultation invitation

Parish and town councils were invited to participate in a consultation on the West Yorkshire Police and Crime Plan. There was a consultation event on Thursday 24 October 1830-2000HRS. Cllr Rylah would check her diary to see if she could attend and then report back.

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2425 105 Communication from *Woven*

The clerk had shared communication from a representative of the Kirklees Woven project, with an invitation for Holme Valley Parish Council to become involved in the project. Cllr Baylin expressed the view that members of the Woven Team be invited to come and talk about the project in person to explore possible HVPC involvement possibly as a lead-in to an invitation to present at a future SERVICE PROVISION COMMITTEE meeting.

2425 106 Charles Brook Convalescent Fund – request for trustees

NOTED: request from the Charles Brook Convalescent Fund for trustees.

Councillors interested in becoming trustees for the Charles Brook Convalescent Fund to inform the clerk.

2425 107 Items for Publicity

The item was a standing item for councillors to put forward potential items for publicity arising from the meeting. The clerk explained that a period of Pre-election sensitivity was in place until the by-election for a Holme Valley South Kirklees Ward Councillor had taken place on 17 October 2024.

The main Parish Council matter to be publicised subsequent to the meeting was the Big Community Event.

The meeting closed at 8.51pm.

APPROVED Minutes of the **PLANNING STANDING COMMITTEE** held at the **EXHIBITION ROOM, THE CIVIC, HUDDERSFIELD ROAD, HOLMFIRTH HD9 3AS** on **MONDAY 07 October 2024** at **700pm**

In Attendance:

Chair: Cllr Andy Wilson

Cllr Tom Dixon, Cllr Joanne Liles, Cllr Steve Ransby

Approved Apologies:

Cllr Mary Blacka, Cllr Damian Brook, Cllr Pat Colling, Cllr Andrew Fenwick

Absent:

Cllr Isaac Barnett, Cllr Donald Firth

Welcome

In the absence of the Committee Chair, Councillor Wilson welcomed Councillors and members of the public to this meeting of the Planning Standing Committee.

Open Session at Planning

Two members of the public were present to talk about a planning application under 2425 125.

2425 119 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014

As Local (Parish and Town) Council meetings can now be recorded, the Chair checked if any members of the public wished to record the meeting, to ensure reasonable facilities can be provided. The meeting was already being recorded by the Officer for public broadcast via the Holme Valley Parish Council YouTube channel.

No other recordings were to be made.

2425 120 To accept apologies for absence

Cllr Mary Blacka, Cllr Damian Brook, Cllr Pat Colling and Cllr Andrew Fenwick were absent from the meeting and had sent apologies.

Cllr Isaac Barnett and Cllr Donald Firth were also absent from the meeting. Cllr Barnett, it was found, had sent apologies to the Assistant Clerk, but had not copied them to the Deputy Clerk, the Officer of the meeting, as previously instructed.

Resolved: The reasons for the apologies of Cllr Mary Blacka, Cllr Damian Brook, Cllr Pat Colling and Cllr Andrew Fenwick were approved by the Committee.



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2425 121 To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

None were disclosed.

2425 122 To consider written requests for new DPI dispensations

None had been received.

2425 123 To consider whether items on the agenda should be discussed in private session

Resolved: The Committee resolved that no items would be heard in private session.

2425 124 To Confirm the Minutes of the Previous Meeting

Approved: The minutes of the Planning Committee meeting held on 16 September 2024, numbered 2425 99 – 2425 118 inclusive were approved by the Committee.

2425 125 Completed Kirklees Planning Applications List

Noted: The list of Kirklees planning applications 6 August 2024 to 10 September 2024 updated with the views of the Committee, was noted by the Committee.

2425 126 Kirklees Council - New Planning Applications

- i. Standing Orders were suspended during this item so that the planning application to which the two members of the public had spoken be moved to the top of the order.

The committee considered the new or amended applications received from Kirklees Council 10 September 2024 to 1 October 2024 inclusive – List 2425-07.

Resolved: That the Planning Committee's comments on the above applications be forwarded to Kirklees Council by the Officer.

- ii. At a previous meeting of the Planning Committee on 16 September 2024, the Committee resolved to trial a new approach to reviewing planning applications. Committee Members were invited to feedback their first impressions of the new approach, and to consider whether to continue with the trial of the new approach or to amend the parameters.

Resolved: To continue with the trial of the new approach to reviewing planning applications.

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2425 127 Peak District National Park Authority

- i. No new or amended applications had been received from the Peak District National Park Authority from 6 August 2024 to 10 September 2024 updated with the views of the Committee.
- ii. No new or amended applications had been received from Peak District National Park Authority 10 September 2024 to 1 October 2024 inclusive.

The Committee considered whether any further action was needed in respect of the Peak District National Park Authority.

Resolved: No further action.

2425 128 Traffic Calming

i. Purchase and placement of SIDs for the Holme Valley

At the full Council meeting on 27th March 2023 councillors approved the expenditure of up to £5,000 on a mobile speed indicator device (SID). This SID is now active within the scheme for Holme Valley South on Penistone Road. At a meeting of the planning committee on 5 February 2024 Cllrs resolved that the clerking team would progress the purchase of a second SID for the Holme Valley. The second SID is now in place on Station Road in Honley close to the High School. The Assistant Clerk will be following with a news piece about the school campaigners. The Parish Council is still to be invoiced for either SIDs.

Members also commented on data collection sheets for two speed camera placements from Kirklees Highways supplied by Kirklees Cllr Mo Crook (not part of the supporting documentation):

- Dunford Road - November 2023 to January 2024
- Greenfield Road - February to April 2024

The Dunford Road data was not concerning. However, Members noted that 42.4% of vehicles on Greenfield Road exceeded the speed limit and 19.2% were travelling above the enforceable limit, - that is over 35 mph in a 30. This would be above the threshold for a speed camera van. The Committee considered any further action.

Resolved: The Committee resolved –

- To ask Cllr Crook and other district Councillors to share data from speed indicator devices in the Holme Valley.
- To ask Cllr Crook if a subsequent positioning of a speed camera van from West Yorkshire Camera Safety Partnership on Greenfield Road was an outcome of the Greenfield Road SID data regarding 19.2% of vehicles being over the enforceable limit. The Greenfield Road SID is close to a primary school.

ii. School Parking Bollards

The Assistant Clerk on 13 May 2024 ordered a set of six “Think Before You Park” bollards, for Brockholes School. The cost was £474 plus £94.80 VAT (which the Parish Council reclaims) totalling £568.80. An email was received from Brockholes school on 19 July 2024 confirming that they had received the bollards but did not wish to use them, the bollards have now been collected and are in storage. At a previous meeting of this committee on 12 August 2024 Cllrs were actioned to approach primary schools they have a connection to, to find the bollards a new host school.

The Committee considered any further action.

Resolved: Cllr Liles would, in the first instance, contact Hade Edge School. Another option might thereafter be Holmfirth Junior and Infants School.

2425 129 Ongoing highways campaigns, including unmade roads, green lanes and byways of the Holme Valley

The ongoing campaigns are:

- i. **Ramsden Road**
- ii. **Cartworth Moor Road**
- iii. **Cheesegate Nab**
- iv. **South Lane**

An order for a proposed Traffic Regulation Order (TRO) for Ramsden Road, Ramsden Lane, Brownhill Lane, Kiln Ben Road, Holme Woods Lane, Rake Head Road, Old Gate, Scaly Gate, Scar End Lane, Cheese Gate Nab, had been raised by Kirklees. Cllr Wilson reported that the Order had been published with a proviso that vehicles with a valid permit will have access and he suggested that Kirklees had been in discussion with a motorcycle group about access rights and their having permits. Cllr Wilson also shared that no public consultation had taken place from Kirklees on the TRO.

Resolved: Cllr Wilson would respond to the consultation. The closing date was 16th October.

2425 130 Planning Policy, Guidance and Consultation

None received.

2425 131 Design Code

Cllr Ransby reported on progress. A quotation for £1,120 had been received from Redbak Ltd for the art direction, design, layout, illustrations and artwork for the design code. Costings regarding different sized print runs were also shared. Any further action.

Resolved: No further action at this time.

2425 132 Place Standards, Holmfirth Blueprint, Holmfirth Town Centre Access Plan

Cllr Blacka was not present to report on any updates received. Cllr Wilson reported that he did not think that any interim meetings had taken place in any case. Any further action was considered.

Resolved: No further action.

2425 133 Kirklees Local Plan Review

At a previous meeting on 15 July 2024 the committee **resolved** to form a Working Group consisting of Cllr Blacka (Chair), Cllr Ransby, Cllr Colling, and Cllr Wilson to coordinate the work around the Kirklees Local Plan Review and the response from Holme Valley Parish Council. Cllr Blacka had commented to say that she suggested that a partnership group be set up with local organisations to comment on the Local Plan. Margaret Dale would be invited. Holme Valley Parish Council would lead on this. Cllr Liles said that she would like to join the working group.

The Committee considered any further action.

Resolved: Cllr Liles would be put forward to the working group.

2425 134 Neighbourhood Development Plan (NDP)

Cllrs Ransby reported on progress with the NDP Action Plan aims. Cllr Blacka had shared that she would have a review of progress on Parish Council Actions from the NDP ready for the November Planning Committee meeting. The Committee considered any further action.

Resolved: No further action other than the above.

2425 135 Committee Budget 2024-25

The Planning Committee has one budget line under its remit. This is 4505 Neighbourhood Plan. At the start of the Council year, the budget contains £1,500. No expenditure has come from this budget line.

In earmarked reserves, the Committee oversees one fund:

- £12,052 remains in the EMR 343 Road Safety.
- Of this, up to £10,000 has been committed to the purchase of 2 SIDs which have not yet been invoiced for.

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Noted: The contents of budget line 4505 Neighbourhood Plan and EMR 343 Road Safety were noted. The Assistant Clerk continues to press Kirklees to invoice the Parish Council for two outstanding SIDs. She has also asked Cllr Crook and Cllr Greaves to try to resolve this internally. She had received an email from the Service Director in Finance to say they are following it up.

2425 135 Publicising the work of Holme Valley Parish Council

Resolved: Members wondered whether data from the SIDs were shareable with the public. The Deputy Clerk would consult with Cllr Crook about this.

The meeting closed at 832pm.





**DRAFT MINUTES - SERVICE PROVISION COMMITTEE
MONDAY 4 NOVEMBER 2024**

IN THE CHAIR: Cllr Lawrence Baylin.

ALSO PRESENT: Cllr Isaac Barnett, Cllr Mary Blacka, Cllr Tom Dixon, Cllr Donald Firth, Cllr Chris Green, Cllr Glenn Kirkby (Vice Chair), Cllr Alison Morgan, Cllr Hugh Osborne, Cllr Jane Rylah.

ABSENT WITH APOLOGIES AND REASON APPROVED: Cllr Pat Colling, Cllr Steve Ransby, Cllr Tricia Stewart.

OTHER ABSENCES: None.

OFFICER TAKING MINUTES: Jen McIntosh - Clerk.

ALSO PRESENT: Rich McGill – Deputy Clerk and RFO.

DRAFT MINUTES

	Cllr Baylin, in the Chair, welcomed all to the meeting.
2425 49	Public Question Time
	No members of the public were present. Clerk reported that the Director of Kirklees Youth Alliance was expected to attend for a later agenda item.
2425 50	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 for upload to the Parish Council’s YouTube Channel. No other requests for recordings were received.
2425 51	Apologies and reasons for absence
	Apologies for absence with reasons received by the Clerk were circulated by email prior to the meeting.
	APPROVED: Apologies and reasons for absence from Cllr Pat Colling, Cllr Steve Ransby, Cllr Tricia Stewart.
2425 52	Receipt of updated Disclosable Personal and Pecuniary Interests forms
	There were no new/revised Disclosable Personal and Pecuniary Interests forms (DPIs) of Committee members to consider.
2425 53	Members’ and Officers’ personal and disclosable pecuniary interests in items on the agenda
	Cllr Kirkby stated that he was a trustee of Honley Youth which had close links with Kirklees Youth Alliance.
2425 54	Items on the agenda to be discussed in private session

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	There were no items to be heard in private session.
2425 55	Minutes of the previous Service Provision Committee meeting
	APPROVED: the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE held on 8 July 2024, numbered 2425 01 - 2425 25 inclusive.
	Clerk apologised for the time taken to produce the draft minutes.
	Whilst maintenance contracts were not an agenda item the clerk is aware that a meeting of the contracts working group needs to be arranged. There are also a number of other matters such as the removal of the sharps bins from outside Holmfirth Toilets which still need to be progressed.
	BUDGETARY MATTERS
	After discussion with the Deputy Clerk/RFO and the Clerk the Chair chose to push item 2425 56 <i>Service Provision Committee Budget 2024-25, Earmarked Reserves and planner for 2025-26</i> back to later in the agenda after item 2425 67 <i>Review of Service Provision Committee Working Groups</i> .
2425 57	Grant applications Budget Line 4705 Christmas Provision
	The Chair reported that the COMMITTEE had already approved payments of 2 grants totalling £2250.00 from budget line 4705 Christmas Provision and noted expenditure of £1188 (£1425.60 including VAT) for an installed lit Christmas tree from Kirklees for the centre of Holmfirth, leaving £2324.40 in the budget.
	The Chair thanked the Clerk for creating a bespoke grant application form regarding small grants of up to £250 for Christmas trees and decorations for public display throughout the valley. These grants had been publicised on the HVPC website and social media feeds with a closing date of 9am Monday 28 October 2024.
	The Clerk reported that 8 applications had been received, one of which had been unavoidably late. The COMMITTEE RESOLVED to consider the late application. All 8 applicants have asked that the COMMITTEE considered approving a rolling grant arrangement for 2025, 2026 and 2027.
	The Chair led the COMMITTEE through each application.
	APPROVED , all grants detailed below: <ol style="list-style-type: none"> 1. Grant Application from Scholes Methodist Church, Scholes for £196 towards provision of a Christmas tree (to be ordered through HVPC), decorations and catering for a seasonal event around the tree. 2. Grant Application from the Rock Inn, Brockholes, for £250 towards provision of a Christmas tree and decorations, subject to the receipt of proof of public liability insurance. 3. Grant Application from St David’s Church, Holmbridge, for £236 towards provision of a Christmas tree (to be ordered through HVPC) and seasonal tableau. 4. Grant Application from Honley Business Association, Honley for £250 towards provision of 2 Christmas trees, their installation and disposal. 5. Grant Application from Hade Edge Residents Association, Hade Edge, for £250 towards provision of a Christmas tree (to be ordered through HVPC) and lights. 6. Grant Application from Hepworth Community Association, Hepworth, for £250 towards provision of a Christmas tree (to be ordered through HVPC) and lights. 7. Grant Application from Netherthong Community Partnership, for £250 towards provision of a

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	<p>Christmas tree, lights, signage and contingency.</p> <p>8. Grant Application from Holme Residents Association for £156 towards provision of a Christmas tree (to be ordered through HVPC) and lights.</p> <p>The legal power for all these grants was the Local Government Act 1972 S137 discretionary payments.</p> <p>£472.40 was left in budget line 4705. It was anticipated that late applications may be received.</p> <p>The Clerk stated that no applications as yet had been received from Wooldale, New Mill/Fulstone, Uppertong or any other local area. Cllr Dixon to provide email contact for New Mill Club and Clerk to continue communication with Wooldale Community Centre. It would be a matter of first come first served regarding the use of remaining funds.</p> <p>RESOLVED: to delegate to the Chair and Vice-Chair of the COMMITTEE approval of expenditure from budget line 4705 of up to £472.40 for the provision of further trees/decorations, subject to the receipt of appropriately completed grant application forms and proof of suitable insurance being in place.</p> <p>APPROVED: that each of the above be a rolling grant arrangement for 2025,2026 and 2027.</p> <p>There was some discussion regarding how long trees would be lit in the context of the Climate Emergency and also that lighting celebrations in both Honley and Holmfirth had already been organised for November and that businesses were relying on this.</p> <p>RESOLVED: That a stipulation be added to next year’s process that – with the exception of Holmfirth and Honley centres – power to light the displays is only used from 1st December and that no lights are powered up beyond 6th January.</p> <p>Clerk to amend process/form for next year and contact grant applicants. Encouragement continue to be given for applicants to consider using living trees etc.</p>
	MAJOR ASSETS MANAGEMENT
2425 58	Honley Library
	<p><i>Friends of Honley Library</i> had submitted a report and other documents for information, some of which were distributed as handouts at the meeting. The range of activities was praised.</p> <p>The extension plans had been approved by Kirklees and the FOHL Auction of Promises had gone well.</p> <p>Clerk reported that Kirklees were continuing to consider possible changes to staffing of the library service although it was now the case that some Kirklees library staffing would still be retained at Honley.</p>
	<p>NOTED: report and events update from Friends of Honley Library, including FOHL’s intention to take forward the extension works in two stages, meaning that FOHL were unlikely to call upon the £15,000 Earmarked Reserve in this financial year.</p> <p>An action for the clerk was to thank FOHL for the report.</p>

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2425 59	Holmfirth Civic Hall Community Trust
	<p>Holmfirth Civic Hall Community Trust submitted a report for information.</p> <p>The Chair reported that an action from FULL COUNCIL was for him to attend a meeting with the Chair of HCHCT and another trustee for a briefing regarding the Civic. This was scheduled to take place tomorrow.</p> <p>Clerk reported further that HCHCT had been unsuccessful in a VCSE Energy Efficiency grant application. HCHCT is now looking to do a grant application to the Energy Resilience Fund.</p>
	NOTED: latest report from Holmfirth Civic Hall Community Trust.
	An action for the clerk was to thank HCHCT for the report.
	OTHER ASSETS MAINTAINED BY HOLME VALLEY PARISH COUNCIL
2425 60	Gartside Buildings update
	<p>It was reported at the last meeting that the unit and toilets were out of contract with regards to an energy provider. The Clerk and Deputy Clerk selected Eon Next as the energy provider for the Gartside Unit and Holmfirth Public Toilets, being the 'greenest' of the larger providers.</p> <p>The Clerk had met on site with an EPIKs representative to ascertain views on a window to replace the vent to the side wall.</p>
	<p>NOTED: actions taken by the Clerk with regards to the Gartside unit including sorting out the capping off of a sewerage feed into the unit and chasing up of October rent payment – thanks to the Deputy Clerk/RFO for invoicing.</p> <p>Waiting for EPIKS to provide plans for a plaque advertising their business.</p> <p>It remained an action for the clerk to organise reimbursement for EPIKs for refitting costs as resolved upon at the previous meeting and to order a matching Noticeboard.</p> <p>There was some discussion regarding the need to replace the vent with a window to improve the space or possibly enlarging the area to fit a window. Issues around this included getting the specification right for any window to be fitted, considering security issues, considering whether the vent was needed for the operation of the building, approaching EPIKs to potentially share costs, whether planning permission would be needed as the works would take place in a conservation area and examining quotes/contractors carefully to ensure that a good quality of work was secured.</p> <p>The Gartside Unit EMR had over £3,000 in it but some of the reimbursement costs would come from this fund also.</p> <p>Whilst EPIKs would be satisfied with simply having the vent glazed as soon as possible the COMMITTEE was reflecting on the longer-term use of the unit as to whether a larger window would be preferable and how that might fit into the 2025-6 budget and priorities.</p> <p>The condition survey and its outcomes, the window project and the toilet refurbishment were all connected issues that together formed a sizeable and potentially costly project that would need to be managed. The condition survey would provide an indication of what the issues and possible budget needed to resolve them would be.</p>

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	<p>RESOLVED:</p> <ul style="list-style-type: none"> – to extend the membership of the Holmfirth Toilets Working Group to include Cllr Lawrence Baylin and Cllr Glenn Kirkby; – to extend the remit of the Working Group to include all structural issues connected to the entire building; – to delegate management of the entire project to the Working Group, including the possible fitting of a window on the wall where the grill is currently sited.
	<p>The Working Group was to report progress to the SERVICE PROVISION COMMITTEE meeting on the 24 February 2025.</p>
2425 61	Holmfirth Public Toilets
	<p>A working group was established at the meeting on 8 July 2024 to draw up any proposals for a possible refurbishment of Holmfirth Public Toilets. Following a meeting between Cllr Morgan, an architect and a member of the Maintenance Contractor’s team which included a frank discussion regarding the shortcomings of the building a condition survey of the toilets had been commissioned.</p> <p>It had been flagged in the meeting that there were potential issues regarding the way the building had been separated into toilets and lettable space.</p> <p>The maintenance report from the contractor also referred to Holmfirth Toilets.</p>
	<p>NOTED: that a comprehensive condition survey of the building was to go ahead as planned – expenditure of £1920 incl VAT.</p> <p>This was below the threshold where 3 quotations were needed, the architect being commissioned on a best value basis. Payment would be approved at FINANCE AND MANAGEMENT COMMITTEE or FULL COUNCIL in due course.</p> <p>An action from Internal Audit was to ensure a contract extension was in place until the tendering process concluded. The Clerk had shared with the Chair and Vice-Chair a draft letter extending the current contract for the Holmfirth Public Toilets until 1 April 2025 or the conclusion of the tendering process, whichever was soonest.</p> <p>RESOLVED: to extend the cleaning/maintenance contract for Holmfirth Public Toilets until 1 April 2025 or the conclusion of the tendering process, whichever is soonest.</p>
	OTHER ASSETS MANAGEMENT
2425 62	Other assets including benches, stone shelters, war memorials, red heritage phone kiosks
	<p>A written report was received from the Maintenance Contractor.</p> <p>The Committee wished to recognise and commend what the Maintenance Contractor’s report had shared regarding a new employee taken on recently.</p> <p>Clerk reported further that:</p> <ul style="list-style-type: none"> -the maintenance contractor had been asked to assess whether the Holme village phone kiosk needed repainting/refurbishing following a report that works were needed. -they were still working on a grant application to the War Memorials Trust for a grant towards repairing Hepworth War Memorial.

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	<p>NOTED: the report from the Maintenance contractor.</p> <p>An action from Internal Audit was to ensure a contract extension is in place for the maintenance of small assets until the tendering process had concluded. The Clerk had shared with the Chair and Vice-Chair a draft letter extending the current contract for the maintenance of small assets until 1 April 2025 or the conclusion of the tendering process, whichever was soonest.</p> <p>APPROVED: extension of the maintenance contract for Holme Valley Parish Council small public assets until 1 April 2025 or the conclusion of the tendering process, whichever is soonest.</p>
2425 63	New Mill Closed Cemetery
	<p>The maintenance of New Mill Closed Cemetery is part of the remit of the SERVICE PROVISION COMMITTEE. A report on this had been received from the Maintenance Contractor and was NOTED.</p> <p>Clerk still to arrange a meeting with the Church authorities regarding a review of the works specification for New Mill Closed Cemetery ahead of the tendering process. It was understood that the Church minister was in the process of moving and might not be replaced.</p>
	SERVICES
2425 64	Public Area Litter and Dog Waste Management Strategy
	<p>Following a public engagement comprised of observing and speaking to users of Sands Recreation Ground on a number of occasions as well as volunteers who keep the waste bag disposal units stocked, the working group established on 8 July 2024 had a number of recommendations to place before the COMMITTEE regarding litter bins and dog waste disposal arrangements.</p> <p>The recommendations were:</p> <ul style="list-style-type: none"> – that several of the existing bins were in an unacceptable condition and should be replaced. – that the two unofficial dog waste bins were too difficult to be maintained by volunteers but at least one of these bins serves a useful purpose. – that the locations of the existing Council bins were not entirely suitable and that improved guidance signs on bins and advice would be of benefit to everyone. Liaison with Kirklees Council was necessary for action to be taken. <p>It was suggested that the supply of dog waste bags at this site was not serving the intended purpose for when dog owners unexpectedly require a single bag and that it could be appropriate to end the supply and remove the dispenser.</p> <p>RESOLVED: approval of the following:</p> <ol style="list-style-type: none"> 1 That the Clerk be approved to place an order with Kirklees Council for 4 replacement (or additional) bins marked as suitable for both general litter and bagged dog waste. The cost including installation was understood to be approximately £400 per bin, to be paid from the EMR. This order to be on the understanding that more suitable locations for the bins around the park are negotiated by members of our Working Group with Kirklees Council officers and reflect the views of users. 2 Once replacement bins are in place, the 2 unofficial bins to be removed and returned to the volunteer provider if required.

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	<p>3 A campaign via suitable publicity channels is devised to ensure that the correct use of bins for different types of waste is understood by members of the public. Any costs to be met from the EMR.</p> <p>4 There is further consultation on whether the dog waste bags dispenser at the stone bridge should be removed.</p>
	The Chair moved item 2425 66 to be the next item considered. A member of the public, the Director of Kirklees Youth Alliance, had arrived and was invited into the meeting.
2425 66	Youth work in the Holme Valley
	<p>A report from Kirklees Youth Alliance had been received and Standing Orders were suspended so that the Director of KYA, attending the meeting, could speak to their report and answer queries.</p> <p>Main points were:</p> <ul style="list-style-type: none"> – The core youth offer agreed between KYA and HVPC is in place and the capacity of local organisations to deliver the service is being strengthened. The monies supplied by HVPC provided 18.5 hours of a qualified youth worker and sustainability funding for Enabling Youth. – Registrations/attendance at the various provisions are recorded. – Whilst attendance figures are not included in the report numbers attending the Phoenix Centre had doubled to around 30 with 10-15 attending Café 100, the latter being a provision that tends to attract young people that need more interventions. Three of those attending were currently not placed in mainstream schools. – Cllrs Blacka, Baylin and Rylah had visited a Monday session at Café 100 and were impressed with what was seen. – In Honley the provision had moved on from drop-in sessions offered at Honley Village Hall to detached youth work including walk arounds. There would be a youth club in Honley from 8 November following the same format as the Phoenix Centre sessions.
	<p>APPROVED: expenditure of £5000 from budget line 4760 Youth Work in the Holme Valley to Kirklees Youth Alliance for the provision of agreed youth services.</p> <p>NOTED: report from the Director of Kirklees Youth Alliance.</p> <p>The KYA Director stated that the provision in the Holme Valley was the best example in Kirklees of youth work provision</p>
	<i>Following this item the meeting reverted to the original order of the agenda, with item 2425 Tourism considered next.</i>
2425 65	Tourism
	<p>Cllr Baylin updated the Committee, describing the partnership working under development with Holmfirth Forward, Holmfirth Conservation Group and Holmfirth Library.</p> <p>This work strand was operating under the umbrella of Holmfirth Forward as they have charitable status, a bank account etc etc. There was a current push to recruit volunteers and an intention to make more of Heritage Week. The archive day at Choppards had been successful and pointed the way to other events that could take place- for example, at the Civic. Saddleworth Museum was recommended as a good example of how to share information with the public. The Make it Your Holmfirth campaign was good for the area and helped Holmfirth be viewed as a desirable destination to spend time in.</p>

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2425 67	Review of Service Provision Committee Working Groups
	<p>The Committee was asked to consider in turn each Working Group it had established previously and clarify whether or not each group remained active or had completed its remit. This information would be fed back to FULL COUNCIL in December.</p> <p><u>Transport</u> Still active, but an action for the group was to review its remit. It had perhaps been over-ambitious at the outset and the initial energy had somewhat dissipated. The Assistant Clerk had worked hard for the group. Initial work/discussions had been held with Stotts, South Pennine Transport and one action to take forward was to advertise services more successfully. There had been some investigation of Park and Ride. The Chair would call another meeting seek to identify some specific objectives to focus on. There was an intention to use the heritage phone kiosk opposite Holmfirth Toilets to display bus maps and also to work with EPIKs. It was suggested at the meeting that displaying information in stone shelters that were also bus shelters might be worth consideration.</p> <p><u>Youth provision</u> Had fulfilled its remit and no longer required.</p> <p><u>Holmfirth toilets</u> Still active as per discussion regarding earlier agenda item(s).</p> <p><u>Tendering process</u> Established – an action for the Clerk to convene a first meeting.</p> <p><u>Public area litter and dog waste management strategy.</u> Still active as per discussion regarding earlier agenda item.</p>
	<p>The COMMITTEE returned to a consideration of item 2425 56 <i>Service Provision Committee Budget 2024-25, Earmarked Reserves and planner for 2025-26</i> at this point in the meeting at approximately 8.46pm.</p>
2425 56	Service Provision Committee Budget 2024-25, Earmarked Reserves and planner for 2025-26
	<p>The Deputy Clerk/RFO presented his report on the Projected Income and Expenditure against Budget 2024-25 and Planner for 2025-26, highlighting where projected expenditure for the current year differed from the budget set.</p> <p>In line with the recently approved revised Financial Regulations budget plans for 2026-27 and 2027-28 had also been produced for consideration. Regarding the budget for 2025-6, a 5% inflationary increase had been incorporated into some budget lines.</p> <p>The amount in the Earmarked Reserve for Public Transport had been reduced.</p> <p>An unknown was the likely conclusion of the tendering process for the maintenance and toilets contracts. There was an argument to have more in General Reserves against the conclusion of that process.</p> <p>Standing Orders were suspended at 9.02pm to allow the business on the agenda to be concluded.</p> <p>More than a third of the precept went on Service Provision Committee budget lines.</p>

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	<p>NOTED: the Expenditure against Budget 2024-25 – Budget Lines Year-to-Date and Earmarked Reserves.</p> <p>APPROVED: that at the conclusion of the current financial year Service Provision Budget 2024-25 underspends in 4325 Lettable space (Gartside Unit) and 4320 Holmfirth Toilets day-to-day be rolled into EMR 321 for repair and refurbishment works.</p> <p>APPROVED: that Earmarked Reserves 331 and 351 are to be rolled together and for this to be noted in reporting details.</p> <p>APPROVED: The Service Provision Budget and Earmarked Reserves for 2025-6 as presented with amendments resolved upon in the meeting included as part of a three year plan to include 2026-7 and 2027-8.</p>
	PUBLICITY
2425 68	Items for Publicity
	Members are invited to suggest items for publicity arising from the current work of the Service Provision Committee.
	NOTED: suggestions for aspects of the work of the Service Provision Committee to publicise further included the funding of Christmas trees, the relaunch of the Holme Valley Review and tourism volunteers.
	<i>The meeting closed at 9.15pm</i>

APPROVED Minutes of the **PLANNING STANDING COMMITTEE** held at the **EXHIBITION ROOM, THE CIVIC, HUDDERSFIELD ROAD, HOLMFIRTH HD9 3AS** on **MONDAY 11 November 2024** at **700pm**

In Attendance:

Chair: Cllr Mary Blacka

Members: Cllr Isaac Barnett, Cllr Tom Dixon, Cllr Jo Liles, Cllr Andy Wilson

Apologies: Cllr Damian Brook, Cllr Pat Colling, Cllr Steve Ransby

Absent: Cllr Andrew Fenwick, Cllr Donald Firth

Welcome

Open Session at Planning

Two members of the public were present regarding a planning application under 2425 141 Matters Arising. One member of the public spoke in the open session and asked that the Parish Council revise its previous opposition to a planning application.

2425 136 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014

As Local (Parish and Town) Council meetings can now be recorded, the Chair checked if any members of the public wished to record the meeting, to ensure reasonable facilities can be provided. The meeting was already being recorded by the Officer for public broadcast via the Holme Valley Parish Council YouTube channel.

No other recordings were to be made.

2425 137 To accept apologies for absence

Cllr Damian Brook, Cllr Pat Colling and Cllr Steve Ransby were absent from the meeting and had sent apologies.

Cllr Andrew Fenwick and Cllr Donald Firth were also absent from the meeting.

Resolved: The reasons for the apologies of Cllr Damian Brook, Cllr Pat Colling and Cllr Steve Ransby were approved by the Committee.



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2425 138 To receive Members’ and Officers’ personal and disclosable pecuniary interests in items on the agenda

None were disclosed.

2425 139 To consider written requests for new DPI dispensations

None had been received.

2425 140 To consider whether items on the agenda should be discussed in private session

Resolved: The Committee resolved that no items would be heard in private session.

2425 141 To Confirm the Minutes of the Previous Meeting

Approved: The minutes of the Planning Committee meeting held on 7 October 2024, numbered 2425 119 – 2425 135 inclusive were approved by the Committee.

Noted as matters arising, the Committee noted that two members of the public had attended the full Council meeting 14 October 2024 to make representations regarding the Planning Committee’s decision from 16 September to object to application 2024/62/92626/W and this was recorded in the provisional, draft minutes of that meeting:

“One member of the public in support of the application asked that the Parish Council reconsider the decision to object, making the following points:

- That the application and site referred to was **not** agricultural land but a commercial stables – Class Q does not apply.
- That this was a brownfield site in line with planning policy.
- That the land had been used for 40 years and that its deeds refer to a right of way.
- That access to the land was not inadequate and visibility was good.
- That the current owners had erected the wide gate.
- That the footprint of building would be reduced, reducing spread into the greenbelt.
- That the change in use proposed would result in a reduction in vehicle movement.
- The property would be a low-carbon, triple-glazed, air-sourced heat pump, grey water harvesting, highly insulated property.
- That similar properties had had similar applications approved.”

The Parish Council considered any further action on this application.

Resolved: No further action



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2425 142 Completed Kirklees Planning Applications List

Noted: The list of Kirklees planning applications 10 September 2024 to 30 September 2024 updated with the views of the Committee, was noted by the Committee.

2425 143 Kirklees Council - New Planning Applications

- i. The Committee considered new or amended applications received from Kirklees Council 30 September 2024 to 5 November 2024 inclusive – List 2425-08 enclosed.

Resolved: That the Planning Committee’s comments on the above applications be forwarded to Kirklees Council by the Officer.

- ii. At a previous meeting of the Planning Committee on 16 September 2024 the Committee **resolved** to trial a new approach to reviewing planning applications. Committee are invited to feedback their ongoing impressions of the new approach. The Committee considered whether to continue with the trial of the new approach to reviewing planning applications or to amend the parameters based on initial feedback.

Resolved: The Committee resolved to review the trial in January as previously agreed.

2425 144 Peak District National Park Authority

- i. **Noted:** The Committee noted that no new or amended applications had been received from the Peak District National Park Authority 30 September 2024 to 5 November 2024 that necessitated being updated with the views of the Committee.
- ii. **Noted:** The Committee noted that no new or amended applications had been received by Peak District National Park Authority 30 September 2024 to 5 November 2024 inclusive. The Committee considered whether any further action was needed.

Resolved: No further action.

- iii. The Committee heard that the Peak District National Park Authority is reviewing its Local Plan, and there is a consultation period on this ending 29th November 2024. **The** Committee considered how Holme Valley Parish Council would respond to this consultation.

Resolved: A response to the consultation would be devolved to the Local Plan Working Group.

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2425 145 Traffic Calming

i. Purchase of SIDs for the Holme Valley

Noted: The Committee noted that the Parish Council had finally been invoiced by Kirklees Council for two mobile speed indicator devices (SIDs). The two SIDs cost individually £3,565.14 and £3,637.14, a total of £7,202.28. The invoice would be paid after Finance and Management 2nd December 2024.

The Committee considered any further action on this matter.

Resolved: No further action at this time.

ii. Kirklees Council Management of Speeding in the Holme Valley

Following the meeting last month, Officers and Councillors were actioned to contact Kirklees Councillors to gain greater understanding on how data collection from SIDs works, the timeframes involved, and the process by which data triggers further action, - that is, the placement of a community speed van. Members noted the response from Cllr Moses Crook and a further email where Cllr Crook reported that a camera van had been placed on Greenfield Road after the data sheet on that highway showed that speeding had exceeded the threshold for action. There was discussion about the communication from Cllr Crook that speeding data collected by SIDs should not be shared with the public. Members considered any further action on this matter.

Resolved: The Officer would contact Cllr Crook to seek clarification about the process whereby a community speed van comes to be placed at a site and ask whether the Police are ever likely to refuse a request from Kirklees to place a speed man. Also clarification why there was an advisory that data should not be shared with the general public. Cllr Damian Brook, it was reported, was also seeking some of these same clarifications.

Resolved: The Officer would also seek road speed data sheets from Holme Valley North District Councillors.

There was discussion about co-operation with neighbouring parishes (Denby Dale) about sharing information on anti-speeding measures, and so on.

Cllr Wilson also shared that he had tried to get information on the siting of the SIDs that the Parish Council had paid for from the relevant Kirklees Officer but had had no success.

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iii. School Parking Bollards

At previous meetings of this committee, Members were asked to approach primary schools they have a connection to, to find a new host school for the six "Think Before You Park" bollards. Cllr Liles had said she would contact Hade Edge School, but had not yet done so.

Resolved: Cllr Liles would contact Hade Edge School.

If Hade Edge was not receptive, the Chair proposed that all Councillors would be notified that the bollards were available for use at a local school.

2425 146 Ongoing highways campaigns, including unmade roads, green lanes and byways of the Holme Valley

Noted: It was noted that Cllr Wilson had written on the Parish Council's behalf to the Kirklees consultation on the proposed overarching TRO covering Ramsden Road, Ramsden Lane, Brownhill Lane, Kiln Bent Road, Holme Woods Lane, Rake Head Road, Old Gate, Scaly Gate, Cheesegate Nab.

The ongoing campaigns are:

i. Ramsden Road

Noted: The Committee noted Cllr Wilson's report that the ongoing repairs had now been completed, but that the byway remained closed under a Temporary Traffic Regulation Order with concrete blocks blocking access.

ii. Cartworth Moor Road

iii. Cheesegate Nab

iv. South Lane

The works on South Lane are reported to have been completed.

2425 147 NATTRAN/Y&H/S247/5644 Public Inquiry regarding the proposed stopping up of highway at part of Holmfirth Footpath 60 (HOL/60/20), Wolfstones Road

Noted: Members noted that the public inquiry by the Department for Transport had been delayed until January to May 2025 due to the inspector not being available for the original date.

2425 148 Proposed Stopping Up of part of Horn Lane

Members considered the proposed stopping up of part of highway which lies to the south of Horn Lane, New Mill.

Resolved: The Parish Council resolved to take no action on this proposal.

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2425 149 Planning Policy, Guidance and Consultation

Noted: The Committee noted the consultation on the Draft Holcroft Moss Planning Obligations Supplementary Planning Document. This site is near Warrington, so some distance from the Holme Valley.

2425 150 Design Code

Cllr Ransby was not present to report on this so the matter was deferred to the next meeting.

2425 151 Place Standards, Holmfirth Blueprint, Holmfirth Town Centre Access Plan

Noted: Cllr Blacka shared that there was nothing new to report on these matters and that the next meeting had been cancelled.

2425 152 Kirklees Local Plan Review

At a previous meeting on 15 July 2024 the committee resolved to form a Working Group consisting of Cllr Blacka (Chair), Cllr Ransby, Cllr Colling, and Cllr Wilson to coordinate the work around the Kirklees Local Plan Review and the response from Holme Valley Parish Council. Cllr Liles, Cllr Rylah and Cllr Whitelaw had since joined the working group along with Margaret Dale from Holmfirth Forward. This review was considered to be a process of partnership working between the Parish Council and other stakeholders.

Noted: Cllr Blacka reported that the next meeting of the Working Group had been arranged for 14th November 2024 at 7pm in The Civic.

2425 153 Neighbourhood Development Plan

Noted: The Committee noted Cllrs Blacka's progress report on the Parish Council's Neighbourhood Development Plan Action Plan originally drafted in November 2022.

Cllr Ransby was not present to report on a potential review of the Holme Valley Parish Council Neighbourhood Development Plan so this was deferred to the next meeting.

2425 154 Planning Working Groups

The Committee heard that the Clerk is reviewing all the Working Groups set up across all the Standing Committees to see which are still operating, and which not. The Planning Committee has two active working groups, - the Local Plan Working Group and the Planning Applications Process Working Group.

Resolved: To communicate to the Clerk that both these working groups are active, and that there are no additional Working groups.

2425 155 Planning Standing Committee Expenditure against Budget and reserves 2024-25

- i. **Noted:** Members noted the Planning Committee's actual expenditure against budget year-to-date 2024-25 including the pending payment on the SIDs.
- ii. **Noted:** The Committee noted the RFO's report on projected expenditure against budgets, that is, that -
 - The Planning Committee has one budget line under its remit. This is 4505 Neighbourhood Plan. At the start of the Council year, the budget contained £1,500. No expenditure has come from this budget line.
 - It was projected that money may be spent from this fund on the art and design on the Shop Front Design Guide Booklet. A quote for artwork, art direction and layout design has been received for £1,120.00. The Booklet will be an 8-page, full colour A5 saddle and stitch booklet on 150gsm silk finish paper. Subsequent printing costs would depend on the print run:
 - o x250: £118.30
 - o x500: £153.90
 - o x1000: £213.98
 - o x1500: £279.22.If the Committee, approved a print run of 1,500 copies, this would cost a total of £1,399.22. Around £100 would remain in the Committee budget 2024-25. If this money was not spent this year, the money could be rolled over into an earmarked reserve under regulation of the HVPC Financial Regulations as this is an ongoing project.
- iii. **Noted:** The Planning Committee noted the RFO's following report on the earmarked reserves for the financial year 2024-25:
 - In earmarked reserves, the Committee oversees one fund, EMR 343 Road Safety.
 - After the payment of £7,202.28 on two mobile speed indicator devices (SIDs) £4,850 will remain in EMR 343 Road Safety.

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- iv. The Committee considered any further action on the Planning Committee's budget and earmarked reserves for the financial year 2024-25.

Resolved: Unspent money in the earmarked reserve EMR 343 Road Safety would be recommended by the Committee for Council to return it to general reserves.

2425 156 Planning Standing Committee Budget and Earmarked Reserves for 2025-26

The Committee considered its budgetary and earmarked reserves needs for the upcoming Council year 2025-26 and any subsequent years.

Resolved: The Planning Committee requested a single budget line 4505 Neighbourhood Plan for 2025-26 to hold £1,500. The Committee did not feel that this budget line needed to account for future planning or an inflationary uplift. The Committee did want to advise Council, though, that it may require a greater budget in year 2026-27 when a more concerted review of the Kirklees Local Plan and consultation thereon are likely to be required.

The Planning Committee resolved it did not want any earmarked reserves at this stage for 2025-26.

2425 157 Publicising the work of Holme Valley Parish Council

The Committee considered recent events or news that it may wish to publicise via the press, Parish Council website or social media.

Resolved: No further action on this matter.

The meeting closed at 8:29pm

DRAFT Minutes - CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE held on MONDAY 25 NOVEMBER 2024 at 7.00 PM in THE EXHIBITION ROOM, THIRD FLOOR, THE CIVIC, HOLMFIRTH, HD9 3AS.

Attendees:

Cllr Chris Green (Vice Chair),

Councillors: Cllr Donna Bellamy, Cllr Mary Blacka, Cllr Jenny Holmes, Cllr Alison Morgan, Cllr Hugh Osborne, Cllr Martin Rostron.

Members: Liz Bennett, Julia Brown.

Officers: Gemma Sharp (Assistant Clerk), Rich McGill (Deputy Clerk)

Approved Apologies:

Cllr Sarah Whitelaw (Chair), Cllr Donna Bellamy, Cllr Tricia Stewart, Kim Warren

Absent:

Cllr Jo Liles

WELCOME

The Chair welcomes all Committee members and any members of the public present.

PUBLIC QUESTION TIME

No members of the public were present.

PROCEDURAL MATTERS

2425 54 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) **HOLME VALLEY PARISH COUNCIL** meetings can now be recorded. This meeting was recorded by the Assistant Clerk in video format for the [HOLME VALLEY PARISH COUNCIL YouTube Channel](#).

No other recordings were made.

2425 55 The Election of Co-opted Members of the Committee

HOLME VALLEY PARISH COUNCIL Standing Orders and Scheme of Delegation both specify that in addition to the committee membership of 13 elected parish councillors up to a further 6 members of the public can be co-opted onto the committee.

Co-opted members have the right to receive agendas etc and participate in meetings. Only the 13 elected members can vote.

There are currently two co-opted members of the Committee.

2425 56 Apologies and Reasons for Absence

Apologies and reasons for absence had been received from Cllr Whitelaw, Cllr Stewart, Cllr Bellamy and Mbr Kim Warren.

Cllr Liles was absent.

NOTED: The committee noted the absences of Cllr Whitelaw, Cllr Stewart, Cllr Bellamy, Cllr Liles and Mbr Kim Warren.

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APPROVED: The Committee approved the apologies and reasons for absence from Cllr Whitelaw, Cllr Stewart, Cllr Bellamy and Mbr Kim Warren.

2425 57 Items on the Agenda to be Discussed in Private Session

RESOLVED: No items on the agenda would be discussed in private session.

2425 58 Receipt of any Updated Written Declarations of Pecuniary and Other Interests

None received.

2425 59 Members' and Officers' Personal and Disclosable Pecuniary Interests in Items on the Agenda

None declared.

2425 60 Minutes of the Previous Meeting

NOTED: The approved minutes of the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE meeting held on 9 September 2024 items 2425 25 to 2425 53 was noted by the committee.

The Assistant Clerk and Councillors reported on progress with resolutions and actions from the previous meeting not otherwise covered in agenda items including:

- Cllr Morgan gave an update on progress regarding the cessation of the use of glyphosate in Kirklees and will continue to update the committee on future progress.
- Cllr Blacka gave an update about the Covid Memorial projects at Holmfirth and Honley. There have been some delays due to the plans for the development work at Honley and are now aiming for Saturday 5 April 2025 to open the memorials at both sites.
- The Climate Action Working Group will **carry forward the action** to explore possible hosts for non-standard recycling points in the valley.
- The Assistant Clerk gave an update on paper timetables and possible options for commissioning print route maps and timetables for the HV services. This will be **deferred to the Transport Working Group**.
- An **action** regarding the creation of a blog about buses for the website will be **carried forward**.
- The Assistant Clerk gave an update that the latest version of Biodiversity Policy was adopted by Full Council on 14 October 2024.

CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE – WORKING GROUP REPORTS AND ACTION-PLANNING

2425 61 Review of HVPC Committee Structure and Meetings Cycle

At the meeting of the Full Council on 13 May 2024, councillors **RESOLVED** to establish a working group consisting of Cllr Whitelaw, Cllr Green, Cllr Ransby, Cllr Morgan and Cllr Blacka to review possible changes to the committee structure and meetings cycle for 2025-26.

Cllr Green gave an overview of the proposed changes to the Climate Action, Communications and Engagement Committee.

Committee members discussed their feedback on the proposed plans.

NOTED: Feedback from the Clerking team on proposals to restructure Holme Valley Parish Council committees.

2425 62 Climate Action, Communications and Engagement Action Plan 2023-2027

NOTED: Updated version of the CACE Action Plan 2023-2027.

2425 63 Communications and Engagement Working Group – Feedback on Ongoing Work

Key Priorities identified by CACE members November 2023:

1. HVPC Brand refresh and website redesign to improve accessibility and appeal.
2. Logo and QR code stickers on Parish Council assets.
3. Review of Collaboration and Community Engagement activities. Audit and confirm community groups.

Work on some of the priorities feature in later agenda items.

2425 64 Climate Action Working Group – Feedback on Ongoing Work

Key Priorities identified by CACE members November 2023:

1. Explore possible funding applications to the government’s decarbonising scheme - for retrofitting/energy conservation measures for PC buildings in partnership with HCCT and FoHL to improve the energy efficiency and carbon footprint of HVPC owned buildings.
2. Feasibility study and costing - Park and ride, alongside Stotts review, including costings and possibilities for subsidised or free travel periods. Encourage the increased use of public transport and active travel by residents and visitors to the Holme Valley.
3. Solar Panels on public toilets in Holmfirth.
4. Embed the Climate Emergency.

Work on some of the priorities feature in later agenda items.

2425 65 Transport Working Group – Feedback from working group members.

A Working Group has been established with members from both SERVICE PROVISION and CACE committees to review HVPC’s contribution to local transport schemes with a view to making improvements and exploring other possible initiatives such as Park and Ride.

Cllr Baylin and Cllr Liles sent updates prior to the meeting on progress with a proposed trial for a Holmfirth Park and Ride Scheme and priorities on promoting public transport in the area.

Working Group members gave updates on planned activity.

ONGOING PROJECTS

2425 66 Installation of Solar Panels at Holmfirth Public Toilets

At the Climate Action, Communication and Engagement Committee meeting on 3 March 2024 and the Committee **RESOLVED** to proceed with Wooldale Electrical as the preferred supplier, with funds **APPROVED** at **FULL COUNCIL** on 18 March 2024.

Following advice from Kirklees Planning Authority due to the non-domestic nature of the building and its location in the Holmfirth conservation area, planning approval is required before installation can take place.

An application with Kirklees Planning is ongoing and the caseworker has indicated that the application

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is likely to be rejected on conservation grounds and have suggested changing the scheme from panels to solar tiles. Initial investigations have indicated that solar tiles will not be practicable due to the increased cost and the chosen supplier is not able to carry out the work.

At **FULL COUNCIL** on 14 October 2024 members **RESOLVED** to continue the planning application in its current form.

At this time Holme Valley Parish Council are awaiting the decision on the planning application.

2425 67 Sustainable Transport Summer Roadshow 2024

At the previous meeting on 4 March 2024 Councillors **RESOLVED** that:

A working group consisting of Cllr Whitelaw, Cllr Stewart, Cllr Holmes, K Warren, E Bennet and the Assistant Clerk will establish an activity on the theme of sustainable transport to exhibit at summer festivals in the Holme Valley.

Events took place at Arts Festival Weekend 15 and 16 June 2024, Honley Show 29 June 2024 and Holmfirth Food and Drink Festival on 14 and 15 September 2024 HVPC staff, councillors and CACE co-opted members in attendance.

“Free Fare” days were negotiated with Stotts Buses on the “H” services for 15 June 2024 and 14 September 2024.

Assistant Clerk gave an overview of the events and ideas for future activity. Members who attended gave their feedback.

2425 68 The Big Community Celebration 2024

At the **FULL COUNCIL** meeting on 18 March 2024 Cllrs **RESOLVED** to proceed with the recommendation from the Climate Action, Communications and Engagement Committee to proceed with a community celebration event in lieu of the Community Champion Awards.

A Working group of councillors with support from the Clerk and Assistant Clerk worked towards organising and promoting the event.

The Big Community Celebration took place at The Civic on 9 November 2024, 10am to 4pm. Over 800 members of the community attended.

Members shared their experiences of the event and feedback they had received.

The working group is next due to meet on 5 December 2024 to go through the feedback from exhibiting groups and public attendees on the day, and to make recommendations for future events.

The estimated total expenditure for the event is £1,656 from a budget of £2,500.

ACTION: An Action for the Working Group is to consider a further event in 2025 and other smaller roadshow style events and make recommendations to CACE for activity in 2025.

2425 69 The HOLME VALLEY PARISH COUNCIL Website and Brand refresh

i. Holme Valley Parish Council Website

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Following the selection of “Zonkey” to be the website supplier, the Assistant Clerk worked with the Zonkey team to manage the build of the new website and migration of content.

www.holmevalleyparishcouncil.gov.uk changed over to the new site on 10 October 2024 and is now the main website.

The Assistant Clerk gave a verbal report on progress with development and will continue to develop website content in the coming months in cooperation with the developer and CE working group, possible expansions include a directory and more climate action information.

ii. Holme Valley Parish Council Brand Refresh

Following the selection of “Redbak” design agency to support the brand and logo refresh, the Assistant Clerk and Communications and Engagement working group have been working with Redbak on the design work.

The design options are now with the working group, and they will be meeting in the coming weeks to finalise the design choices and define the timeframe and scope for the roll out on digital and physical assets.

The Assistant Clerk gave a verbal report on progress.

2425 70 Review of External Communication and Establishing a Communications and Engagement Strategy

A draft media and communications strategy had been prepared by the Chair and circulated prior to the meeting.

RESOLVED: The draft strategy is **RECOMMENDED** to be adopted by **FULL COUNCIL** in its current form.

2425 71 Funding Applications for Climate Mitigation Measures on HVPC Assets

The Assistant Clerk read out a written report from The Clerk on progress with funding applications, including:

- The VCSE Energy Efficiency Scheme for a capital grant for The Civic was declined on 1 November 2024.
- A successful application of £2,000 from the Bright Green Fund for radiant heat emitters has been granted for The Civic, with a plan to implement this over the coming months.
- Round 4 of the Community Ownership Fund having been in abeyance is due to open shortly, and an expression of interest will be submitted during December 2024.

Cllr Green thanked The Clerk for her continued efforts.

MEDIA AND COMMUNICATION

2425 72 Publicising the work of the HOLME VALLEY PARISH COUNCIL

i. Print Publications September 2024 to November 2024

At a meeting of the CACE Committee on 9 September 2024 the Committee **RESOLVED** to take a half page advert in the relaunched Holme Valley Review for the first six issues. The first was released in October 2024 and included a HVPC advert for the Big Community Event.

NOTED: Print reports of the work of HOLME VALLEY PARISH COUNCIL published (or due to be

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published) September to December 2024 in Holme Valley Review, Tito, Hade Edge Breeze, and Hepworth Focus were noted by the Committee.

ii. Relationship with Huddersfield Hub

At a meeting of the committee on 9 September 2024 an action for Mbr Brown was to investigate a possible working relationship with Huddersfield Hub.

Mbr Brown has met with the editor of Huddersfield Hub to discuss possible ways for collaboration. A proposal was included with the papers.

Mbr Brown also presented the proposals to the committee.

RESOLVED: The Committee resolved to commit £200 per month from January 2025 from budget line 4650 to working with Huddersfield Hub (pending budget allowances on underspend in Item 2425 76) Actions to take forward regarding the proposal for a working relationship with Huddersfield Hub as outlined in paper.

2425 73 Social Media and Website Coverage

The Assistant Clerk and Deputy Clerk/RFO continue to post items relevant to the work of HOLME VALLEY PARISH COUNCIL to the HOLME VALLEY PARISH COUNCIL website and Facebook page.

NOTED: A Summary of Facebook engagement analytics (90 day report) from 20 August 2024 to 17 November 2024 included in the papers from the Assistant Clerk.

The Assistant Clerk reported that analytics reporting for the new website will be included for the meeting on 27 January 2025.

The Assistant Clerk also reported that although an advertising budget of £50 for the Big Community Celebration was trialled during this period with Meta, the reach from community and village group sharing had been much higher.

2425 74 Consultation – Remote Meeting Attendance and Proxy Voting at Council Meetings

Central Government is consulting on introducing powers for local authority members to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances.

The consultation invites councillors, public officials, individual members of the public and public organisations to respond.

Further information can be found at:

https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings?utm_source=emailmarketing&utm_medium=email&utm_campaign=news_bulletin_6_november_2024&utm_content=2024-11-19

The survey can be accessed via the following link:

<https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting/>

The consultation runs until 19 December 2024.

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RESOLVED: The Assistant Clerk will circulate the consultation to the Full Council for Cllrs to respond as individuals if they wish to do so.

2425 75 EPIKS Community Active Travel Hub

NOTED: The launch of the new Community Active Travel Hub at the Gartside Unit, managed by Environmental Projects in Kirklees (EPIKS) will take place on 28 and 30 November 2024 9am to 3pm. Members were encouraged to attend.

2425 76 Climate Action, Communications and Engagement Committee expenditure against budget and earmarked reserves 2024-25

The Deputy Clerk had prepared a year-to-date expenditure report and commentary on budget expenditure:

The Climate Action, Communications and Engagement Committee has two budget lines under its remit:

- **4650** Communications and Engagement. At the start of the council year 2024-25, the budget contained £15,000.
- **4805** Climate Action. At the start of the council year 2024-25, the budget contained £5,000.

RESOLVED: The following projects and allocated funds are recommended to be dealt with as in the following way:

4650 Communications and Engagement

As of November 2024, budget line 4650 Communications and Engagement has expenditure of £6,201.03 and £8,708.97 is unspent and available.

Within this budget line, the Committee manages a number of smaller projects:

- **2425 19** 3rd June 2024 - A Website and Brand Development Project with a budget and approved expenditure of £7,000 was established. As of November 2024, £2,276.98 had been spent. £4,723.02 is unspent. Further projected expenditure of £2,500 for the rebranding is anticipated. This would leave an underspend on the £7,000 of £2,223.
 - ***This project will remain open as additional expenditure on collateral for the new brand may still be needed in the 2024/25 Financial Year.***
- **2425 39** 9th September 2024 - A Community Celebration Event Project with a budget of £2,500 was established. £1,654.80 has been spent on that project and £845 is projected to be unspent.
 - ***This project is unlikely to need any further expenditure and can be closed. The £845 of unspent funds can be allocated to the new commitment with Huddersfield Hub (see Item 2425 72 (ii) to cover the period January 2025 to March 2025).***
- **Council 2324 150** 18th March 2024 - £1,000 was budgeted for Operation Menai Bridge now renamed Operation London Bridge. Nothing has been spent from this budget. This money could be rolled into the Royal Events earmarked reserve if the Committee resolved that way.
 - ***If this budget remains unspent at the end of the year, the Committee would***

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recommend to Full Council that any underspend be moved to EMR 336 Royal Events.

- A nominal £4,000 was set aside for Publications and Engagement including subscriptions to TiTo, to Holme Valley Review and other publications and engagement. £2245.25 has been spent year-to-date. £3375.25 is projected to be spent by the year end, with £625 unspent.
 - ***The Communications and Engagement Working Group may use this underspend create an additional HVPC flyer for general use so will remain in place at present.***
- **2425 12** 3rd June 2024 - £500 was committed to promote public transport. £24 was spent from this. £476 remains and could be rolled into a project earmarked reserve or the project finished.
 - ***This will remain open at present and welcomes recommendations from the Transport Working Group.***

4805 Climate Action

Budget line 4805 Climate Action had £5,000 at the start of the year established as per 23rd October 2023 Item 2324 62 towards a summer cycling festival in 2024. This festival was not though pursued and instead HVPC had a presence at existing summer festivals to promote sustainable transport resulting in a lower expenditure.

As of November 2024, budget line 4805 Climate Action has expenditure of £868.91 and £4,898.42 is unspent and available. Expenditure of £347.33 on works related to the Holmfirth solar panels projects came from the earmarked reserve EMR 341 Climate Action Projects.

RESOLVED: Unspent money in 4805 Climate Action can remain in place at present. The budget will be committed to green energy and efficiency measures at the Gartside Unit as needed. If this budget remains unspent at the end of the year, the Committee would recommend to Full Council that the underspend be moved to EMR 341 to be renamed “Gartside Climate Action Projects”.

The Committee oversees 3 Earmarked Reserves:

RESOLVED: Unspent money in EMR 341 Climate Action Projects (currently £13,526.68) should be committed to committed to green energy and efficiency measures at the Gartside Unit and remain in place as needed.

RESOLVED: Unspent money in EMR 336 Royal Events (currently £1,000) should remain in place.

2425 77 Climate Action, Communications and Engagement Committee Budgets and Earmarked Reserves 2025-26

The Deputy Clerk had prepared an overview of considerations to be made ahead of making budget recommendations.

The Assistant Clerk gave an overview of likely projects and costings needed for external communications and event activity in the year 2025/26.

RESOLVED: Recommendation to the FINANCE AND MANAGEMENT COMMITTEE that the budget for the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT committee budget requirements for

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the year 2025/26 total £20,000 (£5,000 for budget line 4805 Climate Action, and £15,000 for budget line 4650 Communications and Engagement) to cover expected expenditure as follows:

- Budget Line 4805 Climate Action - £5,000 for climate emergency measures (including investment in the Gartside building).
- Budget Line 4650 Communications and Engagement - £8,000 for existing commitments to website, IT services, print and online publications, and newsletters, £2,000 for new branding roll out on digital and physical assets, £5,000 for engagement events.

RESOLVED: EMR Community Engagement (currently £3,609.87) is recommended to remain in place for the exploration of a digital display hardware purchase or events.

2425 78 Items for publicity

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

No additional items were put forward.

Close 8.59pm

Holme Valley Parish Council Cash Book 2024-25

Unity Trust T2 Current Account

Schedule of Payments December 2024

No	HVPC ref	Payment Sent Date	Payment method	Check v Statement	To pay	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
		03/12/2024	DD	<input type="checkbox"/>	FULL LIFE CHURCH		GRANT - TO FOOD BANK	£1,500.00	£0.00	£1,500.00	Council 2425 12	LGA 1972 137
		03/12/2024	BACS	<input type="checkbox"/>	KIRKLEES COUNCIL		PURCHASE OF MOBILE SPEED INDICATOR DEVICES X2	£7,202.28	£0.00	£7,202.28	Council 2425 12	LGRA 1997
		03/12/2024	BACS	<input type="checkbox"/>	NPOWER		ELECTRICITY HOLMFIRTH TOILETS	£119.83	£5.99	£125.82	Council 2425 12	PHA 1936 587
		03/12/2024	BACS	<input type="checkbox"/>	DOCUMENT LOGIC		PHOTOCOPYING	£80.23	£16.05	£96.28	Council 2425 12	LGA 1972 111
		03/12/2024	BACS	<input type="checkbox"/>	FULL LIFE CHURCH		CHAIR'S DONATION TO FOOD BANK	£500.00	£0.00	£500.00	Council 2425 12	LGA 1972 112
			BACS	<input type="checkbox"/>	WYPF		PENSIONS STAFF	£1,416.41	£0.00	£1,416.41	Council 2425 12	LGA 1972 112
			BACS	<input type="checkbox"/>	HMRC		PAYE - TAX AND NI	£2,682.55	£0.00	£2,682.55	Council 2425 12	LGA 1972 112
			BACS	<input type="checkbox"/>	SALARY STAFF		SALARY STAFF 02	£2,183.57	£0.00	£2,183.57	Council 2425 12	LGA 1972 112
			BACS	<input type="checkbox"/>	SALARY STAFF		SALARY STAFF 04	£2,842.82	£0.00	£2,842.82	Council 2425 12	LGA 1972 112
			BACS	<input type="checkbox"/>	SALARY STAFF		SALARY STAFF 05	£1,859.03	£0.00	£1,859.03	Council 2425 12	LGA 1972 112
			BACS	<input type="checkbox"/>	MIDDLEPEAK ENGINEERING LTD	(LEANDER)	CAST ALUMINIUM PLAQUE- COVID MEMORIAL	£623.50	£124.70	£748.20		LGA 1972 137
			BACS	<input type="checkbox"/>	HCHCT		GRANT TOWARDS ROOF REPAIRS (FINAL VAT ELEMENT)	£4,508.00	£0.00	£4,508.00	Council 2425 12	LG(MP)A 1976 519
			BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY		HV MINIBUS SERVICE NOV	£1,908.00	£0.00	£1,908.00	Council 2425 12	LG&RA 1997 527
			BACS	<input type="checkbox"/>	KIRKLEES YOUTH ALLIANCE		GRANT - YOUTH WORK IN THE HOLME VALLEY - SEP	£5,000.00	£0.00	£5,000.00	Council 2425 12	LGA 1972 137
			BACS	<input type="checkbox"/>	KIRKLEES YOUTH ALLIANCE		GRANT - YOUTH WORK IN THE HOLME VALLEY - NOV	£5,000.00	£0.00	£5,000.00	Council 2425 12	LGA 1972 137
								£37,426.22	£146.74	£37,572.96		

From: Yorkshire Local Councils Associations <no-reply@yorkshirelca.gov.uk>
Sent: 06 December 2024 19:15
To: clerk@holmevalleyparishcouncil.gov.uk
Subject: New YLCA support update #7348 "Query regarding VAT reclaim regarding a building owned by the Parish Council but leased to a Community Trust"

New reply to your ticket

Comment

Dear Jen,

HOLME VALLEY PARISH COUNCIL – VAT ENQUIRY

We have received advice from our external VAT consultant in the matter of VAT relative to Holmfirth Civic Hall. Please see this below and let us know if further advice is required.

From the VAT consultant:

The fact that a council exists for the public benefit does not mean that everything that it does is non-business for VAT purposes. A council can still have business activities, which for VAT purposes simply means the supply of goods or services in return for payment. This council appears to be registered for VAT, which is only possible where a council has business activities.

The Civic Hall lease is, at present, a VAT-exempt business activity – because alongside the peppercorn lease, an additional rent appears to be charged to cover the insurance costs. A lease for more than £1 is a business activity for VAT purposes and VAT cannot necessarily be recovered on costs when there are exempt business activities.

If there was no insurance recharge and no other charges, then the lease would be non-business, and the council would have the right to reclaim VAT on the costs that it incurs.

The advice from the accountant, as relayed here, does not fully address the implications of the council using the property for VAT-exempt business purposes. Whenever a council has exempt income, it can only reclaim related VAT if the value is under certain thresholds – essentially under £7,500 VAT on exempt-related costs per financial year, or £52,500 over a 7-year period (subject to conditions).

Each year a council with VAT-exempt activities must carry out an exercise to determine how much VAT it has actually incurred on its exempt activities, in order to assess whether it has exceeded the threshold. This is known as a partial exemption exercise, and is covered in sections 7 and 8 of [VAT Notice 749](#). If the threshold is exceeded then the council loses all rights to reclaim VAT incurred in relation to exempt activities.

This is relevant here because the council proposes to spend in the region of £40 – £50,000 each year for a decade, and could easily breach the thresholds, meaning that VAT might not be recoverable in some years.

Improving the premises appears to be a landlord responsibility under the lease – the tenant's obligation is to "keep the premises in repair" and they do not appear to be obliged to put it in a better state than it was let to them. This means that it would not be reasonable to argue that the council is making a non-business gift to the Trust when it offers to pay for repairs.

It would be possible to amend the lease to make it entirely a non-business activity (leases of £1 or less – Section 2.2 VAT Notice 749). In such a case there would be no exempt supply, and the council could treat the lease and related costs as non-business with a right to reclaim VAT on associated costs.

Finally, a council can make gifts of goods and services to the Trust instead of grants, and have a right to reclaim VAT (although, as mentioned, this would not apply to costs for repairs that are a landlord responsibility under an exempt lease).

In order for the council to be able to reclaim VAT on non-business activities it must place an order, receive the supply, receive an invoice addressed to the council and also pay out of council funds (Section 6 VAT Notice 749). This cannot be a paper exercise with the Trust having all control – the council is obliged to enter into contracts as an active and genuine participant. The council should follow its Standing Orders and Financial Regulations when obtaining quotes or tenders and commissioning work. *End.*

Yours sincerely,

Sheena Spence
CHIEF OFFICER

Yorkshire Local Councils Associations, Suite 8, Sibling Workspace, Station Road, Tadcaster, LS24 9JF. Tel: 01937 228602. E: admin@yorkshirelca.gov.uk. Website: www.yorkshirelca.gov.uk

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6 AUGUST 2024

BRIEFING | ANALYSIS OF COUNCIL TAX LEVELS OF LOCAL PRECEPTING AUTHORITIES 2024/25

This briefing provides an analysis of council tax levels of local precepting authorities in 2024/25 published by the Ministry of Housing, Communities and Local Government (MHCLG) (formerly the Department for Levelling Up, Housing and Communities (DLHUC)). Figures shown are for 2024/2025. Where relevant, figures for previous years are shown in brackets.

Local precepting bodies

There are 10,235 (10,245) local bodies which have the power to raise a precept (a small share of council tax) in England. This includes local (parish and town) councils, parish meetings, charter trustees and the Inner and Middle Temple.

Of these, 8,887 (8,866) or 90.96% (86.54%) are precepting parish and town councils and parish meetings and these are collectively referred to in this paper as precepting local councils.

The number of local councils by precept range is as follows:

Precept	2024/2025	2023/2024	2022/2023
-£2,410	0(-1)	1 (+1)	0 (0)
-£198*	1 (0)	1 (0)	1 (+0)
-£40**	0 (0)	0 (-1)	1 (+1)
£0	1,329(-33)	1,362 (-4)	1,362 (+2)
£1-4,999	1,476(-126)	1,602 (-121)	1,733 (-125)
£5,000-£9,999	1,523(-69)	1,592 (-44)	1,639 (-42)
£10,000-£14,999	1,040(+16)	1,024 (+41)	988 (+23)
£15,000-£19,999	679(+28)	651 (+2)	651 (+8)
£20,000-£24,999	496(-5)	501 (+2)	500 (+41)

£25,000- £124,999	2,351(+89)	2,262 (+91)	2,172(+30)
£125,000- £249,999	579(+31)	548 (+11)	538 (+25)
£250,000- £999,999	618(+38)	580 (+29)	552 (+23)
£1,000,000- £1,999,999	103(+14)	89 (+18)	72 (+10)
£2,000,000- £2,999,999	11(0)	11 (+3)	8 (+3)
£3,000,000- £6,499,999	10(+6)	4 (+1)	3 (0)
£6,500,000 plus	0(0)	0 (0)	0 (0)
Total	10,216	10,228	10,220

*Beesby with Saleby Parish Council (East Lindsey) is recorded as having a negative parish precept because the district council collects rental income from parish land on behalf of the parish and distributes this back to residents as a reduction on their council tax.

**Fawley Parish Council (West Berkshire) was recorded as having a negative parish precept in 2022/2023 because the local council was distributing money back from a previous precept which had been increased for specific additional expenditure.

Total precepts

The overall amount raised by all precepting bodies (local councils, charter trustees, temples and principal authorities) is £41.2 billion (£38.7 billion), an increase of £2.5 billion (£2.4 billion).

The overall amount raised by major precepting bodies (principal authorities) is £40.4 billion (£38.0 billion), an increase of £2.4 billion (£2.4 billion).

The overall amount raised by local precepting bodies (parish and town councils, parish meetings, charter trustees and temples) in England this year is £783,024 million (£707,805 million), an increase of £75,219 million or 10.63% (£52,667

million or 8.04%). This is 1.9% (1.8%) of the total amount raised by all precepting bodies.

Of this £781,285 million (£706,279 million) is raised by precepting local councils, an increase of £75,006 or 10.62% (£52,618 million or 8.05%).

The twenty largest precepting local councils raised £62,754,148 (£51,979,624) This is 8.03% (7.36%) of the overall precept raised by all precepting local councils.

The following local councils raised a precept of between £2,000,000 and £2,999,999 in 2024/5: Dunstable (Central Bedfordshire); Leighton Linlade (Central Bedfordshire); Newquay (Cornwall); Frome (Somerset); Yeovil (Somerset).

In 2023/4, the following local councils raised a precept of between £2,000,000 and £2,999,999: Weston Super Mare (North Somerset); Central Swindon South (Swindon); Dunstable (Central Bedfordshire); Trowbridge (Wiltshire); Leighton Linlade (Central Bedfordshire); Truro (Cornwall); Penzance (Cornwall); Banbury (Cherwell); Newquay (Cornwall); Bracknell (Bracknell).

The following local councils raised a precept of between £3,000,000 and £6,499,999 in 2024/5: Salisbury City Council (Wiltshire); Chippenham (Wiltshire); Weymouth (Dorset); Falmouth (Cornwall); Central Swindon South (Swindon); Trowbridge (Wiltshire); Weston super Mare (North Somerset); Bridgwater (Somerset); Truro (Cornwall).

In 2023/4, the following local councils raised a precept of between £3,000,000 and £6,499,999: Salisbury (Wiltshire); Chippenham (Wiltshire); Weymouth (Dorset); Falmouth (Cornwall).

There are 124 local councils which currently (in 2024/2025) raise a precept of over £1,000,000.

Average precepts

The average precept is for all local councils is £76,477.

The average precept for local councils in areas with a unitary authority (including metropolitan boroughs) is £98,193 (£87,916).

The average precept for local councils in areas with a two-tier principal authority (a district and county council) is £79,636 (£73,012).

Precept changes

1,533 (1,965) or 17.25% (22.16%) of precepting local councils kept the 2024/25 precept the same as 2023/24.

457 (635) or 5.14% (7.16%) of precepting local councils reduced their precept.

Of the 6,886 (6,166) or 77.48% (69.55%) precepting local councils that increased their precept, 2,569 (2,515) or 37.30% (40.79%) increased it by less than £1,000.

The largest precept increase was made by Taunton Town Council (Somerset) which raised its precept from £2,114,000 to £5,904,630, taking its band D tax rate from £109.67 to £299.30.

In 2023/24 the largest precept increase was made by Salisbury City Council (Wiltshire) which raised its precept from £3,502,565 to £5,152,561, taking its Band D tax rate from £232.96 to £335.00.

New and disbanded parishes

In 2024/25, 12 (35) new local councils were created and 20 (28) were disbanded.

New local councils created in 2024/25 include:

Cross Roads (Bradford); Haworth and Stanbury (Bradford); The Yealands (Lancaster); Hempton and Pudding Norton (North Norfolk) Grantham (South Kesteven); The Wolfords Joint Parish Council (Stratford-on-Avon); Great Oldbury (Stroud); Wentbridge (Wakefield); Burneside (Westmorland and Furness); Duddon (Westmorland and Furness); and Staveley with Ings (Westmorland and Furness). Collectively they raise a precept of £324,690 (£3,974,807).

Of these, one (six) was in a previously unparished area: Grantham Parish Council (South Kesteven). It raises a precept of £46,010.

Local councils that were disbanded in 2024/25 include:

Haworth Cross roads and Stanbury (Bradford); Bothenhampton (Dorset); Bradpole (Dorset); Hugill (Westmorland and Furness); Strickland Ketel (Westmorland and Furness); Angerton (Westmorland and Furness); Allington (Dorset); Hempton (North Norfolk); Ledston (Leeds); Yealand Redmayne (Lancaster); Yealand Conyers (Lancaster); Pudding Norton (North Norfolk); Lands Common to Fylingdales and Hawsker Cum Stainsacre (North Yorkshire); Broughton West (Westmorland and Furness); Dunnerdale with Seathwaite (Westmorland and Furness); Mansriggs (Westmorland and Furness); Nether

Staveley (Westmorland and Furness); Osmotherley (Westmorland and Furness); Over Staveley (Westmorland and Furness); Strickland Roger (Westmorland and Furness).

Collectively this resulted in a reduction of £322,450 (£453,107) in the precept collected by local councils.

Band D

Average Band D (precept total divided by taxbase)

The average Band D council tax for only those local councils which raised a precept is £89.18 (£81.74), an increase of £7.44 or 9.1% (£4.53 or 5.87%).

The average Band D council tax for all local councils, including those that do not raise a precept, is £87.74 (£80.42), an increase of £7.32 or 9.1% (£4.16 or 5.46%).

The average Band D council tax for only those local bodies (local councils, charter trustees and temples) that raise a precept is £85.89 (£79.14) an increase of £6.75 or 8.53% (£4.54 or 6.1%).

The average Band D council tax for all local bodies (local councils, charter trustees and temples), including those that do not raise a precept, is £84.02 (£77.41) an increase of £6.61 or 8.54% (£4.16 or 5.68%).

The average Band D council tax for precepting local councils in areas with a unitary authority (including metropolitan boroughs) is £95.15 (£85.78), an increase of £9.37 or 10.93%.

The average Band D council tax for precepting local councils in areas with a two-tier principal authority (district and county council) is £83.98 (£78.19), an increase of £5.79 or 7.41%.

The largest Band D increase was made by Waverley Community Council (Rotherham) which raised its Band D council tax rate by £224.99 or 354.48% from £63.47 to £288.46. This is due to the council funding the development of a new community centre in Waverley.

Band D changes

The overall profile of Band D changes is set out below:

Band D Change	Number of councils 2024/2025	Number of councils 2023/2024	Number of councils 2022/2023
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< 0%*	1,647 (-563)	2,210 (-422)	2,632 (+406)
0%	318 (-186)	504 (-5)	509 (-365)
<1%	525 (-180)	705 (-92)	797 (-253)
1.0 – 1.99%	452 (-44)	496 (-180)	676 (-278)
2.0 – 2.99%	497 (-6)	503 (-177)	680 (-106)
3.0 – 3.99%	539 (+21)	518 (-56)	574 (+29)
4.0 – 9.99%	2,651 (+541)	2,110 (+478)	1,632 (+279)
10% - 19.99%	1,164 (+55)	1,009 (+238)	681 (+100)
20% - 49.99%	762 (+196)	566 (+83)	483 (+124)
50% plus	290 (+76)	214 (+38)	176 (+67)

*Of the 1,602 (2,058) precepting local councils that reduced their Band D, 1,485 or 92.70%, (1,906 or 92.61%) saw their tax base (the number of Band D equivalent dwellings in a local authority area) increase.

Looking at the 5,373 (4,248) precepting local councils that increased their Band D tax rate by more than 3%, the Band D tax rate varied from £0.25 to £380.61 (£1.60 to £423.06).

Band D Tax Rate Increase (£)	Number of councils 2024/2025	Number of councils 2023/2024	Number of councils 2022/2023
£0.01 - £4.99	4,208 (+225)	3,983 (-290)	4,273 (-426)
£5.00 - £9.99	1,403 (+319)	1,084 (+296)	788 (+155)
£10.00 - £14.99	545 (+136)	409 (+115)	294 (+101)
£15.00 - £24.99	399 (+113)	286 (+92)	194 (+52)
£25.00+	315 (+170)	145 (39)	106 (+13)

Of the 4,867 (4,249) precepting local councils that increased their Band D tax rate by more than 3%, 281 (141) increased the Band D tax rate by more than £25.

The top five financial increases are as below:

Local council	Band D Tax Rate 2024/25 (£)	Band D Tax Rate Increase (£)	Band D Tax Rate Increase (%)
Waverley (Rotherham)	£288.46	224.49	354.48%
Taunton (Somerset)	£299.30	189.63	172.91%
Bridgewater (Somerset)	£295.33	183.29	163.58%
Elmton (Bolsover)	£332.95	160.65	93.24%
Rivington (Chorley)	£178.76	137.39	332.10%

The table below shows those local councils with a Band D of £150 or more which had a double-digit Band D percentage increase in 2024/25 (from highest to lowest band D +10%):

Local council	Band D Tax Rate 2024/25	£ Increase	% Increase
Truro (Cornwall)	£401.98	£81.60	25.47%
Peterlee (Durham)	£380.61	£43.79	13.00%
Elmton (Bolsover)	£332.95	£160.65	49.48%
Launceston (Cornwall)	£324.37	£50.28	18.34%
Woughton (Milton Keynes)	£315.02	£41.08	15.35%
Shepton Mallet (Somerset)	£305.57	£96.87	46.42%
Newquay (Cornwall)	£300.98	£63.91	26.96%
Taunton (Somerset)	£299.30	£189.63	172.91%
Bude Stratton (Cornwall)	£299.19	£50.91	20.50%
Glastonbury (Somerset)	£296.13	£96.13	48.06%
Bridgewater (Somerset)	£295.33	£183.29	163.58%
Hayle (Cornwall)	£292.74	£52.50	21.85%

Somerton (Somerset)	£292.33	£31.65	12.14%
Waverley (Rotherham)	£288.46	£224.99	354.48%
Forest Row (Wealden)	£288.44	£89.79	45.20%
Bishop's Castle (Shropshire)	£285.38	45.93	19.18%
Frome (Somerset)	£276.82	57.90	26.45%
Yeovil (Somerset)	£275.82	130.69	90.05%
Martock (Somerset)	£274.46	26.05	10.49%
Trowbridge (Wiltshire)	£270.65	50.34	22.85%
Glapwell (Bolsover)	£268.51	83.36	45.02%
Castle Cary (Somerset)	£262.40	25.83	10.92%
Redruth (Cornwall)	£259.63	26.62	11.43%
St Ives (Cornwall)	£258.11	48.17	22.95%
Chard (Somerset)	£251.37	78.28	45.23%
Crewkerne (Somerset)	£250.41	40.89	19.51%
Great Dawley (Telford and Wrekin)	£250.31	39.30	18.63%
Whitwell (Bolsover)	£249.25	29.68	13.51%
Bassingham (North Kesteven)	£240.96	22.51	10.31%
Siloth on Solway (Cumberland)	£240.02	37.93	18.77%
Goole (East Riding of Yorkshire)	£240.00	35.89	17.58%
Ilminster (Somerset)	£238.68	57.31	31.60%
Wennington (Lancaster)	£237.93	114.70	93.07%
Diss (South Norfolk)	£235.76	27.17	13.03%
Camborne (Cornwall)	£235.37	24.96	11.86%

Helston (Cornwall)	£227.15	24.19	11.92%
Cirencester (Cotswold)	£225.29	50.50	28.89%
Stroud (Stroud)	£221.60	21.96	11.00%
Nether Heyford (West Northamptonshire)	£219.37	54.22	32.83%
Heath and Holmewood (North East Derbyshire)	£216.14	56.04	35.01%
Minehead (Somerset)	£214.52	36.79	20.70%
Dartmouth (South Hams)	£213.01	30.06	16.43%
Great Dunmow (Uttlesford)	£211.61	41.54	24.42%
Ware (East Hertfordshire)	£209.63	53.00	33.84%
Hailsham (Wealden)	£204.87	38.22	22.94%
Wolverton and Greenleys (Milton Keynes)	£203.68	32.61	19.06%
Mudford (Somerset)	£202.81	40.24	24.75%
Freshwater (Isle of Wight)	£202.31	21.42	11.84%
Nailsworth (Stroud)	£201.70	34.12	20.36%
Thame (South Oxfordshire)	£201.44	22.44	12.53%
Braunstone (Blaby)	£200.31	42.07	26.58%
Beaminster (Dorset)	£198.64	21.44	12.10%
Thorne (Doncaster)	£198.31	34.16	20.81%
Torpoint (Cornwall)	£195.44	18.95	10.74%
Swaffham (Breckland)	£195.33	26.04	15.38%
Barnstaple (North Devon)	£193.99	20.63	11.90%
Alford (East Lindsey)	£193.17	18.60	10.66%
South Petherton (Somerset)	£191.79	32.78	20.61%
Colne (Pendle)	£191.60	38.32	25.00%

Etchingham (Rother)	£189.37	19.78	11.67%
Cassington (West Oxfordshire)	£187.76	107.31	133.39%
Street (Somerset)	£186.97	17.35	10.23%
Bruton (Somerset)	£184.92	20.20	12.27%
Horningsham (Wiltshire)	£184.60	58.50	46.40%
Madingley (South Cambridgeshire)	£183.79	26.06	16.52%
Central Swindon North (Swindon)	£183.38	18.27	11.07%
Ash (Somerset)	£182.75	22.51	14.05%
Newton Abbot (Teignbridge)	£181.88	31.62	21.04%
Ivinghoe (Buckinghamshire)	£181.24	17.10	10.42%
Stainforth (Doncaster)	£181.17	24.44	15.60%
Axbridge (Somerset)	£180.41	25.04	16.11%
Clowne (Bolsover)	£179.46	29.91	20.00%
Rivington (Chorley)	£178.76	137.39	332.10%
Cambourne (South Cambridgeshire)	£177.26	16.11	10.00%
Great Shelford (South Cambridgeshire)	£177.05	23.67	15.43%
St Just (Cornwall)	£176.60	36.50	26.05%
Allhallows (Medway)	£175.55	41.72	31.17%
Potton (Central Bedfordshire)	£175.23	15.93	10.00%
Newent (Forest of Dean)	£173.58	19.66	12.77%
Kielder (Northumberland)	£172.57	98.30	132.38%
Peacehaven (Lewes)	£171.45	20.94	13.91%
Bow Brickhill (Milton Keynes)	£171.39	35.55	26.17%

Stanton By Dale (Erewash)	£170.77	26.83	18.64%
Liskeard (Cornwall)	£170.39	23.67	16.13%
Central Swindon South (Swindon)	£169.60	22.10	14.99%
Withyham (Wealdon)	£168.54	40.48	31.61%
Loddon (South Norfolk)	£168.04	28.01	20.00%
Williton (Somerset)	£167.58	49.14	41.49%
Totland (Isle of Wight)	£167.58	62.98	60.21%
Wellington (Somerset)	£166.29	81.64	96.44%
Hooe (Wealden)	£166.27	17.74	11.94%
Kington St. Michael (Wiltshire)	£166.00	27.58	19.92%
Lynton and Lynmouth (North Devon)	£165.93	35.50	27.22%
Wroot (North Lincolnshire)	£165.13	109.02	194.30%
Misterton (Bassetlaw)	£164.30	17.12	11.63%
Battle (Rother)	£163.61	20.33	14.19%
Lake (Isle of Wight)	£163.54	65.00	65.96%
Newmarket (West Suffolk)	£161.48	15.95	10.96%
Ilton (Somerset)	£161.03	85.58	113.42%
Montacute (Somerset)	£160.61	24.07	17.63%
Seavington St Michael (Somerset)	£160.14	63.68	65.51%
Seavington St Mary (Somerset)	£159.74	62.98	65.09%
St Mary Hoo (Medway)	£159.72	46.08	40.55%
Newcastle Upon Clun (Shropshire)	£159.64	89.58	127.85%

Marchwood (New Forest)	£158.76	19.92	14.35%
Feckenham (Redditch)	£157.77	104.55	196.45%
Charley (North West Leicestershire)	£157.44	£35.64	29.26%
Steyning (Horsham)	£157.42	£26.23	19.99%
Eastington (Stroud)	£157.31	£74.86	90.79%
Sonning Common (South Oxfordshire)	£157.18	£23.98	18.00%
Peasedown St John (Bath and North East Somerset)	£156.63	£39.89	34.17%
Henley on Thames (South Oxfordshire)	£155.20	£35.44	29.60%
Barwick (Somerset)	£154.60	£30.92	25.00%
Axminster (East Devon)	£154.08	£51.35	49.99%
Amesbury (Wiltshire)	£154.04	£14.34	10.27%
Lilbourne (West Northamptonshire)	£153.73	£26.30	20.64%
Brandon (West Sussex)	£153.46	£24.53	19.03%
Hythe and Dibden (New Forest)	£153.40	£22.03	16.77%
Wivenhoe (Colchester)	£152.47	£14.06	10.16%
Warborough (South Oxfordshire)	£151.07	£99.63	193.65%
Blewbury (Vale of White Horse)	£151.07	£36.98	32.41%
Iver (Buckinghamshire)	£150.88	£16.18	12.01%
Portreath (Cornwall)	£150.34	£18.42	13.96%

Of the 123 local councils included in the table above, 71 are in areas with a unitary authority and 52 in areas with a two-tier principal authority.

Information by county association

The table below shows the average percentage precept increase and average percentage Band D increase by county association area:

County	Average precept increase from 2023/2024 to 2024/2025	Average Band D increase from 2023/2024 to 2024/2025	Average precept increase from 2022/2023 to 2023/2024 (%)	Average Band D increase from 2022/2023 to 2023/2024 (%)
Avon	+8.48%	+14.32%	+11.94%	+11.77%
Bedfordshire	-13.10%*	+3.14%	+4.39%	+2.67%
Berkshire	+6.98%	+7.27%	-51.50%**	-53.29%**
Buckinghamshire and Milton Keynes	+6.00%	+5.96%	+7.06%	+5.10%
Cambridgeshire and Peterborough	+6.50%	+6.82%	+7.44%	+6.48%
Cheshire	+5.53%	+8.12%	+9.38%	+8.77%
Cleveland	+5.59%	+3.74%	+3.16%	+5.77%
Cornwall	+7.96%	+9.23%	+6.27%	+4.77%
County Durham	+6.09%	+7.05%	+5.87%	+4.49%

Cumbria	+4.60%	+11.11%	+7.04%	+6.15%
Derbyshire	+8.45%	+10.89%	+11.22%	+8.05%
Devon	+7.16%	+9.67%	+6.88%	+6.07%
Dorset	+4.53%	+5.53%	+3.47%	+2.73%
East Sussex	+7.88%	+7.03%	+6.00%	+4.79%
ERNLLCA	+5.36%	+6.77%	+7.38%	+6.64%
Essex	+7.14%	+7.85%	+8.26%	+7.61%
Gloucestershire	+7.16%	+8.40%	+7.21%	+6.93%
Hampshire	+6.73%	+7.82%	+7.37%	+6.11%
Herefordshire	+3.44%	+2.96%	+3.05%	+2.45%
Hertfordshire	+6.00%	+6.46%	+9.42%	+9.77%
Isle of Wight	+10.40%	+12.93%	+12.52%	+12.20%
Kent	+7.66%	+9.03%	+6.01%	+4.71%

Lancashire and Merseyside	+8.41%	+11.94%	+6.84%	+5.17%
Leicestershire and Rutland	+6.63%	+7.94%	+8.17%	+7.67%
Lincolnshire	+4.79%	+6.64%	+7.61%	+6.48%
Norfolk	+7.40%	8.43%	+8.98%	+8.31%
Northamptonshire	+5.56%	+7.57%	+7.12%	+5.86%
Northumberland	+14.77%	+6.27%	+2.96%	+1.81%
Nottinghamshire	+5.42%	+5.82%	+7.10%	+5.88%
Oxfordshire	+4.39%	+8.77%	+7.80%	+6.38%
Shropshire	+5.69%	+7.07%	+4.00%	+2.09%
Somerset	+15.00%	+23.04%	+8.58%	+7.09%
Staffordshire	+5.87%	+6.32%	+6.96%	+5.78%
Suffolk	+5.36%	+5.33%	+5.01%	+4.43%
Surrey	+6.63%	+6.68%	+5.91%	+5.97%

Warwickshire and West Midlands	+6.11%	+6.69%	+4.60%	+3.13%
West Sussex	+6.98%	+7.86%	+6.40%	+4.79%
Wiltshire	+7.41%	+10.84%	+5.97%	+4.78%
Worcestershire	+5.07%	+6.63%	+4.28%	+3.80%
Yorkshire	+5.95%	+9.96%	+9.12%	+8.21%

*Includes Aspley Guise Parish Council, which reduced its Band D by -95.89% and its precept by -2285.05% in 2024/25 and Eggington Parish Council, which reduced its Band D by 33.67% and its precept by 36.86%.

**Includes Fawley Parish Council, which reduced its precept by 5925.00% and Band D by 5984.09% in 2023/24.

The table below shows the average Band D, highest overall Band D and highest precepting council in each county association area for 2024/25:

County	Average Band D*	Highest overall Band D	Highest precepting council
Avon (Total precepts £21,900,954)	£95.53	Filton (£312.84)	Weston super Mare (£3,135,840)
Bedfordshire (£18,723,799)	£124.49	Stotfold (£244.18)	Dunstable (£2,933,469)
Berkshire (£17,744,565)	£76.41	Hungerford (£145.15)	Bracknell (£2,082,122)

Buckinghamshire and Milton Keynes (£32,719,958)	£107.53	Woughton (£315.02)	Aylesbury (£2,480,226)
Cambridgeshire and Peterborough (£22,338,155)	£85.46	Huntingdon (£234.49)	St Neots (£2,008,010)
Cheshire (£19,431,940)	£63.44	Nantwich (£150.38)	Crewe (£1,330,554)
Cleveland (£1,817,725)	£28.23	Dalton Piercy (£96.82)	Billingham (£334,201)
Cornwall (£36,461,090)	£175.29	Falmouth (£431.24)	Falmouth (£3,352,214)
County Durham (£16,507,393)	£106.48	Peterlee (£380.61)	Great Aycliffe (£1,974,773)
Cumbria (£9,723,371)	£61.11	Siloth on Solway (£240.02)	Workington (£986,709)
Derbyshire (£17,304,918)	£82.07	Shirebrook (£332.95)	Dronfield (£999,315)
Devon (£23,509,854)	£95.05	Cranbrook (£256.03)	Newton Abbot (£1,594,558)
Dorset (£19,870,197)	£113.47	Sturminster Newton (£263.67)	Weymouth (£3,390,870)
East Sussex (£17,189,814)	£117.57	Forest Row (£288.44)	Crowborough (£1,678,041)

ERNLLCA (£10,902,835)	£62.88	Goole (£240.11)	Goole (£1,318,000)
Essex (£27,347,783)	£74.23	Great Dunmow (£211.61)	Saffron Walden (£1,263,606)
Gloucestershire (£16,980,468)	£94.31	Wootton Under Edge (£234.13)	Cirencester (£1,673,300)
Hampshire (£31,083,299)	£89.77	Bishops Waltham (£196.30)	Totton and Eling (£1,517,60)
Herefordshire (£5,690,305)	£79.03	Leominster (£190.25)	Hereford (£942,800)
Hertfordshire (£19,054,525)	£80.75	Ware (£232.80)	Ware (£1,589,479)
Isle of Wight (£6,576,640)	£120.88	Sandown (£232.80)	Ryde (£1,1,494,826)
Kent (£32,230,277)	£76.06	Paddock Wood (£233.17)	Sevenoaks (£1,437,614)
Lancashire and Merseyside (£14,821,324)	£46.36	Wennington (£237.93)	Colne (£952,734)
Leicestershire and Rutland (£19,669,237)	£102.45	Braunstone Town (£200.31)	Braunstone Town (£981,884)
Lincolnshire (£15,219,385)	£76.14	Bassingham (£240.96)	North Hykeham (£814,582)
Norfolk (£22,963,457)	£91.73	Diss (£235.76)	Dereham (£1,168,362)

Northamptonshire (£21,003,675)	£81.25	Oundle (£249.91)	Northampton Town (£1,811,000)
Northumberland (£10,985,572)	£91.47	Newbiggin by the Sea (£185.53)	Blyth (£1,448,766)
Nottinghamshire (£10,659,885)	£82.46	Tuxford (£176.62)	Newark (£1,227,058)
Oxfordshire (£24,771,061)	£105.23	Berinsfield (£212.81)	Banbury (£2,113,471)
Shropshire (£16,969,695)	£96.55	Bishop's Castle (£285.38)	Shrewsbury (£1,770,089)
Somerset (£33,168,847)	£158.86	Langport (£340.55)	Taunton (£5,904,630)
Staffordshire (£11,408,387)	£50.98	Hilton (£134.08)	Lichfield (£939,900)
Suffolk (£20,473,800)	£90.27	Stowmarket (£196.67)	Lowestoft (£2,090,222)
Surrey (£10,260,511)	£60.76	Godalming (£116.35)	Farnham (£1,424,818)
Warwickshire and West Midlands (£12,901,924)	£56.27	Alcester (£157.40)	Sutton Coldfield (£1,870,702)
West Sussex (£20,814,753)	£83.58	Cuckfield (£163.28)	Littlehampton (£1,510,181)
Wiltshire (£44,363,612)	£162.64	Salisbury (£363.99)	Salisbury (£5,642,672)
Worcestershire	£63.01	Tenbury (£179.35)	Malvern (£1,356,140)

(£9,526.743)			
Yorkshire (£32,832,104)	£57.03	Waverley (£288.46)	Keighley (£1,136,626)

* The Average Band D has been calculated by dividing the aggregate (total) of parish precepts in each county area by the aggregate (total) taxbase in each county area.

Should you require any further information, please do not hesitate to contact Jessica Lancod-Frost, policy officer, on 020 7290 0319 or via email at jessica.lancod-frost@nalc.gov.uk.

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RFO's Report to full Council on the Parish Council Budget 2025/26:

Members will be aware that only full Council can approve the budget for 2025/26 of the Parish Council. That is a decision to be made 16th December 2024.

Ahead of that meeting, the job of the Finance and Management Committee is to collate the budgets and reserves requested by the other standing Committees and make recommendations to Council on the overall budget and precept.

In this financial year, the Chair of Finance and Management asked the RFO to prepare three different budgets with different outlays and some variance in priorities of the Council.

Given the Parish Council's pre-agreed commitment to an additional £30,000/a on the programme of works for The Civic, Members were aware that maintaining the budget at its 2024/25 level would be very difficult without significantly impacting other commitments of the Council.

The RFO also wanted to ensure that other identified risks to the Council, - like the increased costs of elections and insurance, - were managed better in the three budget proposals.

The budget for the current year 2024/25 is £332,260.

At the meeting 16th December 2024, only the budget is finalised, and it is only this that is being approved.

The precept is finalised in January once the Parish Council has received a new tax base figure from Kirklees Council.

However, it is nevertheless useful now for Council to have some awareness of the likely level of precept to be needed for the Parish Council, and some awareness of potential changes in the charge to households.

Since the meeting of Finance and Management Committee, I have made some amendments to the calculations as presented, one to amend a mistake.

Firstly, I have collated the 8 Service Provision Christmas Tree grants which are to be made into annual rolling grants, and I have added that money (totalling £1,708) to the earmarked reserve EMR 345

Rolling Grants and deducted it from the budget line 4705 Christmas Provision. This follows the YLCA advice on rolling grants received by the RFO.

Secondly, I have had to correct a mistake in the calculations that went to Finance and Management. Unfortunately, in those figures, through an oversight, the provision for Finance and Management rolling grants was built into the budget and reserves plan twice, - one in the budget lines and once in the earmarked reserves. Once this double-counting is corrected, £6,060 is returned to general reserves, and this does have an impact on projected expenditure, the precept, and the charge to households.

The positive aspect to this is that this £6,060 would reduce the amount of the precept needed and reduce the increase in the charge to households.

A. Lower Outlay Budget	B. Medium Outlay Budget	C. Higher Outlay Budget
<ul style="list-style-type: none"> The projected expenditure is £369,298 	<ul style="list-style-type: none"> The projected expenditure is £385,748 	<ul style="list-style-type: none"> The projected expenditure is £406,998
<p>Where the budgets are the same:</p> <ul style="list-style-type: none"> Under this budget plan, all Committees got the budgets and earmarked reserves they had requested. An increase in The Civic budget of £30,000 (from £10,000 to £40,000) to support the ongoing repairs programme. £10,000 in the budget to cover the costs of one by-election. An increase in the Insurance budget of £3,250 to cover the higher cost. Other income was calculated at £22,085. The only notable, projected increase was the additional reimbursement from The Civic for their share of the insurance. An inflationary uplift was built in for the Staff Salaries budget, and some Service Provision budget lines. 	<p>Where the budgets are the same:</p> <ul style="list-style-type: none"> Under this budget plan, all Committees got the budgets and earmarked reserves they had requested. An increase in The Civic budget of £30,000 (from £10,000 to £40,000) to support the ongoing repairs programme. £10,000 in the budget to cover the costs of one by-election. An increase in the Insurance budget of £3,250 to cover the higher cost. Other income was calculated at £22,085. The only notable, projected increase was the additional reimbursement from The Civic for their share of the insurance. An inflationary uplift was built in for the Staff Salaries budget, and some Service Provision budget lines. 	<p>Where the budgets are the same:</p> <ul style="list-style-type: none"> Under this budget plan, all Committees got the budgets and earmarked reserves they had requested. An increase in The Civic budget of £30,000 (from £10,000 to £40,000) to support the ongoing repairs programme. £10,000 in the budget to cover the costs of one by-election. An increase in the Insurance budget of £3,250 to cover the higher cost. Other income was calculated at £22,085. The only notable, projected increase was the additional reimbursement from The Civic for their share of the insurance. An inflationary uplift was built in for the Staff Salaries budget, and some Service Provision budget lines.
<p>Where the budgets vary:</p> <ol style="list-style-type: none"> This budget involves cutting the F&M Assets grants budget – from £53,000 to £40,000. The Projects and Events budget would remain at £20,000. There are smaller cuts to some Council budget lines against the Medium Outlay Budget totalling £1,450. <ul style="list-style-type: none"> Under this Budget Plan £12,000 would be added to general reserves.¹ 	<p>Where the budgets vary:</p> <ol style="list-style-type: none"> This budget involves increasing the 4405 Projects and Events grants budget to £25,000 (from £20k) and to reduce the 4315 Community Assets grants budget to £50,000 (from £53,000), - a net increase of £2,000. <ul style="list-style-type: none"> Under this Budget Plan £15,000 would be added to general reserves.¹ 	<p>Where the budgets vary:</p> <ol style="list-style-type: none"> This budget also involves increasing the 4405 Projects and Events grants budget to £25,000 (from £20k) and to reduce the 4315 Community Assets grants budget to £50,000 (from £53,000), - a net increase of £2,000. This budget involved additional expenditure of £20,000 for a Visioning document for The Civic. There was a small addition of £1,000 to the Planning budget line to cover the consultation on the Kirklees Local Plan. <ul style="list-style-type: none"> Under this Budget Plan £30,000 would be added to general reserves.²
<ul style="list-style-type: none"> % of general reserves against net revenue expenditure: 25% 	<ul style="list-style-type: none"> % of general reserves against net revenue expenditure: 25% 	<ul style="list-style-type: none"> % of general reserves against net revenue expenditure: 27%
<ul style="list-style-type: none"> This would mean an increase to the Band D household charge of £2.88 to £33.41/a. 	<ul style="list-style-type: none"> This would mean an increase to the Band D household charge of £4.69 to £35.22/a. 	<ul style="list-style-type: none"> This would mean an increase to the Band D household charge of £8.06 to £35.59/a.

¹ This is necessary to ensure the Parish Council has enough general reserves to pay for three months of usual expenditure.

² This is a higher percentage of general reserves which was intended to give

The Finance and Management Committee resolved that all three potential budgets would be shared with Council, but that that Committee recommended Budget C. The votes were:

- 2 for Budget A
- 0 for Budget B
- 8 for Budget C
- with three abstentions.

The three options in shorthand:

DESCRIPTION	2023/24 BUDGET	2024/25 BUDGET	2024/25 PROJECTED OUTTURN	2025/26 LOW BUDGET OPTION	2025/26 MIDDLE BUDGET OPTION	2025/26 HIGH BUDGET OPTION
				A	B	C
Precept	£284,924	£327,934	£327,934	£358,847	£378,297	£414,547
All other income	£16,151	£20,861	£22,085	£22,451	£22,451	£22,451
TOTAL INCOME	£301,075	£348,795	£350,019	£389,066	£408,516	£444,766
Council - Administration	£141,631	£122,910	£133,204	£143,018	£144,468	£144,718
Finance and Management Committee	£73,000	£69,500	£73,000	£53,940	£68,940	£68,940
Planning Committee	£3,000	£1,500	£7,676	£1,500	£1,500	£2,500
Climate Action, Communications & Engagement	£32,100	£20,000	£13,523	£20,000	£20,000	£20,000
Service Provision Committee	£108,100	£118,350	£168,695	£150,840	£150,840	£170,840
BUDGET - TOTAL EXPENDITURE	£357,831	£332,260	£396,098	£369,298	£385,748	£406,998
Additional movement to/from general reserves	-£31,935	£16,453	£16,453	£12,000	£15,000	£30,000
Projected general reserves				£93,325	£96,325	£111,325
Projected general reserves as a % of expenditure				25%	25%	27%
General reserves +/- the 25% recommendation				£1,001	-£112	£9,576
Increase to Band D charge	0	£3.35	£3.35	£2.88	£4.69	£8.06
Band D charge	£27.18	£30.53	£30.53	£33.41	£35.22	£38.59

Earmarked reserves for the three plans:

As presented here, there is no variance to the amount of money held in earmarked reserves. All Committees would have the earmarked reserves as they requested them. The elections EMR had been topped up to £14,000 ahead of the next full election. The Royal Events EMR had been topped up to £2,000 in respect of Operation London Bridge. The Public Transport EMR had been reduced to £2,500. There was a new EMR War Memorials holding £2,500. The EMR's for the Gartside Building and the Toilets Refurbishment had been merged and would hold £10,000. The Gartside Climate Emergency Projects EMR would hold £18,005 and that would, if approved by Council, include the underspend on the Climate Action budget line 2024/25. The Rolling Grants EMR would be £7,768 and include F&M and Service Provision Christmas Tree rolling grants.

All are identical.

DESCRIPTION	2025/26 <u>LOW</u> BUDGET OPTION	2025/26 <u>MIDDLE</u> BUDGET OPTION	2025/26 <u>HIGH</u> BUDGET OPTION
	A	B	C
EMR CCTV	0	0	0
EMR Comm Assets - others	£2,017	£2,017	£2,017
EMR Election Fund	£14,000	£14,000	£14,000
EMR Defibrillator	£1,739	£1,739	£1,739
EMR Holmfirth Civic Capital	0	0	0
EMR Gartside Building	£10,000	£10,000	£10,000
EMR Honley Library	£15,000	£15,000	£15,000
EMR Royal Events	£2,000	£2,000	£2,000
EMR COVID Memorial	£6,000	£6,000	£6,000
EMR Children's Playgrounds	0	0	0
EMR Gartside Climate Emergency Projects	£18,005	£18,005	£18,005
EMR Road Safety	0	0	0
EMR Staff Pay	0	0	0
EMR Rolling Grants F&M	£6,060	£6,060	£6,060
EMR Rolling Grants SP Xmas	£1,708	£1,708	£1,708
EMR Public Transport	£2,500	£2,500	£2,500
EMR Tourism	£5,000	£5,000	£5,000
EMR Dog Waste and Litter	£3,800	£3,800	£3,800
EMR Community Engagement - comms board	£3,610	£3,610	£3,610
EMR The Civic Roof	0	0	0
EMR Holmfirth Toilets Refurb	0	0	0
EMR War Memorial NEW	£2,500	£2,500	£2,500
TOTAL Earmarked Reserves	£93,938	£93,938	£93,938

Option A:

- This is the cheapest option of the three.
- It raises the Band D household charge by £2.88/a, or an extra £0.06 per week.
- The Band D charge would be £33.41/a, £5.18/a less than Option C. The weekly charge to a household would be £0.64.
- This option does include an additional £30,000 for The Civic programme of works, £10,000 for Elections, and an extra £3,250 for insurance uplifts. An inflationary uplift for staffing costs and Service Provision day-to-day costs is included.
- But this budget would mean £15,000 less money available for Finance and Management grants at a time when there is a seemingly higher demand for grants.
- Two Members voted for this at the Finance and Management Committee budgets meeting.

Option B:

- This was the middle option, and the starting point for the other two.
- This was essentially the RFO's attempt to have a budget which managed the most obvious risks to the Parish Council as they arose in the current year, - that is, the increased costs of insurance and elections, - whilst maintaining other budgets.
- It includes the additional £30,000 for The Civic programme of works, £10,000 for Elections, and £3,250 for insurance uplifts, as well as the inflationary uplift for staffing costs and Service Provision costs.
- It raises the Band D household charge by £4.69/a, or an extra £0.09 per week.
- The Band D charge would be £35.22/a, £3.37/a less than Option C. The weekly charge to a household would be £0.68.
- This budget would increase money available for grants by £2,000, with £50,000 available for Community Assets (a reduction of £3,000) and £25,000 for Projects and Events (up £5,000).
- No Members voted for this at the Finance and Management Committee budgets meeting.

Option C:

- This is the budget option recommended to Council by the Finance and Management Committee.
- This is the most expensive option of the three.
- As with the other options, it includes the additional £30,000 for The Civic programme of works, £10,000 for Elections, and £3,250 for insurance uplifts, as well as the inflationary uplift for staffing costs and Service Provision costs.
- It raises the Band D household charge by £8.06/a, or an extra £0.16 per week.
- The Band D charge would be £38.59/a, £5.18/a more than Option A and £3.37 more than Option B. The weekly charge to a household would be £0.74.
- As with Option B, this budget would increase money available for grants, with £50,000 available for Community Assets (a reduction of £3,000) and £25,000 for Projects and Events (up £5,000).

- This budget would also significantly increase the budget provision for The Civic with an additional £20,000 for the delivery of a visioning report on the future potential of the hall. This was a key part of why the Finance Committee voted to recommend this option.
- This budget would also increase the budget provision for Planning with an additional £1,000 for the pending Local Plan consultation.
- This option would also significantly increase the general reserves held by the Parish Council. It would hold £9,576 more than would be needed to fulfil the recommendation to hold 25% of net revenue expenditure in general reserve. This would represent 27% of net revenue expenditure. The Finance Committee considered that this would safeguard the Parish Council from unanticipated additional expenditure which seems to have been a feature of recent years. The extra £9,576 would, for example, pay for by-election costs if a second by-election needed to be called in 2025/26. (The costs of a single by-election are already covered in the budget.)
- Eight Members voted for this option at the Finance and Management Committee budgets meeting.

The Finance and Management Standing Committee voted to recommend to Council Option C, but also wanted Council to have oversight of the three options. Council can vote to approve any of the three options or could approve a mix or amendment of any of them.

Remember, at this stage, the Parish Council is only finalising the approval of the Budget 2025/26.

TO CONSIDER, approving the budget of Holme Valley Parish Council for 2025/26.

Richard McGill
Responsible Finance Officer to Holme Valley Parish Council

Holme Valley Parish Council



Budget Setting 2025-26 - Version A

Lower Outlay Budget Example

Last Year:

Opening Cash Book Balance 01 April 2024 (Box 7 AGAR -carry forward 31.03.23)	£221,342
Made up of	
General Reserves	£152,512 (A)
Earmarked Reserves	
EMR CCTV	£320
EMR Comm Assets - others	£2,017
EMR Election Fund	£0
EMR Defibrillator	£1,796
EMR Holmfirth Civic Capital	£0
EMR Gartside Building	£5,000
EMR Honley Library	£15,000
EMR Royal Events	£0
EMR COVID Memorial	£6,000
EMR Children's Playgrounds	£15,000
EMR If It's Not Far Leave The Car	£0
EMR Climate Emergency Projects	£13,697
EMR Road Safety	£10,000
Total Earmarked Reserves	£68,830
	£68,830 (B)
Total General + Earmarked	£221,342 (A) + (B)

Next Year:

Precept 2024/25 + projected Opening Balances 01/04/2024	
Projected Opening Balance 01/04/2025	£175,263
Less earmarked reserves 01/04/2025	£93,938
Total General Funds Available	£81,325
Less contribution to budget 2025/26	£0
General Reserves Balance (A)	£81,325
Projected Income (excluding precept)	£22,451
Plus contribution from General Reserves 2023/24	£0
Less Budget expenditure	£369,298
Deficit	£346,847
Plus contribution to reserves 2024/25 (B)	£12,000
Deficit - to be raised via precept	£358,847
General Reserves Summary	
Projected General Reserves Balance 2024/25 (A)+(B)	£93,325
General Reserves as a Percentage of NRE	25%
General Reserves if at 25% of NRE	£92,324
General Reserves +/- 25% NRE	£1,001

This Year Projected:

Projected Balances 31 March 2025	
Opening Cash Book balance	£221,342
Plus precept received	£327,934
Projected income not including precept	£22,085
	£571,361
Projected Expenditure	£396,098
Projected General Fund and Earmarked Reserves	£175,263
Represented by:	
EMR CCTV	£0
EMR Comm Assets - others	£2,017
EMR Election Fund	£14,000
EMR Defibrillator	£1,739
EMR Holmfirth Civic Capital	£0
EMR Gartside Building	£10,000
EMR Honley Library	£15,000
EMR Royal Events	£2,000
EMR COVID Memorial	£6,000
EMR Children's Playgrounds	£0
EMR Gartside Climate Emergency Projects	£18,005
EMR Road Safety	£0
EMR Staff Pay	£0
EMR Rolling Grants	£7,768
EMR Public Transport	£2,500
EMR Tourism	£5,000
EMR Dog Waste and Litter	£3,800
EMR Community Engagement - comms board	£3,610
EMR The Civic Roof	£0
EMR Holmfirth Toilets Refurb	£0
EMR War Memorial NEW	£2,500
Total Earmarked Reserves	£93,938
Total General Reserves	£81,325
	£175,263
Less contribution to 2024/25 budget	£0
General Reserves Projected Balance	£81,325
General Reserves as % of expenditure	21%

Year-on-year comparisons	2023/24	2024/25	2024/25	2025/26
	ACTUAL	BUDGET	PROJECTED	LOW BUDGET
Balances brought forward	£253,277	£221,342	£221,342	£175,263
Precept	£284,924	£327,934	£327,934	£358,847
Total other receipts	£19,861	£20,861	£22,085	£22,451
Expenditure - staff	£85,328	£87,700	£90,251	£96,108
Expenditure - all other	£251,392	£244,960	£305,847	£273,190
Cash Book balance - carry forward	£221,342	£237,477	£175,263	£187,263
Of which - earmarked reserves	£68,830	£148,834	£93,938	£93,938
Of which - general reserves	£152,512	£88,643	£81,325	£93,325
General reserves as a % of NRE	45%	27%	21%	25%
Contribution to budget from general reserves	£31,935			
Contribution to general reserves from precept		£16,453	£16,453	£12,000

Precept/Tax Base Calculator	2021/22	2022/23	2023/24	2024/25	2025/26	Increase in charge
Financial Year	10092.94	10400.79	10482.86	10741.38	10741.38	
Council Tax Band A	£18.12	£18.12	£18.12	£20.35	£22.27	£1.92
Council Tax Band B	£21.14	£21.14	£21.14	£23.75	£25.98	£2.24
Council Tax Band C	£24.16	£24.16	£24.16	£27.14	£29.70	£2.56
Council Tax Band D	£27.18	£27.18	£27.18	£30.53	£33.41	£2.88
Council Tax Band E	£33.22	£33.22	£33.22	£37.31	£40.83	£3.52
Council Tax Band F	£39.26	£39.26	£39.26	£44.10	£48.26	£4.16
Council Tax Band G	£45.30	£45.30	£45.30	£50.88	£55.68	£4.80
Council Tax Band H	£54.36	£54.36	£54.36	£61.06	£66.82	£5.76
	£274,326	£282,693	£284,924	£327,934	£358,847	

Holme Valley Parish Council



Budget Setting 2025-26 - Version B

Medium Outlay Budget Example

Last Year:

Opening Cash Book Balance 01 April 2024 (Box 7 AGAR -carry forward 31.03.23)		£221,342
Made up of		
General Reserves	£152,512	(A)
Earmarked Reserves		
EMR CCTV	£320	
EMR Comm Assets - others	£2,017	
EMR Election Fund	£0	
EMR Defibrillator	£1,796	
EMR Holmfirth Civic Capital	£0	
EMR Gartside Building	£5,000	
EMR Honley Library	£15,000	
EMR Royal Events	£0	
EMR COVID Memorial	£6,000	
EMR Children's Playgrounds	£15,000	
EMR If it's Not Far Leave The Car	£0	
EMR Climate Emergency Projects	£13,697	
EMR Road Safety	£10,000	
Total Earmarked Reserves	£68,830	
	£68,830	(B)
Total General + Earmarked	£221,342	(A) + (B)

This Year Projected:

Projected Balances 31 March 2025	
Opening Cash Book balance	£221,342
Plus precept received	£327,934
Projected income not including precept	£22,085
	£571,361
Projected Expenditure	£396,098
Projected General Fund and Earmarked Reserves	£175,263
Represented by:	
EMR CCTV	£0
EMR Comm Assets - others	£2,017
EMR Election Fund	£14,000
EMR Defibrillator	£1,739
EMR Holmfirth Civic Capital	£0
EMR Gartside Building	£10,000
EMR Honley Library	£15,000
EMR Royal Events	£2,000
EMR COVID Memorial	£6,000
EMR Children's Playgrounds	£0
EMR Gartside Climate Emergency Projects	£18,005
EMR Road Safety	£0
EMR Staff Pay	£0
EMR Rolling Grants	£7,768
EMR Public Transport	£2,500
EMR Tourism	£5,000
EMR Dog Waste and Litter	£3,800
EMR Community Engagement - comms board	£3,610
EMR The Civic Roof	£0
EMR Holmfirth Toilets Refurb	£0
EMR War Memorial NEW	£2,500
Total Earmarked Reserves	£93,938
Total General Reserves	£81,325
	£175,263
Less contribution to 2024/25 budget	£0
General Reserves Projected Balance	£81,325
General Reserves as % of expenditure	21%

Next Year:

Precept 2024/25 + projected Opening Balances	
Projected Opening Balance 01/04/2025	£175,263
Less earmarked reserves 01/04/2025	£93,938
Total General Funds Available	£81,325
Less contribution to budget 2025/26	£0
General Reserves Balance (A)	£81,325
Projected Income (excluding precept)	
Projected Income (excluding precept)	£22,451
Plus contribution from General Reserves 2023/24	£0
Less Budget expenditure	£385,748
Deficit	£363,297
Plus contribution to reserves 2024/25 (B)	£15,000
Deficit - to be raised via precept	£378,297
General Reserves Summary	
Projected General Reserves Balance 2024/25 (A)+(B)	£96,325
General Reserves as a Percentage of NRE	25%
General Reserves if at 25% of NRE	£96,437
General Reserves +/- 25% NRE	-£112

Year-on-year comparisons	2023/24	2024/25	2024/25	2025/26
	ACTUAL	BUDGET	PROJECTED	MID BUDGET
Balances brought forward	£253,277	£221,342	£221,342	£175,263
Precept	£284,924	£327,934	£327,934	£378,297
Total other receipts	£19,861	£20,861	£22,085	£22,451
Expenditure - staff	£85,328	£87,700	£90,251	£96,108
Expenditure - all other	£251,392	£244,960	£305,847	£289,640
Cash Book balance - carry	£221,342	£237,477	£175,263	£190,263
Of which - earmarked	£68,830	£148,834	£93,938	£93,938
Of which - general reserves	£152,512	£88,643	£81,325	£96,325
General reserves as a % of	45%	27%	21%	25%
Contribution to budget	£31,935			
Contribution to general		£16,453	£16,453	£15,000

Precept/Tax Base Calculator	2021/22	2022/23	2023/24	2024/25	2025/26	Increase in charge
Financial Year	10092.94	10400.79	10482.86	10741.38	10741.38	
Council Tax Band A	£18.12	£18.12	£18.12	£20.35	£23.48	£3.13
Council Tax Band B	£21.14	£21.14	£21.14	£23.75	£27.39	£3.65
Council Tax Band C	£24.16	£24.16	£24.16	£27.14	£31.31	£4.17
Council Tax Band D	£27.18	£27.18	£27.18	£30.53	£35.22	£4.69
Council Tax Band E	£33.22	£33.22	£33.22	£37.31	£43.05	£5.73
Council Tax Band F	£39.26	£39.26	£39.26	£44.10	£50.87	£6.77
Council Tax Band G	£45.30	£45.30	£45.30	£50.88	£58.70	£7.81
Council Tax Band H	£54.36	£54.36	£54.36	£61.06	£70.44	£9.38
	£274,326	£282,693	£284,924	£327,934	£378,297	

Holme Valley Parish Council



Budget Setting 2025-26 - Version C

Higher Outlay Budget Example

Last Year:

Opening Cash Book Balance 01 April 2024 (Box 7 AGAR -carry forward 31.03.23)		£221,342
Made up of		
General Reserves	£152,512	(A)
Earmarked Reserves		
EMR CCTV	£320	
EMR Comm Assets - others	£2,017	
EMR Election Fund	£0	
EMR Defibrillator	£1,796	
EMR Holmfirth Civic Capital	£0	
EMR Gartside Building	£5,000	
EMR Honley Library	£15,000	
EMR Royal Events	£0	
EMR COVID Memorial	£6,000	
EMR Children's Playgrounds	£15,000	
EMR If it's Not Far Leave The Car	£0	
EMR Climate Emergency Projects	£13,697	
EMR Road Safety	£10,000	
Total Earmarked Reserves	£68,830	
	£68,830	(B)
Total General + Earmarked	£221,342	(A) + (B)

This Year Projected:

Projected Balances 31 March 2025	
Opening Cash Book balance	£221,342
Plus precept received	£327,934
Projected income not including precept	£22,085
	£571,361
Projected Expenditure	£396,098
Projected General Fund and Earmarked Reserves	£175,263
Represented by:	
EMR CCTV	£0
EMR Comm Assets - others	£2,017
EMR Election Fund	£14,000
EMR Defibrillator	£1,739
EMR Holmfirth Civic Capital	£0
EMR Gartside Building	£10,000
EMR Honley Library	£15,000
EMR Royal Events	£2,000
EMR COVID Memorial	£6,000
EMR Children's Playgrounds	£0
EMR Gartside Climate Emergency Projects	£18,005
EMR Road Safety	£0
EMR Staff Pay	£0
EMR Rolling Grants	£7,768
EMR Public Transport	£2,500
EMR Tourism	£5,000
EMR Dog Waste and Litter	£3,800
EMR Community Engagement - comms board	£3,610
EMR The Civic Roof	£0
EMR Holmfirth Toilets Refurb	£0
EMR War Memorial NEW	£2,500
Total Earmarked Reserves	£93,938
Total General Reserves	£81,325
	£175,263
Less contribution to 2024/25 budget	£0
General Reserves Projected Balance	£81,325
General Reserves as % of expenditure	21%

Next Year:

Precept 2024/25 + projected Opening Balances	
Projected Opening Balance 01/04/2025	£175,263
Less earmarked reserves 01/04/2025	£93,938
Total General Funds Available	£81,325
Less contribution to budget 2025/26	£0
General Reserves Balance (A)	£81,325
Projected Income (excluding precept)	
	£22,451
Plus contribution from General Reserves 2023/24	£0
Less Budget expenditure	£406,998
Deficit	£384,547
Plus contribution to reserves 2024/25 (B)	£30,000
Deficit - to be raised via precept	£414,547
General Reserves Summary	
Projected General Reserves Balance 2024/25 (A)+(B)	£111,325
General Reserves as a Percentage of NRE	27%
General Reserves if at 25% of NRE	£101,749
General Reserves +/- 25% NRE	£9,576

Year-on-year comparisons	2023/24	2024/25	2024/25	2025/26
	ACTUAL	BUDGET	PROJECTED	HIGH BUDGET
Balances brought forward	£253,277	£221,342	£221,342	£175,263
Precept	£284,924	£327,934	£327,934	£414,547
Total other receipts	£19,861	£20,861	£22,085	£22,451
Expenditure - staff	£85,328	£87,700	£90,251	£96,108
Expenditure - all other	£251,392	£244,960	£305,847	£310,890
Cash Book balance - carry forward	£221,342	£237,477	£175,263	£205,263
Of which - earmarked reserves	£68,830	£148,834	£93,938	£93,938
Of which - general reserves	£152,512	£88,643	£81,325	£111,325
General reserves as a % of NRE	45%	27%	21%	27%
Contribution to budget from general reserves	£31,935			
Contribution to general reserves from precept		£16,453	£16,453	£30,000

Precept/Tax Base Calculator	2021/22	2022/23	2023/24	2024/25	2025/26	Increase in charge
Financial Year	10092.94	10400.79	10482.86	10741.38	10741.38	
Council Tax Band A	£18.12	£18.12	£18.12	£20.35	£25.73	£5.38
Council Tax Band B	£21.14	£21.14	£21.14	£23.75	£30.02	£6.27
Council Tax Band C	£24.16	£24.16	£24.16	£27.14	£34.31	£7.17
Council Tax Band D	£27.18	£27.18	£27.18	£30.53	£38.59	£8.06
Council Tax Band E	£33.22	£33.22	£33.22	£37.31	£47.17	£9.86
Council Tax Band F	£39.26	£39.26	£39.26	£44.10	£55.75	£11.65
Council Tax Band G	£45.30	£45.30	£45.30	£50.88	£64.32	£13.44
Council Tax Band H	£54.36	£54.36	£54.36	£61.06	£77.19	£16.13
	£274,326	£282,693	£284,924	£327,934	£414,547	

Expenditure - actual and potential - by the Parish Council on works to The Civic YTD 2024/25

- At full Council 9th October 2023, the Parish Council approved expenditure of £26,998 from general reserves on repairs to the roof at The Civic, - £22,490 + £4,508 VAT.
- Subsequently, the Finance and Management Committee voted to recommend to vire £22,490 from its grants budget lines to cover the non-VAT element of the roof repairs and this was approved by Council.
- As it seemed unlikely that HCHCT would call on this money in 2023/24, Council 18th March 2024 approved the creation of an earmarked reserve to hold £22,490. This amount was an error. The amount moved to the earmarked reserve should have been £26,998, - that is, including the VAT element.
- The Net £22,490 was paid to HCHCT in two parts, - £4,924.80 on 20th August 2024, and £17,565.20 on 15th October 2024.
- But the VAT element of £4,508 has still not be paid over to HCHCT. **To consider**, payment of £4,508 from general reserves to fulfil the recommendation from Service Provision to Council for repairs to The Civic roof.
- On 24th June, Council approved a payment of £40,000 towards a programme of remedial works to The Civic. This was paid to HCHCT 1st August 2024.
- 14th October 2024, Council approved expenditure of up to £22,000 to HCHCT for additional costs for the roof repairs. There has been no expenditure from this fund to this time.

Rich McGill - Responsible Finance Officer to Holme Valley Parish Council

No	OBJECTIVE	LINK TO STRATEGIC PRIORITIES ⁱⁱ <i>We will make this a Council the Valley is proud of</i>	ACTIONS ⁱⁱⁱ	COSTS/ RESOURCES/ LINK TO BUDGET ^{iv}	LEAD PERSON/ BODY ^v	NEXT REVIEW DATE ^{vi}	EXPECTED FINISH DATE ^{vii}
1	<p><u>Committee and Meetings Review</u>^{viii} Review committee structure and meetings schedule for council year 2025-6</p>	<p>1. <u>Be ambitious to improve the lives of residents.</u> • Be rigorous- make the most of assets including officer/councillor time.</p>	<ol style="list-style-type: none"> Working Group to use committee feedback to finalise recommendations via report to Full Council on 16-12-2024. Full Council considers proposals. Clerk to adapt committee terms of reference and council year calendar for 2025-6 Full Council to consider terms of reference etc 3-2-2025. 	<p>Major input of Working Group and officer (Clerk) time to review Scheme of Delegation/terms of reference for Committees</p>	<p>Cllr Chris Green/ Working Group <i>Reporting to Full Council</i></p>	<p>16-12-24 Full Council meeting</p>	<p>3-2-25 (Full Council meeting)</p>
2	<p><u>Big Community Event Project</u>^{ix} Further establish Big Community Event first run 9-12-2024</p>	<p>2. <u>Celebrate community life</u> • Support community-owned assets and community groups. 5. <u>Promote prosperity by supporting local tourism and festivals</u> • Make the Holme Valley a welcoming place to visit/spend time. • Offer financial support to festivals.</p>	<ol style="list-style-type: none"> Working Group to carry out review of event 5-12-2024. Review presented to Full Council 16-12-2024. Working Group to develop plans for 2025/future event, updating Full Council on 16-12-24 and 3-2-25. Provisional date for 2025 event agreed 3-2-25 at Full Council. Plans presented to Annual Parish Meeting /Full Council 24-3-25. Working Group/ Assistant Clerk meet periodically to facilitate delivery. Assistant Clerk provides clerical support ie publicity, printing, sending out invitations, booking Civic etc etc. Event takes place on scheduled date. 	<p>Major input of Working Group and officer (Assistant Clerk) time. Some input of Clerk and Deputy Clerk/RFO time. Civic room rental/ Publicity costs 2024-25 budget line 4805 Community Mobilisation - £4,131 (£5,000) as of 4-12-24 2025-26 proposed budget 4805 Community Mobilisation - £5,000 as of 4-12-24</p>	<p>Cllr Sarah Whitelaw/ Working Group <i>Reporting to Full Council</i></p>	<p>5-12-24 Working Group</p>	<p>30-11-25</p>

No	OBJECTIVE	LINK TO STRATEGIC PRIORITIES ⁱⁱ <i>We will make this a Council the Valley is proud of</i>	ACTIONS ⁱⁱⁱ	COSTS/ RESOURCES/ LINK TO BUDGET ^{iv}	LEAD PERSON/ BODY ^v	NEXT REVIEW DATE ^{vi}	EXPECTED FINISH DATE ^{vii}
3	<p><u>New Website Project</u> Further develop and utilise recently established new website</p>	<p>1. <u>Be ambitious to improve the lives of residents.</u> • Be rigorous - make the most of assets including officer/councillor time.</p>	<ol style="list-style-type: none"> Review introduction of new website launched 11-10-24. Seek feedback on website from councillors and members of the public. Identify aspects of website to develop further, schedule in time for implementation and complete. Liaise as necessary with website providers regarding any changes required as a result of review. Identify, schedule and implement further training required for clerk team to make optimal use of website. Review website after election of new Parish Council Summer/Autumn 2027. 	<p>Major input of Assistant Clerk time. Some input of Clerk/Deputy Clerk/RFO time.</p> <p>2024-25 budget line 4650 Communications and Engagement - £2,135.97 (£15,000) as of 4-12-24</p> <p>2025-26 proposed budget 4650 Communications and Engagement - £15,000 as of 4-12-24</p>	<p>Assistant Clerk/Clerk Team</p> <p><i>Reporting to Climate Action Communications and Engagement Committee (CACE)</i></p>	<p>27-1-25</p>	<p>Jul 2025</p>
4	<p><u>Rebranding Project</u> Successfully carry out Parish Council rebranding</p>	<p>1. <u>Be ambitious to improve the lives of residents.</u> • Be rigorous- make the most of assets including officer/councillor time.</p>	<ol style="list-style-type: none"> Branding selected by W/Group to be considered at Full Council on 16-12-2024. Schedule implementation of new branding across: website, signage, stationery, publications such as newsletters etc, social media channels. Working Group to hold quarterly meetings to review implementation. Provisional review to be carried out by newly elected council 2027-31. 	<p>Significant W/Group time. Major input of Assistant Clerk time.</p> <p>2024-25 budget line 4650 Communications and Engagement - £2,135.97 (£15,000) as of 4-12-24</p> <p><u>2025-26 proposed budget</u> 4650 Communications and Engagement - £15,000 as of 4-12-24</p>	<p>Assistant Clerk/Clerk Team</p> <p><i>Reporting to CACE Committee</i></p>	<p>16-12-24</p>	<p>31-12-25</p>

No	OBJECTIVE	LINK TO STRATEGIC PRIORITIES ⁱⁱ <i>We will make this a Council the Valley is proud of</i>	ACTIONS ⁱⁱⁱ	COSTS/ RESOURCES/ LINK TO BUDGET ^{iv}	LEAD PERSON/ BODY ^v	NEXT REVIEW DATE ^{vi}	EXPECTED FINISH DATE ^{vii}
5	<p><u>Tendering Project</u> Put in place fresh maintenance contracts for Holmfirth Public Toilets and Small Assets following a tendering process</p>	<p>3. <u>Look after local people and the services that support them.</u></p> <ul style="list-style-type: none"> • Target our resources at those in greatest need. • Protect/enhance services. 	<ol style="list-style-type: none"> 1. Clerk to edit tendering docs reflecting legal changes. 2. Clerk to convene 1st meeting of Steering Group. 3. Clerk to arrange meeting with church to review works schedule for closed cemetery prior to tendering – incorporate revisions. 4. Report to be made to Service Provision Committee (SPC) meeting 24 Feb 2025. 5. Tendering process activated Feb/Mar 2025 with three year contracts starting 1 April 2025. 6. Annual Council 19 May 2025 considers Working Group becoming a Sub-Committee with continuing oversight of the contracts. 7. Working Group/Sub-committee meets with new contractors to review 1st quarter of contract Jul 2025 and agree adjustments. 	<p>Significant Steering Group time. Major input of officer (Clerk) time. <u>2024-25 budget lines:</u> 4320 Public Toilet Day-to-Day - £11,494 (£22,000) 4710 New Mill - Churchyard - £511 (£750) 4735 Phone Boxes - £400 (£400) 4740 Seats and Shelters Maintenance - £6,795 (£13,000) 4750 War Memorials - £300 (£500) as of 4-12-24 <u>2025-26 proposed budget</u> 4320 Public Toilet Day-to-Day - £22,000 4710 New Mill - Cem- £787.50 4735 Phone Boxes - £400 4740 Seats and Shelters Maintenance - £13,650 4750 War Memorials - £500 as of 4-12-24</p>	<p>Cllr Lawrence Baylin/ Steering Group</p> <p><i>Reporting to Service Provision Committee</i></p>	<p>Wb 20-1-2025 TBC</p>	<p><u>31-3-28</u></p>
6	<p><u>Toilets/Gartside Unit Improvement Project</u> Improve and refurbish the Gartside Unit/Holmfirth Public Toilets</p>	<p>3. <u>Look after local people and services that support them</u></p> <ul style="list-style-type: none"> • Target our resources at those in greatest need. • Protect/enhance services. 	<ol style="list-style-type: none"> 1. Condition Survey to be carried out by target date of 31 Dec 2024. 2. Working Group to draw up recommendations on basis of condition Survey to present initially to SPC – target date 30 Jul 2025. 3. SPC to consider recommendations – target date 30 Jul 2024. 4. Approved recommendations implemented from Aug 2025 onwards – obtain quotations for works. 5. Schedule monthly meetings for W/Group. 	<p>Major input of Working Group time. Some to significant input of officer (Clerk) time. <u>2024-25 Earmarked Reserves</u> 331 Gartside Unit- £3,400 (£5,000) and 351 Holmfirth Toilets Refurb £4,104 (£4,104) as of 4-12-24 <u>2025-26 proposed budget</u> Earmarked Reserves 331 Gartside Unit- £10,000 and 351 Holmfirth Toilets Refurb £0 as of 4-12-24</p>	<p>Cllr Lawrence Baylin/ Working Group</p> <p><i>Reporting to Service Provision Committee</i></p>	<p>24-2-25</p>	<p><u>31-3-26</u></p>

No	OBJECTIVE	LINK TO STRATEGIC PRIORITIES ⁱⁱ <i>We will make this a Council the Valley is proud of</i>	ACTIONS ⁱⁱⁱ	COSTS/ RESOURCES/ LINK TO BUDGET ^{iv}	LEAD PERSON/ BODY ^v	NEXT REVIEW DATE ^{vi}	EXPECTED FINISH DATE ^{vii}
7	<p><u>Improving the Civic Project</u> Work with Holmfirth Civic Hall Community Trust to implement repairs programme at pace and develop a fresh vision for the Civic</p>	<p>1. <u>Be ambitious, working in partnership to improve the lives of residents.</u> • Be rigorous and make the most of our assets - the buildings we own. 2. <u>Celebrate community life</u> • Protect/enhance local heritage and social/physical environment.</p>	<p>1. To consider at Full Council 16-12-24 financial support to be incorporated into the budget for 2025-6 for a Vision Statement exercise for the Civic. 2. Remit for the visioning exercise to be agreed. To include public consultation. 3. Visioning exercise and repairs to be carried out concurrently. 4. Civic staff to brief SPC regarding visioning exercise and repairs on 24-2-25 and report quarterly thereafter, including updates on progress of each category of works, namely: – A (Urgent-to remove safety, fire/ structural hazard, stem water ingress); – B (2-5 years) and – C (5-10 years) and adjusting of plans. 5. Clerk to revise Terms of Ref for Annual Council meeting 19 May 2025 with oversight of the Civic including lease with Holmfirth Civic Hall Community Trust to be transferred to F&M.</p>	<p>Significant HVPC Trustee time. Significant input of officer (Clerk/Deputy Clerk/RFO) time. 2024-25 budget line 4310 Holmfirth Civic Hall - £66,998 (£10,000) as of 4-12-24 2025-26 proposed budget line 4310 Holmfirth Civic Hall - £60,000 as of 4-12-24</p>	<p>Cllr Andy Wilson/ Cllr Steve Ransby <i>Reporting to Finance and Management Committee</i></p>	<p>16-12-24</p>	<p><u>May 2027</u> Nb works are expected to take place over a ten-year period beginning December 2024 ie be completed by Dec 2034.</p>
8	<p><u>Solar Panels Project</u> To install solar panels on Holmfirth Public Toilets</p>	<p>4. <u>Address the Climate Emergency</u> • Every action to address the climate emergency, declared in 2019. • Apply this to the PC’s own actions. • Measure proposed actions against impact on natural environment/climate change</p>	<p>1. To consider next steps once outcome of Planning Application to Kirklees Council is known. 2. Working Group to report on progress to CACE Committee on 27-1-25. 3. If application is passed implement installation of solar panels. If application is rejected consider appealing/amending the application. 4. Arrange for installation of solar panels. 5. Publicise Parish Council’s use of solar panels on Holmfirth Public Toilets.</p>	<p>Some Working Group time. Major input of officer (Assistant Clerk) time. <u>2024-25 Earmarked Reserves 341 Climate Action Projects</u> £13,526 (£13,697) as of 4-12-24 <u>2025-26 proposed budget Earmarked Reserves 341 Gartside Building Climate Action Projects</u> £18,005 as of 4-12-24</p>	<p>Cllr Chris Green/ Working Group <i>Reporting to CACE Committee</i></p>	<p>27-1-25</p>	<p><u>31-8-25</u></p>

No	OBJECTIVE	LINK TO STRATEGIC PRIORITIES ⁱⁱ <i>We will make this a Council the Valley is proud of</i>	ACTIONS ⁱⁱⁱ	COSTS/ RESOURCES/ LINK TO BUDGET ^{iv}	LEAD PERSON/ BODY ^v	NEXT REVIEW DATE ^{vi}	EXPECTED FINISH DATE ^{vii}
9	<u>External review of staff roles and responsibilities^x</u>	1. <u>Be ambitious, working in partnership to improve the lives of residents.</u> • Be rigorous and make the most of assets – including officer time.	1. Establish parameters of external staff review June/July 2025 with Staffing Committee. 2. Engage YLCA to carry out the review Aug 2025. 3. Staff review takes place Aug/ Sept 2025. 4. Outcome of Staff Review shared with Staffing Committee Oct/ Nov 2025 with recommendations for changes to roles/ job descriptions etc. 5. Staffing Committee decisions/recommendations based on outcome of Staff Review noted/approved at Full Council Dec 2025 and implemented from Jan 2026 onwards.	Major input of officer (Clerk) time. Some input of officer (Deputy Clerk/Assistant Clerk) time. 2024-25 budget – est £420 from General Reserves 2025-26 proposed budget est £400 from General Reserves as of 4-12-24	Clerk <i>Reporting to Staffing Committee</i>	20-1-25	31-1-26
10	<u>Covid Memorial Project</u> To establish a community garden area in the grounds of Honley Library and a community orchard at Sands to commemorate community efforts during the COVID pandemic.	2. <u>Celebrate community life</u> • Support community-owned assets and community groups. • Protect/enhance local heritage and social/physical environment. 5. <u>Promote prosperity -support local tourism and festivals</u> • Make the Holme Valley an attractive and welcoming place to visit/spend time. • Financially support festivals.	1. Work with Friends of Honley Library to amend planning application for extension addressing changes required for planting of memorial trees and establishment of bench and plaque. 2. Agree date for plaque unveiling etc at Honley; send out invitations; make arrangements for the event. 3. Make arrangements for installation of trees/ plaque for the community orchard at Sands Rec, including agreeing event date, sending out invitations etc. 4. Arrange publicity for both installation/opening events.	Major input Working Group time. Minimal input of officer (Clerk) time. 2024-25 Earmarked Reserves 337 COVID Memorial £6,000 (£6,000) as of 4-12-24 2025-26 proposed budget Earmarked Reserves 341 Gartside Building Climate Action Projects £6,000 as of 4-12-24	Cllr Mary Blacka/ Working Group <i>Reporting to Full Council</i>	16-12-24	19 May 2025

See over for Endnotes.

i Action Plan December 2024-May 2027

This Action Plan December 2024-May 2027 has been created by myself as Clerk and I have drafted up the Actions, Costs, Lead, Review Date and Finish Date column contents.

The objectives reflect the most important new or ongoing projects that the Parish Council has committed to. It is not a maintenance plan - there is no attempt to reflect those tasks which the Parish Council routinely does. The objectives included exemplify how this Parish Council is aiming to meet its Strategic Priorities – these are its aims (see Endnote ii below).

Following the election of this Parish Council in May 2023 each Committee was asked to draw up priorities and plan key actions for 2023-24 – the first year of its term of office - and more generally to implement across 2024-27. These plans were reported back to Full Council in October 2023 and a working group appointed to revise the Parish Council's existing priorities in the light of committee plans. This led to the creation of the Strategic Priorities (aims) – see Endnote ii below.

The Parish Council resolved that each committee would continue to monitor and review its own Committee Priorities Plan which would sit 'under' and be working to meet the Parish Council's Strategic Priorities. Each Committee Priorities Plan is, in effect, an action plan directing the work of the committee in yearly blocks for the lifetime of this Parish Council.

The committee plans for 2023-24 have completed and the 2024-25 committee plans are about to enter the final quarter.

This Action Plan December 2024-May 2027 draws together from all the committees into one document the most critical projects/work being undertaken 2024-2027 in relation to meeting the Strategic Priorities. It represents the next step in assisting the Parish Council to measure its progress in fulfilling the priorities it has set itself.

The Action Plan December 2024-May 2027 is to be considered at Full Council on 16-12-2024 as presented here. Its function is to keep the Parish Council focused on meeting the Strategic Priorities and also make clear links to how it targets and utilises its resources, including budget lines and earmarked reserves.

ii Holme Valley Parish Council Strategic Priorities

The Strategic Priorities for the Parish Council elected May 2023 were approved at a Full Council meeting December 2023.

They are:

WE WILL MAKE THIS A COUNCIL THE VALLEY IS PROUD OF

We will:

1. Be ambitious, working in partnership to improve the lives of residents.

- Be rigorous and make the most of our assets – both the buildings and spaces we own, and the time of officers and councillors.
- Require best value from the groups to which we give grants.

2. Celebrate community life in the Holme Valley

- Protect and enhance local heritage and the social and physical environment.
- Support community-owned assets, eg village halls and the Holme Valley's rich tapestry of community groups.

3. Look after local people and the services that support them

- Target our resources, including grant funding, at those in greatest need.
- Protect and enhance the provision of those services, activities and events, organised by local community groups, to benefit those who need them most

4. Address the Climate Emergency

- Every action will be underpinned by the desire to address the climate emergency, which HVPC declared in 2019.

- This will apply to the PCs own actions and to the projects of grant recipients.
 - Proposed actions will be measured against their impact on the natural environment and climate change.
5. Promote prosperity by supporting local tourism and festivals
- The Holme Valley is a successful tourist destination. We will work to enhance this and make the Holme Valley an attractive and welcoming place to visit or in which to spend time. • We will also offer financial support to festivals, which bring visitors and income into the area.

The format of the Action Plan December 2024-May 2027 links each objective to the Parish Council's Strategic Priorities. It is worth remarking that *Strategic Priority 5 Promote prosperity by supporting local tourism and festivals* is the least well-represented in the Plan. Full Council on 16 December 2024 will consider why this is. As Clerk I observe that grant-giving is very well-established as part of the Parish Council's work, including rolling grants for all of the Holme Valley's major festivals. This is a strength of the Parish Council and may be the reason why relatively less resource needs to be targeted at developing Priority 5 further.

iii Actions column

This column represents the key actions that need to take place to fulfil each project. It should operate to provide a blueprint and useful progress check but it is not intended as a detailed plan for what needs to be done through to completion. The Clerk will request feedback regarding the actions via the Full Council meeting on 16-12-2024 and the actions are likely to be subsequently amended.

iv Costs/Resources/Link To Budget column

To succeed, the resources required by a project need to be identified, secured and monitored. Resources can be financial but also include councillor and officer time needed to achieve each objective. These can be harder to quantify but are a crucial consideration. The Clerk will request feedback regarding this column's contents via the Full Council meeting on 16-12-2024 and it is likely to be subsequently amended.

v Lead Person/Body column

It is important to assign correctly which person or group is leading on each objective and also which committee etc is receiving progress reports. A further amendment to this column may be including the names of all working group members. Collating this information should also assist the Parish Council in keeping an oversight of councillor and officer participation. Ideally, the Parish Council would wish to see that the projects in hand are drawing upon a range of councillor/officer skills and capacity. The Clerk will request feedback regarding this column's contents via the Full Council meeting on 16-12-2024 and it is likely to be subsequently amended.

vi Next Review Date column

Identifying the next review date for each project assists in maintaining the momentum and focus on a project. The Clerk will request feedback regarding this column's contents via the Full Council meeting on 16-12-2024 and it is likely to be subsequently amended.

vii Expected Finish Date column

Identifying the expected finish date for each project assists in ensuring each project reaches conclusion. Collating the information here should also help the Parish Council plan out its work across the entire term through to May 2027. This should raise awareness of, and ability to respond to, 'pinch points' which can reduce capacity and the quality of outcome. The Clerk will request feedback regarding this column's contents via the Full Council meeting on 16-12-2024 and it is likely to be subsequently amended.

ENDNOTES CONTINUED OVERLEAF

viii Priority 1 Committee and Meetings Review

Reviewing the committee and meetings structure for 2025-6 onwards is a key objective for 2024-25. It reflects the desire of the Parish Council to meet its strategic priorities through aligning these to the work of its committees and through its meetings schedule, thereby making best use of its resources including officer time.

ix Priority 2 Big Community Event Project

On November 2024 the Parish Council held its first ever Big Community Event. This was a celebratory and networking event which saw a collection of over 40 community groups exhibit their offer in the Civic Hall building at the invitation of the Parish Council. The event was open to the public and a programme of musical interludes provided by local choirs and bands helped create a celebratory atmosphere. This event marked a more outward-looking approach by the current Parish Council to celebrate ‘community champions’. Previously, the Parish Council had made approximately 5 group and 5 individual ‘Community Champion’ awards each year, presenting trophies to awardees as part of the Annual Parish Meeting. Having run the event once, it is a priority to develop this into a regular event with plans to host the next Big Community Event in autumn 2025.

x Priority 9 External review of staff roles and responsibilities

Staff roles were last reviewed externally in 2019, following the appointment of a new clerk and deputy clerk/RFO. Since then, a further new Clerk has been appointed plus the role of Assistant Clerk created and a new Parish Council appointed with new priorities. The committee structure - and the officer personnel servicing of committees - has had several changes. An external review of roles is desired to evaluate the use made and remuneration of officers and has been planned since 2023. Logistically it has not been possible to carry out a review and this has been pushed back to 2025-26 so as to reflect any changes to the committee structure for that year and how that might impact officer roles.

ENDS.

HOLME VALLEY PARISH COUNCIL

Holmfirth Civic Hall
Huddersfield Road
Holmfirth HD9 3AS



FOR: FULL COUNCIL 16-12-2024

DATE: Tuesday 10 December 2024

FROM: Committee Structure and Meetings Schedule Working Group

Working Group update regarding proposed committee restructuring/change to meeting schedule

This report summarises discussions held by the Working Group to date and sets out formal proposals regarding committee restructuring and changes to the meetings schedule. The proposals take into account feedback from the clerks and the Staffing Committee.

The rationale for the review reflects in part the desire to free up officer time from meeting management to the implementation of proposals and to reduce the duplication of work across Committees.

Below is a summary of the areas considered by the Committee Structure Review Working Group.

1) Changes to the HVPC Scheme of Delegation for 2025-6 onwards to rationalise the work of the Council and its officers

In the Scheme of Delegation for 2025-6 onwards moving the responsibility for the management and funding of large HVPC 'assets' ie The Civic, and Honley Library from Service Provision Committee to Finance and Management.

2) Future of the CACE Committee

The CACE Committee to be disbanded from the Council Year 2025-6 onwards and for this to be reflected in Standing Orders and Scheme of Delegation for 2025-6 onwards.

The rationale for this is that Climate Action is now a key and required feature in all HVPC activity. Monies allocated to Climate Action could be dealt with through the normal grants process or transferred to a 'Grants' Committee if adopted (see below) and 'ring-fenced' to fund commissioned Climate Action projects using external expertise.

The management and oversight of commissioned projects would probably be undertaken by the Assistant Clerk, working alongside relevant councillors and external experts as necessary.

3) Possibility of establishing a new sub-committee of Full Council, 'Communications and Engagement'

This would meet as required and with input as necessary from external experts. No formal clerking of such meetings would be necessary, though the Assistant Clerk, along with external support/expertise where appropriate, would continue have a significant role in advising and implementation.

This sub-committee to continue to manage budget lines currently allocated to the Comms part of CACE.

4) Possibility of establishing an additional Full Council meeting for late August/early Sept

The rationale for this addition is two-fold:

- to provide a Full Council meeting which has a singular purpose - for example HVPC - Strategy Review.
- to spread the Full Council meetings more evenly throughout the year .

With the addition of a late August/early Sept meeting any absolutely urgent business could be addressed there.

5) Rationalise the management of grants

Two options have been considered:

- A) Finance and Management Committee to retain consideration of grants as part of its remit.
- B) Establish a new subcommittee of Full Council with the sole purpose of administering and managing the grants process. This would include climate action-focused grants alongside the existing community assets and community benefits grants, all rolling grants and any further grants commissioned to meet the Council's strategic priorities and objectives.

An exception might be the retention of grants to be made from the Christmas Provision budget which is currently under the remit of the Service Provision Committee.

6) The Planning Committee 6-month trial of new way of working

The Committee is trialling a new approach to considering planning applications whilst retaining monthly meetings. This will be reviewed in January and reported on to Full Council in February.

PROPOSALS FOR CONSIDERATION AT FULL COUNCIL

1. To consider moving responsibility for the management and funding of large HVPC 'assets' ie The Civic, and Honley Library from Service Provision to Finance and Management from May 2025.
2. To consider disbanding the CACE Committee from May 2025.
3. To consider establishing a Communications and Engagement sub-committee of Full Council from May 2025.
3. To consider scheduling an additional Full Council Meeting for August/September from May 2025.
4. To consider establishing a stand-alone Grants Committee meeting twice a year to manage the allocation of all Council Grants.
6. To note that a report will be made to Full Council on 3 February 2024 as to the outcome of a trialling of a new approach to considering planning applications by the Planning Committee.

ENDS.



HOLME VALLEY PARISH COUNCIL

Holmfirth Civic Hall
Huddersfield Road
Holmfirth HD9 3AS

M

FAO Full Council and Committee Chairs and Vice Chairs

Tuesday 3 December 2024

Dear Chairs and Vice Chairs

RE: adherence to Standing Order 3g in meetings

I write with reference to the application of Standing Order 3g in meetings. This Standing Order states that *“a member of the public shall not speak for more than 3 minutes.”*

Following recent meetings concerns were raised by a member of the public to the effect that they had been unfavourably treated in that they were only allowed to speak for up to 3 minutes in a meeting they attended whereas two other members of the public in a different meeting had each been allowed to speak for a much longer period of time.

Our Complaints Procedure states that wherever possible efforts will be made to resolve concerns informally. I have viewed the meeting recordings in light of the concern raised and can confirm that the 3-minute rule was upheld in one meeting for one member of the public speaking in public session but not in a different meeting for the complainant.

I have apologised on behalf of Holme Valley Parish Council for the different approaches taken to enforcing the 3-minute limit and for the sense of unfairness this has given rise to in this instance.

As part of the Parish Council's response to this anomaly I am now writing to all Chairs and Vice Chairs of Committees, copying in my fellow officers, to exhort anyone chairing a meeting to ensure that the 3-minute limit in public session is adhered to and that any divergence from this should only be considered and resolved upon during the meeting due to any exceptional circumstance.

I intend to share this letter at Full Council in open session to be noted and will also be suggesting that consideration is given to purchasing a to-the-purpose timer to be used by the officer clerking the meeting as a way of reinforcing the 3-minute limit.

Kind regards

Jen McIntosh

Jen McIntosh
Clerk

Clerk to the Council: Mrs Jen McIntosh clerk@holmevalleyparishcouncil.gov.uk
Deputy Clerk to the Council: Richard McGill deputyclerk@holmevalleyparishcouncil.gov.uk
Assistant Clerk to the Council: Mrs Gemma Sharp assistantclerk@holmevalleyparishcouncil.gov.uk
Phone No: 01484 687460

From: Steve Mawson <Steve.Mawson@kirklees.gov.uk>

Sent: 21 May 2024 13:07

To: clerk@holmevalleyparishcouncil.gov.uk; townclerk@melthamtowncouncil.gov.uk

Subject: Communication

Hello,

I'm writing to you both in response to your enquiries about communication between Kirklees Council and the district's parish and town councils and the status of the Parish & Town Councils Charter.

After discussing with a number of colleagues, I can confirm we are planning to start conversations with the parish and town councils this year on an agreement about how we work together, including in our communications. Of course, this might involve a refresh of the Parish & Town Councils Charter, if we all agree this is the right approach. As has been noted, the current charter is out of date.

I have asked that a team facilitate the necessary conversations with you and the other councils. They will be in touch in due course to arrange to meet and discuss further.

Thanks again for your queries and ongoing work with our teams. I'm happy to hear there have been some positive examples of partnership working that I'm sure we can build on in refreshed arrangements.

Regards Steve

Steve Mawson

Chief Executive

Kirklees Council | Office of the Chief Executive

From: clerk@holmevalleyparishcouncil.gov.uk <clerk@holmevalleyparishcouncil.gov.uk>

Sent: 21 October 2024 18:10

To: Steve Mawson <Steve.Mawson@kirklees.gov.uk>; townclerk@melthamtowncouncil.gov.uk **Cc:** Jen McIntosh <clerk@holmevalleyparishcouncil.gov.uk>; cllrpatcolling@holmevalleyparishcouncil.gov.uk

Subject: RE: Communication

Good afternoon, Steve.

Holme Valley Parish Council is interested in looking at how communications can be improved between Kirklees and local councils including Holme Valley Parish Council.

We've not heard anything since your email back in May. Can you let me know when work will be going on this and put me in touch with the Kirklees team/personnel who will be leading on this?

Kind regards

Jen McIntosh

Mrs Jen McIntosh Clerk
Holme Valley Parish Council

From: Steve Mawson <Steve.Mawson@kirklees.gov.uk>

Sent: 31 October 2024 08:26

To: clerk@holmevalleyparishcouncil.gov.uk

Subject: RE: Communication

Hello,

Thank you for your email. We are still planning to start a conversation with you soon on how we work together, including in our communications. There is a long history of formal and informal working between Kirklees Council and the five parished areas, and we are keen to ensure this continues moving forward.

There have been some delays in the Local Government Boundary Commission (LGBC) review of Kirklees boundaries, which has caused some delays with this work. The LGBC's review has implications for some parish wards, and the LGBC took the decision to extend the consultation period for their proposed changes. Full details are provided here: [Kirklees | LGBC](#). They will now publish their final findings on the 10th December.

In light of the implications for parish wards and taking account of the good practice of reviewing community governance every 10-15 years, we are minded to carry out a Community Governance Review (CGR) before the next all-out parish elections in May 2027 (the last review was in 2009). A CGR provides the opportunity to review and make changes to the governance arrangements of parishes to ensure they reflect the identity and interest of the local community. The CGR must involve consultation with local people and stakeholders and consider any representations received. It usually takes 12-18 months to complete.

To ensure any refresh of the Parish & Town Councils Charter reflects the outcomes of the CGR, we would now like to review the charter alongside this work.

The intention is to start informal conversations with all parishes in the new year about the CGR and updating the Parish & Town Councils Charter. Officers from the Policy & Partnership Team will be in touch in the new year to discuss further.

Thank you again for reaching out. We look forward to discussing further. Kind

regards,

Steve Mawson
Chief Executive Officer

On 4 Nov 2024, at 15:19, clerk@holmevalleyparishcouncil.gov.uk wrote:

Good afternoon

For your information please see the attached email response regarding communications with Kirklees Council.

Kind regards

Jen McIntosh

Mrs Jen McIntosh Clerk

Holme Valley Parish Council

From: cllrdamianbrook@holmevalleyparishcouncil.gov.uk
Sent: 05 November 2024 14:54
To: clerk@holmevalleyparishcouncil.gov.uk
Cc:
Subject: Re: Communication

Good afternoon Jen,

In addition to this information:-

I recently had a meeting with Julia Steadman to discuss planning processes, I mentioned some frustrations the Parish Cllr's have experienced with response from Officers and she acknowledged these concerns.

Julia also stated that they, (planning) were working on a 'Management Charter' for communication expectation. This may be the same process Steve Mawson has highlighted but with a different title, she didn't mention CGR.

In respect of HVPC planning enquiries I asked Julia if it would be possible and more practical to identify one of our planning committee members to act as 'single point of contact' to both pose questions and share the answers from planners in a single communication strand with the council. This would potentially reduce enquiries and limit duplicate enquiries from us to that department. Julia was receptive to the idea and perhaps this is something that could be discussed at the next planning meeting and if consider submitting our proposal to the CGR?

Regards

Damian

From: cllrandywilson@holmevalleyparishcouncil.gov.uk <cllrandywilson@holmevalleyparishcouncil.gov.uk>
Sent: Tuesday, November 12, 2024 12:57:49 pm
To: clerk@holmevalleyparishcouncil.gov.uk <clerk@holmevalleyparishcouncil.gov.uk>
Subject: RE: FW: Communication

Hi Jen,

Thanks for the email and for your efforts in pursuing this topic with Kirklees.

I have to say that I'm really disappointed with the response from Steve Mawson; we had a charter in place that covered (amongst other things) communications with the Council and it's Officers. This was unilaterally abandoned - without any consultation I believe - and no alternative put in place. We are now left with a totally inadequate situation regarding communications; sometimes officers respond but more often than not, we are ignored both as Parish Councillors and members of the public.

The only response is to embark upon a 12 to 18 month process to improve Whilst this may be a valid long term project, we really need some interim process in place now; surely not too much to ask?

I'm happy to get involved with any such process as I believe good communication is at the heart of effective organisations.

Best regardsAndy

From: Cllr Sarah Whitelaw <cllrswitelaw@holmevalleyparishcouncil.gov.uk>
Sent: 12 November 2024 14:44
To: cllrandywilson@holmevalleyparishcouncil.gov.uk;
clerk@holmevalleyparishcouncil.gov.uk
Subject: Re: FW: Communication KIRKLEES COUNCIL

I couldn't agree more Andy .. here's my 'take' for what it's worth. !!

I had hoped that the new CEO would take a more proactive and appropriate approach to Kirklees'(non existent - at least on paper) communication strategy and be mindful of its central and direct relationship with the Council's espoused Community relations and engagement policy.

This latest communication doesn't auger well IMO. I begin to wonder whether senior officers and key Councillors understand the depth of feeling which exists on this matter. SURELY they all know that the Council, its Councillors and its paid staff's FIRST responsibility is to the electorate it serves, and that 2 way effective communication with individuals, local groups and community representatives..elected or otherwise should be an absolute priority as it demonstrates this understand and commitment.

I fail to understand why establishing broader communication channels using existing networks and contacts within the community cannot not used to release pressure on hard-pressed officers, but most importantly to actively demonstrate commitment to improving relationships.

My personal view is that the oft quoted '*Kirklees Council has no formal relationship with Parish and Town Councils and therefore communication with them will be handled in the same way as any member of the public*' is outdated and needs changing. We can HELP and collaborate to achieve common aims !!

Further, continuing to insist that Ward Councillors be the SOLE channel for the electorate (which includes Parish and Town Councils) to communicate with Kirklees officers is not only 'missing a trick'in terms of community collaboration, but places undue stress and excessive workload on Councillors.

I would like to see a robust response to Steve Mawson which thanks him for notification of this initiative but argues that it fails to address fundamental questions concerning the relationships Kirklees has with its 'stakeholders', and in particular its communication strategy vis the first level of Government.. namely Town and Parish Councils.

Doubtless others will disagree with my analysis .. but I hope we can have a productive discussion about this very important matter where seem, thus far, despite many attempts, to make much headway.. either individually or collectively.

What is the best way forward???

Sarah

ENDS.



Environment Strategy

Everyday, Life.

2024

PARTNERSHIP FOREWORD

We are proud to present Kirklees' new 'Environment Strategy: Everyday, Life.' This strategy is not just a document, but a collective vision that serves as a guiding light for a greener, more resilient future for our people and places.

As we stand on the precipice of unprecedented global challenges, it has never been more important to commit to a more environmentally sustainable Kirklees.

In an era defined by climate change, biodiversity loss and resource depletion, collaborative action and partnership working is critical. Together, we recognise that addressing these challenges requires unity, determination, and innovative solutions.

Our collective of partner organisations, representing diverse sectors across Kirklees, has come together to co-create this strategy. Underlining our shared commitment to making a difference.

The foundation of this strategy is the belief that a thriving environment is inextricably linked to the health and prosperity of our communities. We recognise that the pursuit of environmental sustainability is not just a matter of choice, but a fundamental responsibility. By working together, we aim to close the loop, nurture nature, improve our buildings and homes and get people and goods moving across Kirklees in a greener, more sustainable way.

As partners, we acknowledge that our journey towards sustainable development is not without its challenges. It requires investment, adaptability, and a commitment to learn from our successes and failures in equal measure. By working together across all sectors, sharing knowledge, building on our existing work, raising awareness, and cascading key messages and information across our networks and the local community, we will be better equipped to tackle these challenges head-on.

We invite you to join us on this journey. Together, we can create a future that is not only sustainable but also vibrant, thriving and enriched by our natural surroundings. It is our shared legacy, our gift to current and future generations.

[Kirklees Active Leisure](#)

[Kirklees Climate Commission](#)

[Success 2 Recovery](#)

[Home-Start Kirklees](#)

[Greenhead College](#)

[Uniform Exchange](#)

[Moors for the Future](#)

COUNCIL FOREWORD

Welcome to our 'Environment Strategy: Everyday, Life.' The goal of this strategy is to outline our collective vision for the environment and provide a framework for its delivery.

Since declaring a Climate Emergency in 2019, we have taken important steps to become Net Zero and Climate Ready by 2038, demonstrated by Kirklees Council winning the ['Award for Impact'](#) from the Royal Meteorological Society and an A grade for environmental reporting from CDP.

However, we recognise that our ambitions for Kirklees need to go further than the climate emergency. We need to focus on broader environmental issues too, such as the ecological emergency, while also generating benefits for our residents and our places.

The environment underpins everything we do. Without a thriving healthy environment, all the other plans we have for a better future for Kirklees cannot succeed. We are making the environment a priority.

By taking action to improve the environment, we will generate broader benefits such as improving our health and wellbeing, stimulating sustainable economic development, and creating a more inclusive society.

Co-designed with people who live, work and study in Kirklees, this document becomes the Council's fourth top-tier strategy, giving the planet a seat at the table. The strategy brings together and helps coordinate the environmental work partners are already delivering across Kirklees and identifies new work to deliver a sustainable Kirklees.

Through our co-design journey, the structure of this strategy has evolved to become a reflection of the ambition, hope and expectation of people, organisations, and business across Kirklees.

But our joint working doesn't stop with co-design. We intend to co-deliver too. We have developed a partnership pledge open to all people, organisations, and businesses across Kirklees.

I invite you to pledge your support to help achieve our vision and ambition for a greener Kirklees. Together we can make a difference.

Councillor Yusra Hussain



Cabinet Member for Culture and Greener Kirklees

Everyday, Life

An Environment Strategy for Kirklees

One of our four 'top-tier' priority strategies



This means the environment will be considered as a central priority in every decision we make.

Why? Because we know that our wellbeing and our economy, depends, either directly or indirectly, on our natural environment. **It underpins everything.**

Our vision is of...

Making the environment a priority in all decision-making, whether big or small. We want to harness the power of the natural environment to enhance the lives of the people who live work and study in Kirklees, fostering healthy, happy, and better-connected communities.

Our strategy has four thematic areas...



Nurturing Nature: Green spaces, nature recovery and biodiversity.



Bringing it Home: Good buildings, clean energy and more sustainable neighbourhoods.



Closing the Loop: Taking radical action on circularity in resources.



Kirklees on the Move: Better, greener transport options for all.

And three 'always-on' priorities...

Sustainable Economic Development: Supporting progressive, sustainable opportunities for prosperity.

Resilient Futures: Greater ecological, social, and economic resilience, including strong action on climate adaptation, particularly to protect the most vulnerable.

Environment for All: Supporting fairness, greater inclusion, diversity and accessibility.

Delivering co-benefits of...

- Better physical, mental health and wellbeing for residents.
- The provision and development of green jobs, skills and improved productivity.
- Greater social engagement, cohesions and inclusivity across all our communities and places.
- Providing inspiration to and encouraging greater engagement with our young people.
- A renewed reputation as a green district, where our actions speak just as loudly as our words.

Our 12 headline targets



Zero avoidable waste by 2038.



Growing the sharing economy in Kirklees to be a national leader.



Nature in Recovery by 2030.



All degraded peatland to be in restoration by 2038.



Increase Kirklees tree canopy cover to 21% by 2050.



All people who live work and study in Kirklees to have access to high quality green and blue and space within 5-10 minutes / 500m walk by 2038.



Good buildings - all buildings in Kirklees to be energy efficient, at a minimum of EPC C by 2030.



Net Zero Energy supply by 2038.



Sustainable neighbourhoods programme launched by 2026.



60% of journeys within Kirklees to be Sustainable Journeys by 2030.



100% of fleet vehicles to be zero carbon by 2038



All of Kirklees homes to be within 1km of public transport connection point via safe pedestrian route by 2038.

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INTRODUCTION

In Kirklees, we know that the environment matters. Without a thriving, healthy environment all the other plans we have for a better future cannot succeed.

The environment **underpins everything**.

It is our home. It gives us the air we breathe, places to relax, resources for our businesses and jobs. It's where nature can thrive.

We want to make sure the environment is a priority. That's why we have made this a top tier strategy alongside the 'Kirklees Health and Wellbeing Strategy', 'Inclusive Communities Framework' and 'Inclusive Economy Strategy'.

Our top tier strategies are interconnected and cover all areas of sustainable development – environmental, economic, and social. Together, they are helping us to **deliver a sustainable Kirklees**.

We know the environment is not something any one organisation can address alone. That's why this strategy has been co-designed, bringing together council officers, key partners and people who live work and study in Kirklees.

As a result, this strategy **encompasses the environmental work delivered by Kirklees Council and partners** and **captures new, ambitious ideas** for the future. Ideas that will take our action to a new level.

We will deliver the strategy in the same way we have produced it – together. Like all our top tier strategies this is a **partnership document**.

WHAT IS OUR AMBITION

The ambition of our strategy is encompassed within a **vision and four themes** which contain **12 headline targets** and **31 objectives** all underpinned by our **three always-on priorities**.

VISION

We are committed to making **the environment a priority in all decision-making**, whether big or small, to create a flourishing and sustainable Kirklees. We want to harness the power of the natural environment to **enhance the lives of the people who live work and study in Kirklees**, fostering **healthy, happy, and better-connected communities**.

To deliver this strategy, we will work together as **a partnership**. Our commitment is to ensure that Kirklees is a place where it's easier than ever to make clean, green choices and that **fairness** is a factor in the decisions we make.

When it comes to the environment, we all have a part to play and this is **one strategy, for all**.

THEMES

Our strategy is structured in four themes:



Closing the Loop: Taking radical action on circularity and resources.



Nurturing Nature: Green spaces, nature recovery and biodiversity.



Bringing it Home: Good buildings, clean energy, and more sustainable neighbourhoods.



Kirklees on the Move: Better, greener, and more affordable transport options for all.

ALWAYS-ON PRIORITIES

Each of the four themes is underpinned by our ‘**Always-on**’ priorities. These are the three principles by which we have developed and will deliver the strategy:



Sustainable Economic Development (SED) how the Kirklees environment strategy only supports progressive, sustainable opportunities for prosperity and wealth creation across the borough, and actively seeks to counter short term economic growth plans that work against our nature and climate targets.



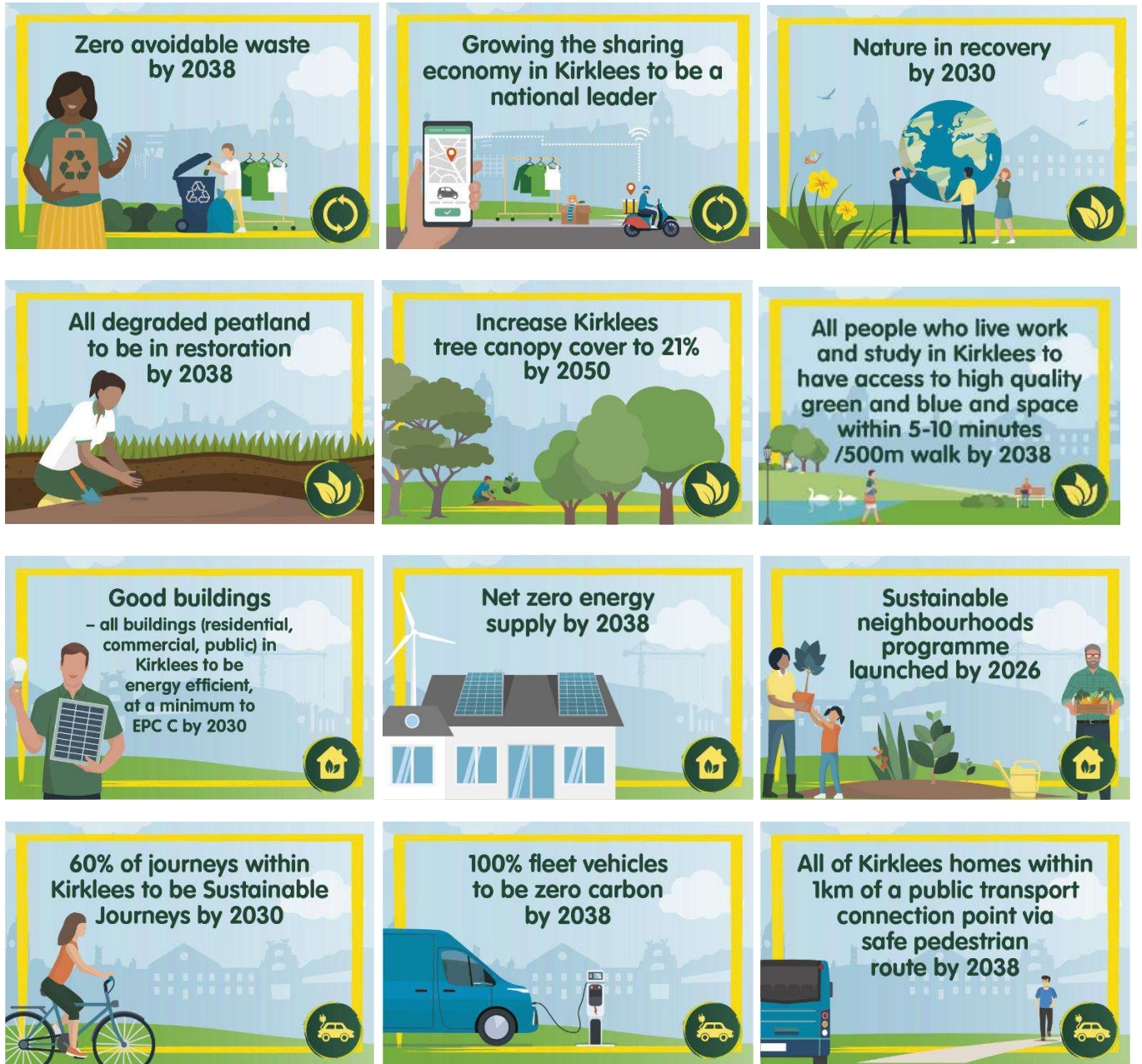
Resilient Futures (RF) how the Kirklees environment strategy delivers greater ecological, social, and economic resilience for the future, including strong action on climate change adaptation, particularly to protect the most vulnerable people. This theme also ensures that our people are resilient and ready for the future, not least through learning new, transferable green skills.



Environment for All (E4A) how the Kirklees environment strategy can support fairness, greater inclusion, diversity, and accessibility, particularly for people from ethnic minority backgrounds and those with disabilities. These groups have routinely been given less support on environmental issues and are also proven to be most at risk when it comes to environmental pressures.

TARGETS

Our strategy has **12 headline targets** split across our four themes:



We also have **our climate emergency target**, which applies to all our themes, being:

- Net Zero by 2038.
- Climate Ready by 2038.

A graphic outlining more detail on these targets, how they link to the always-on priorities, who can pledge to them and a definition for each target, can be found in Appendix B.

WHY IS THIS STRATEGY NEEDED

Our strategy is based around the core principles of environmental sustainability, with an understanding that **our survival and wellbeing depends, either directly or indirectly, on our natural environment.**

Living more sustainably is crucial because our planet, like a delicate balancing act, has certain limits or 'planetary boundaries' that we must not exceed to maintain a stable and habitable place for us to thrive.

Think of Earth as a spaceship with finite resources and a delicate life support system. When we exceed the limits on things like carbon emissions, deforestation, and biodiversity loss (or in the case of the spaceship – food, water, and oxygen) we risk disrupting the balance that sustains life as we know it. Living sustainably is about ensuring we stay within these limits, preserving the health of our planet to secure a liveable future for generations to come.

WHAT WILL THE IMPACT OF THIS STRATEGY BE?

By becoming a more environmentally sustainable district we will deliver health, wealth, and happiness to the people who live, work, and study here.

This strategy is structured by our four themes as they represent the areas and activities within Kirklees that put the most pressure on our environment, and those areas and activities where action and change would have the biggest positive impact.

We have made the three Always-on priorities a vital part of our strategy as they represent the benefits that can be experienced by taking environmental action across the four themes. These demonstrate that it's not just the environment that will profit from this strategy, and that our efforts to become more sustainable do not come at the expense of households or the wider Kirklees economy.

For many households in fuel poverty continuing to take measures to decarbonise social housing will see monthly bills come down as we become more sustainable. More widely, some of the important technologies we need to deploy, such as electric vehicles or heat pumps, are increasingly comparable in cost to their less sustainable alternatives and can offer considerable cost savings in the longer term.

Action to reduce waste will save the district money. At a household level, everything from reducing food waste to adopting more re-use and repair, will also save money. More sustainable travel choices can reduce costs too, particularly if residents can dispense with one car, which in the UK costs the average household between [£3,000 - £5,000 each year](#).

The [Institute for Government](#) outlines that the overall cost of achieving Net Zero by 2050 in the UK will involve considerable investment (probably around £1.4 trillion) but will result in an overall return on investment of over £200 billion. As one of the largest local authorities in the UK, it's vital that Kirklees sees that sustainable wealth creation opportunity unlocked for our residents.

Impact Case Study – The Northern Forest

Launched in 2018, the Northern Forest is transforming large areas of Northern England with through an ambitious tree planting programme. Together, the Woodland Trust and four of England’s northern Community Forests are planting at least 50 million new trees across 10,000 square miles of land, stretching from Liverpool to Hull, with a considerable number being planted in Kirklees. After the first five years, a study by Liverpool John Moores University assessed the programme’s impact and found it has:

Put 302,000 extra households within a 10 minutes’ walk from a publicly accessible woodland.

Created 423,626 m³ of water storage, delivering a 33% improvement in flood mitigation.

Delivered an 11.6% improvement in air purification and sequestered 19,000 tonnes of carbon each year; and

Delivered an overall associated annual economic uplift worth over £43 million in ecosystem services.

For more information please visit: [The Northern Forest: Planting 50 Million Trees | The Woodland Trust](#)

SAVING PEOPLE MONEY

As work on this strategy has progressed, the context has shifted. The people of Kirklees have witnessed a global energy crisis with huge increases in their monthly bills, a cost-of-living crisis and subsequent pressure on those with mortgages have seen interest rates double or even triple. It will be vital that every aspect of this strategy is shown to:

1. Offer excellent value for money and efficiency in delivery, minimising the impact on Council funds and ensuring other services can continue to be delivered;
2. Delivers opportunities to save our residents money through lower bills, general lower costs, and no-cost benefits like access to nature;
3. Supporting the idea of a ‘just transition’ in that poorer households are not disadvantaged by for example, a transition to Net Zero; and
4. Bring direct economic benefits to the region through new jobs, business opportunities and an upskilled and efficient economy.

HOW WILL THIS STRATEGY BE DELIVERED

This strategy is a high-level framework to provide direction for action. Being Kirklees Council's first Environmental Strategy, it will become the **Council’s fourth top-tier strategy**, sitting alongside the ‘Kirklees Health and Wellbeing Strategy’, ‘Inclusive Communities Framework’ and ‘Inclusive Economy Strategy’.



These four strategies will work in harmony to deliver their individual and collective aims, ultimately helping to implement Kirklees’ Council Plan 2024/25.

As a high-level document, the Environment Strategy provides the ambition for Kirklees Council and partners to achieve. It is not a detailed action plan – the detailed actions will come through the plans that feed into our strategy.

For the Council, examples of documents that provide this detail include, but are not limited to, the [Kirklees Waste Strategy 2021–2030](#), the [Air Quality Action Plan 2019–2024](#), the [White Rose Forest Plan 2021–2025](#) and the [Kirklees Climate Change Action Plan](#).

Partners also have their own action plans and strategies. Our strategy is designed to support these, providing an area-wide ambition, commitment, and partnership to continue to deliver this vital work.

KIRKLEES COUNCIL PLAN 2024/25

Our Council Plan 2024/25 is the driving force for the four top-tier strategies, providing a mandate for their development and ultimate delivery. It creates a shared sense of purpose, aiming to bring together our collective insight, expertise, and resources **to achieve greater impact** and make our **local places even better**.

A more in-depth summary of how our strategy addresses the Council Plan and its shared outcomes is outlined in Appendix C.



CLOSING THE LOOP



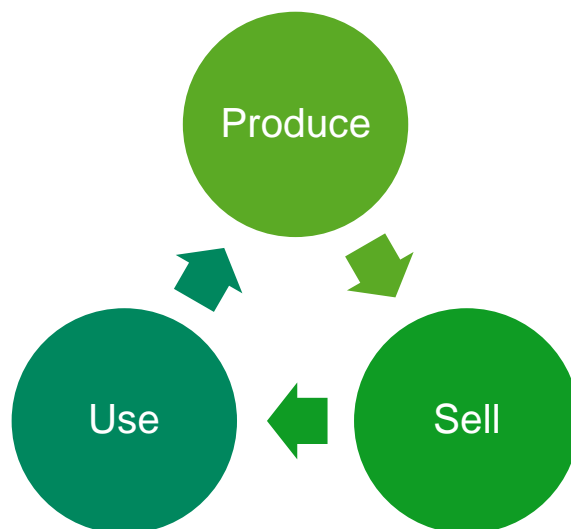
“Creating opportunities for communities to share and reuse items to reduce consumption is key.” (Resident voice)

We want to make the most of every resource we have, reduce waste, or even stop it from happening in the first place. We want to create a district where products are made with sustainable materials then reused, repurposed, or recycled so they are used to their fullest extent.

Locally and globally people are consuming more and that has an environmental impact. The way we make and use products contributes to climate change and biodiversity loss. According to [WRAP](#), 45% of global emissions can only be tackled by changing the way we make and consume products and food. We need to move from a linear economy to a circular one.

A linear economy is one where natural resources are taken out of the ground, turned into goods, then often put back into the ground as landfill or incinerated.

A circular economy is different. It designs out waste and pollution at the start by trying to make goods from sustainable materials, ensure goods are made to last and can be easily and affordably repaired. Then it keeps those materials in use as long as possible, increasing the sharing of products, reusing, remanufacturing, and recycling.



A circular economy might sound like an abstract future concept, but it's not. The circular economy is already contributing to reducing emissions and economic growth. [A report by WRAP](#) from November 2021, shows that in the UK between 2014 and 2019 almost 90,000 new jobs were created in the circular economy. It's expected to create 550,000 jobs by 2030.

We also want to promote a greater sharing economy within Kirklees.

The circular and sharing economies are complementary, working together they will have a more profound impact on our environmental challenges. Where the circular economy is about how the goods are manufactured and then taken apart and re-made or used as new goods, the sharing economy is more about what we do with these goods during their lifespan, how we maximise the full potential of something.

The sharing economy can refer to activities such as ridesharing, the use of a holiday let, renting out a parking space or driveway for a limited period or even sharing goods and resources, such as lawnmowers or bikes, with your neighbours and friends.

In everyday life 'closing the loop' might mean...

- more opportunities for residents to save money through sharing, like being able to pick up a power-tool from the library alongside a book.
- communities where people are involved in growing food and reducing food waste; where residents can walk to buy fresh, affordable produce; and where everyone has the skills to prepare healthy and sustainable food.
- building on our textile heritage to become a centre for sustainable textile innovation alongside encouraging new green industries that boost skills, opportunities, and economic growth.

WHAT WE'VE DONE

Across Kirklees we have a track record of taking action to shape consumer behaviour and re-use, re-imagine and re-purpose our waste.

Organisations and individuals have shown how circularity is good for the planet, our pockets and is supporting residents through the cost-of-living crisis. Since 2011, Kirklees' [Uniform Exchange](#) has had 295,000 items donated, supported 182 schools and given 15,000 bags of uniform to families.

[Woven In Kirklees'](#) 2023 celebration of innovation in textiles focused on the environmental impact of textiles. As Kirklees is home to a huge number of textile manufacturers, retailers, artists, and designers it's no surprise that 15,000 people took part in over 100 events. From an Upcycled fashion show in Dewsbury, Mission to Mend roadshows and growing natural dyes, the festival linked sustainability and Kirklees' unique textile heritage.

Repair cafes have been established in Huddersfield, Holmfirth and Dewsbury, fixing everyday objects from clothing to electronics, while the third sector organised a ['Zero Waste and the Circular Economy'](#) conference in April 2023 to bring together c.100 delegates from businesses, organisations and individuals across Kirklees and the Yorkshire Region to work together to 'Close the Loop'.

Partner Case Study 1: University of Huddersfield and UK Fashion and the UK Fashion and Textile Association (UKFT)

Huddersfield University and the UK Fashion and Textile Association are working together to find a solution to the huge problem of fashion waste.

We throw away enough clothing every year to fill Wembley stadium 17 times over. Huddersfield University and UKFT, are developing new ways to recycling fibres and yarns for use in agriculture and in the built environment.

As well as helping solve some of the fashion industry's most pressing environmental problems, the projects are looking at how the growth of the circular economy can boost manufacturing opportunity, jobs, and the economy in Kirklees.

[Future Fashion Factory.](#)

Partner Case Study 2: New Huddersfield Reuse Shop

A new re-use shop, run by partner organisation [Revive](#), opened on Upperhead Row, Huddersfield in February 2023.

During its launch, over 97 tonnes of items were donated by residents to be sold on in the shop including unwanted textiles, small electricals and furniture. The delivery of this re-use shop is a milestone action within Kirklees Councils Resources and Waste Strategy, with the objective of supporting the circular economy in the district – all while raising funds for good causes and generating jobs and volunteering opportunities for local people.

[New reuse shop on the Kirklees Together website.](#)

A summary of data for Closing the Loop can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- Zero avoidable waste by 2038 (SED).
- Grow the sharing economy in Kirklees to be a national leader (SED).

Zero Avoidable Waste Explained

The term avoidable means eliminating waste where it is technically, environmentally, and economically practical to do so, covering all waste streams: residential, commercial, construction and industrial.

OBJECTIVES

- Adopting circular economy principles (where little or nothing is wasted) and becoming more responsible producers and consumers. (SED)
- Putting re-purposing, reuse and repair before recycling and disposal, keeping products and materials in use for as long as possible. (SED)
- Securing 95% diversion from landfill by 2030. (RF)
- Providing separate food waste kerbside collection by 2028. (SED)
- Achieving a 60% reduction in food waste by 2030. (SED)
- Designing our buildings, industrial practices, and urban infrastructure to minimise the resources they use and the waste they produce. (SED)
- Helping Kirklees to continue its journey to be leading circular textile innovators. (SED)
- Ensuring our decision making and policy supports a shift towards a sharing-economy. (SED, E4A)
- Supporting sustainably produced, locally grown and reared produce. (SED)
- Making Kirklees is an epicentre for sustainable and resilient food production, consumption, and waste practices. (SED, RF)
- Develop skills for the circular economy, creating new job opportunities and appropriate education and upskilling resources. (SED)
- Reviewing procurement policies and practice to embrace a circular economy approach. (SED)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

NURTURING NATURE



“Local residents are passionate about the natural environment and feel that protecting this is protecting part of their personal identity.” (Political voice)

We want to protect and expand existing natural habitats and create new spaces for wildlife. We want to ensure that everyone has access greenspace and can benefit from the natural environment.

Set against the backdrop of the Pennine Moors and Peak District parkland, we have some of the UK’s most stunning countryside.

From the blanket bogs on our moors and ancient woodlands on our steep valleys, to rare flowers such as marsh helleborine on our old industrial sites, Kirklees is rich in nature.

When surrounded with Kirklees’ great greenspaces it might be easy to think the nature crisis is restricted to far-off places like the Amazon or Great Barrier Reef. It’s not. It’s right here on our doorstep. Nature in the UK is in decline, and we are a country that is already one of the most nature depleted in the world. The [State of Nature Report 2023](#) shows that since the 1970s UK species have declined by 19% and nearly 15% of species are currently classified as threatened with extinction.

It’s not just nature reserves or protected habitats and species that matter. All greenspaces matter, from gardens to grass verges and parks. Greenspaces and parks make us happier and healthier, so much so that according to research completed by [Field In Trust](#), across the UK they provide £34.2 billion of wellbeing benefits, reduce heart disease, obesity, and depression – saving the NHS over £111 million per year.

Our natural environment also performs valuable services, like reducing flooding, storing and cleaning our drinking water and absorbing carbon. The Sphagnum moss that grows on Kirklees moorlands can absorb 20 times its weight in water and the Peatlands can contain more than twice the amount of carbon stored in forests.

In everyday life, this might look like...

- all residents in Kirklees having access to a rich, thriving natural environment, which improves their physical and mental wellbeing.
- our buildings and infrastructure enhancing the natural environment they are in, supporting local biodiversity, acting as a catalyst to nature recovery.

– our industries and communities working together to conserve our natural environment, adding to the value and services it provides so we can continue to benefit from them.

WHAT WE'VE DONE

Actions to clean up, protect and restore our greenspaces and local wildlife is the focus of many organisations, businesses, and individuals within Kirklees.

We have planted 59ha of new trees across the district through community partnerships and volunteers, helping to absorb carbon emissions, bring together communities and restore shared community spaces.

Third sector organisations, such as [Natural Kirklees](#), [EPIKS](#) and [River Holme Connections](#), work tirelessly to improve our natural environment. From making footpaths more accessible and planting new woodlands, to working in partnership on landscape recovery projects that will deliver benefits to our rural communities by improving soils, increasing biodiversity, enhancing water quality, and reducing flood risk.

Educating individuals on the natural environment has also been a core theme of action. The 'Outdoor Study and Conference Centre' at [Cliffe House](#) runs child-centred nature-based educational activities for all, while the third sector organisations such as [Success 2 Recovery](#) offer the 'The Great Outdoors Project', working with adults in Kirklees to take their first steps into nature.

Partner Case Study 1: Moors for the Future Partnership – MoorLIFE 2020

MOORLife was an ambitious five-year project, investing €16 million (EU funded) to protect areas of blanket bog. Its conservation work resulted in stabilising and revegetating 52.5ha of bare peat; installing 16,432 mini-dams for re-wetting; planting nearly three million sphagnum plug plants; working with 334 land managers to share best practice; and ultimately protecting 95 sq.km of active blanket bog.

For more information, [MoorLIFE 2020 | Moors for the Future](#)

Partner Case Study 2: White Rose Forest and Woodland Creation

Kirklees Council is a key partner and the accountable body of the White Rose Forest, which has the aim of establishing 2,500ha of new tree canopy cover in our river catchments and 1000ha of new tree canopy in our urban areas and along our major transport routes by 2025.

Since declaring a Climate Emergency in 2019, Kirklees Council has created 59ha of new tree canopy cover across the district.

For more information, [Woodland creation | Kirklees Council](#)

A summary of data in Kirklees for Nurturing Nature can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- Nature in recovery by 2030. (RF)
- All degraded peatland to be in restoration by 2038. (RF)
- Increase Kirklees tree canopy cover to 21% by 2050. (RF, E4A)
- All people who live work and study in Kirklees to have access to high quality green and blue and space within 5-10 minutes / 500m walk by 2038. (E4A)

'Green and Blue Space' Explained

Green spaces include parks, recreation grounds, public or private gardens, playing fields, play areas, woodland, and other natural areas, grassed areas, cemeteries and allotments, green roofs, and green walls, as well public right of ways (PROWS), such as bridleways, footpaths, canal towpaths and disused railway lines.

Blue space includes canals, rivers, streams, ponds, lakes, and reservoirs.

'High Quality' Explained

Quality of green and blue space looks at the physical, social, environmental, and visual qualities of each space and the value it adds to the people who use it, dependent on its intended function.

For more information on how this is currently assessed, please look at section 4.3.5 and 4.3.6 in [Open Space Study 2015 \(revised 2016\)](#) (kirklees.gov.uk).

OBJECTIVES

- Conserving, enhancing, and investing in our natural environment and biodiversity, looking at issues like peatland restoration and invasive species management, eradicating pollution, and re-imagining management practices. (RF, E4A)
- Prioritising green and blue infrastructure and nature-based solutions in all activities, refurbishments, and developments to restore and improve our natural environment. (RF)
- Taking a biodiversity first approach to new development that supports nature recovery and biodiversity net gain. (SED, RF)
- Making regenerative agriculture (the conservation and rehabilitation approach to food and farming) a common practice in Kirklees. (SED, RF)
- Supporting our Community Forest partnership for the region, White Rose Forest, to plant more trees as part of the wider 50m tree Northern Forest. (RF, E4A)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

BRINGING IT HOME



“We really, really need to insulate our homes, both for the environment and to reduce energy poverty.” (Resident voice)

We want to enhance the places we call home by making them more sustainable, with people living and working in buildings that are good for them and the planet. We want our neighbourhoods to be places we are proud of, which improve our health and wellbeing, giving us a platform from which to thrive.

The places in which we live, work and study in Kirklees are a mix of the traditional and the modern, centuries old villages steeped in local history and legend; buildings and locations made famous by writers, film, and television; and vibrant towns full of art, creativity, and local produce.

The quality of our homes and the strength of our communities has a massive impact on our quality of life. This theme is all about enhancing that quality by creating sustainable buildings and neighbourhoods that are energy efficient, affordable, and conducive to modern living and the social, economic, and environmental challenges we face.

In the UK, the [NHS spends an estimated £1.4 billion each year](#) on treating people affected by poor housing. In 2021, 17.3% of Kirklees’ households were classified as ‘fuel poor’, which means after paying for heating, the households disposable income puts them below the official poverty line.

Ways to address these challenges exist. According to the [Energy Saving Trust](#) improving the energy efficiency of homes through loft insulation could save £240 per year on energy bills for a mid-terrace house and up to £445 per year on for a detached house, and replacing single-glazed windows with A-rated double glazing could save £165 per year.

In everyday life this might look like...

- neighbourhoods where people can easily meet their daily needs, socialise, and feel safe.
- high quality urban environments where homes and buildings have been designed and built to a sustainable standard, keeping the occupants warm in the winter, cool in the summer and don’t cost the Earth to run.
- Kirklees being home to sustainable neighbourhoods that feature everything from community allotments and gardens; community renewables; sustainable education programmes; a sustainable food strategy; and tough action on antisocial behaviour such as fly tipping and littering.

WHAT WE'VE DONE

Developing our skills and providing funding, support, and guidance to 'bring it home' is the primary focus of many partners across Kirklees.

Third Sector Leaders run a '[Community Buildings and Energy Project 2023](#)'. It aims to improve the quality of community buildings in the district by providing the skills needed to manage the buildings and helping communities to access the necessary finance and technical advice needed to do improvement works.

This is coupled with '[Community Grants for Climate Projects](#)', run in partnership with Kirklees Council and West Yorkshire Combined Authority, which offers £5,000 to £50,000 to support climate friendly projects such as local, clean energy solutions and energy efficient buildings.

Organisations such as [One Community](#) also facilitate the provision of Household Support for food, cost of living or energy poverty, where grants of up to £10,000 are available for eligible people through either the 'Household Support Fund' or the 'West Yorkshire Mayor's Fund'.

Partner Case Study 1: Retrofit at Abbey Road

Kirklees Council carried out the first full house retrofit in the district. Run as a pilot scheme to help measure carbon reduction and inform future schemes, eight properties in Abbey Road, Fartown had a 'fabric first' approach of insulating loft, cavities, and the external walls as well as the installation of renewable technologies, including a heat pump for heating and Solar PV/solar thermal panels.

The Abbey Road scheme made the finals in the 'Best Social Housing Category' at the MJ awards, which recognise excellence and innovation in Council Services.

For more information; [Abbey Road Retrofit Scheme, Huddersfield | INCA \(inca-ltd.org.uk\)](#)

Partner Case Study 2: Free energy-saving health checks

All Kirklees Council housing tenants have been offered free energy health checks to reduce carbon and save them money.

3,500 houses across Kirklees were offered energy health checks. Tenants' energy tariffs were reviewed to make sure they were not overpaying on their bills. Qualified surveyors recommended the most energy efficient settings for boilers, and identifying repairs that could make homes warmer and cheaper to run. The health checks also offered tips on how to stay warm, offered debt advice, and support on claiming benefits where eligible.

For more information: [Council housing tenants receive free energy-saving health checks on their homes – Kirklees Together.](#)

A summary of data for 'Bringing it Home' can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- Good buildings - all buildings (residential, commercial, public) in Kirklees to be energy efficient, at a minimum of EPC C by 2030. (RF, E4A)
- Net Zero energy supply by 2038. (SED, RF)
- Sustainable neighbourhoods programme launched by 2026. (RF, E4A)

'Sustainable Neighbourhoods' Explained.

Helping communities in Kirklees achieve a balance between the social, economic, and environmental aspects of sustainability, in line with the unique needs of that community. A sustainable neighbourhood has three key features: a vibrant street life, walkability, and affordability.

For more information [A New Strategy of Sustainable Neighbourhood Planning Five principles.pdf \(unhabitat.org\)](#).

OBJECTIVES

- Ensuring that good energy efficient homes (new or renovated) are accessible to all residents, irrespective of economic standing. (RF, E4A)
- Increasing our energy independence and resilience through low-impact, renewable sources. (SED, E4A)
- Enhancing the resilience of our buildings to the physical impact of future environmental change, with a focus on reducing the vulnerability of occupants. (RF)
- Making all new buildings built in Kirklees climate ready and operationally Net Zero. (E4A)
- Adopting a fabric first approach¹ in all new builds and building refurbishment practices. (RF)
- Reduce the building performance design gap (this is the gap between the predicted energy use at the design stage, versus the actual energy use when occupied). (RF)
- Developing a dedicated sustainable neighbourhood's programme featuring everything from educational programmes on sustainable lifestyles to allotments and community-owned green space. (RF, E4A)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

¹ Refers to the sub and superstructure of the building and how it is constructed to minimise heat loss, including levels of insulation, detailing and airtightness.

KIRKLEES ON THE MOVE



We should be striving to make our district somewhere where it's simple, sustainable, and safe for everyone to get around (Resident Voice).

We want to get the district moving in a more sustainable way. Connecting communities across Kirklees and giving residents equal access to opportunities through affordable, reliable, and sustainable travel choices.

The need to move people and goods are essential to our everyday lives – enabling people to get to work, socialise and access services.

Kirklees is a varied district – comprising of key commuter hubs such as Dewsbury and Huddersfield with well-connected regional train stations, coupled with rural communities that have more limited public transport options.

The transport sector is a significant polluter. Emissions from petrol and diesel vehicles are major issues when it comes to climate change and are the primary source of poor air quality in Kirklees. A [government report in 2022](#) shows the devastating impact poor air quality is having on public health, contributing up to 36,000 premature deaths a year and costing the NHS and social care system an estimated £1.6 billion between 2017 and 2025.

The cost of running a car is unaffordable for some of our residents, with the [2021 census](#) showing 22.7% of Kirklees households do not have access to a car or van. These individuals, primarily on low incomes, need to walk, wheel, cycle or use public transport.

The 2021 Census also shows that driving a car or van is the district's leading choice for commuting to work, used by 53.1% of residents, with 20.6% choosing a more sustainable option such as walking, wheeling, cycling or public transport.

We want active and sustainable travel options to be the obvious and easy choice. Active travel not only improves people's health and wellbeing, but a recent report by [Sustrans](#) shows that it's worth £36.5 billion a year to the UK economy.

In everyday life this might look like...

– easy and affordable ways to get to where we need to go with minimal impact on the environment.

– walking, wheeling, and cycling becomes the most attractive choice for short journeys, with public transport made convenient, reliable, and affordable for longer ones.

– if we need to use a car, we are met with less congestion and a greener more affordable vehicle option. Businesses have green fleets and appropriate charging is available for all electric vehicles.

WHAT WE'VE DONE

The transport sector and people's behaviours are changing. From 2021 to 2022, we saw an 8% increase in commuters choosing a more sustainable mode of transport over a private car or van.

We're investing in our infrastructure, encouraging behaviour change and making sustainable modes the easy and affordable choice. Dewsbury and Huddersfield will benefit from the multi-billion-pound [TransPennine Route Upgrade](#) investment, making the trains more frequent, faster, cleaner and reliable between Manchester, Leeds and York.

Walking and cycling within Kirklees has been improved, building on the success of the 7.3 mile [Spenn Valley Greenway](#). The Canal towpath between Slaithwaite and Milnsbridge is part of a £2.7 million investment to develop long-term accessibility on a continuous active travel route to Huddersfield Town Centre.

A £14 million revamp of [Dewsbury Bus Station](#) has been announced to make bus travel more attractive for residents, businesses, and commuters. Coupled with the 'Mayor's Fares' £2 cap on bus tickets, buses are becoming the affordable choice for people to move within Kirklees and to neighbouring places like Halifax, Wakefield, Bradford and Bingley.

Local people and organisations are also making a huge difference. Cycle and scooter storage has been installed in local schools through the '[Mac's Bikes](#)' memorial fund to promote active travel by students and teachers, with the charity '[Streetbikes](#)' striving to transform people's lives by providing cycling sessions for all abilities and repairing and re-homing unwanted or donated bikes back into the community.

Partner Case Study 1: Seven Schools achieve Modeshift Stars Awards

Ashbrow School, Birkby Junior School, Bramble Primary Academy, Golcar Junior and Infant Nursery School, Hartshead Junior and Infant School, Kirkheaton Primary School and Pentland Infant and Nursery School have all been presented with the Modeshift Stars Bronze standard for their commitment to sustainable travel.

When the pandemic hit, the schools continued their journey to improve the health and wellbeing for their children, encouraging parents, pupils, and staff to choose healthier and more climate friendly modes of transport to and from school.

For more information: <https://kirkleestogether.co.uk/2022/03/21/seven-schools-achieve-modeshift-stars-awards/>

Partner Case Study 2: Environmental Projects in Kirklees (EPIKS)

EPIKS is a not-for-profit business that runs environmental projects across Kirklees.

They operate a fleet of e-bikes and offer taster sessions, training and led rides so that people can experience the value of e-bikes as a low carbon mode of travel. This involves taking e-bikes

to places of work, community groups and events. Their 'Walk, Wheel, Ride' project also gives tailored support to people on all aspects of active travel.

For more information, please visit: [E-Bikes Projects | EPIKS - Environmental Projects In Kirklees](#) or [Walk Wheel Ride: cycling, wheeling and walking in Kirklees](#).

A summary of data for Kirklees on the Move can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- 60% of journeys within Kirklees to be Sustainable Journeys by 2030. (SED, E4A)
- 100% of fleet vehicles to be zero carbon by 2038 (RF).
- All of Kirklees homes to be within 1km of public transport via a safe pedestrian route by 2038 (E4A).

Sustainable Journeys Explained

Sustainable journeys covers modes of transport that have low to no impact on our environment when used, such as walking, cycling, public transport (buses and trains), alongside electric and low emission vehicles.

OBJECTIVES

- Prioritising public or active modes of transport over private vehicle use wherever feasible. (E4A)
- Ensuring that our infrastructure (i.e. transport, highways, electric vehicle charging) can function and operate as normal in the face of future environmental challenges. (RF)
- Making our transport network and infrastructure² accessible, affordable, and reliable for all in both urban and rural areas. (E4A)
- Delivering the infrastructure that promotes and facilitates the safe use of active travel modes such as cycling and walking. (E4A)
- Ensuring that our decision-making and policies actively support low-traffic neighbourhoods with a shift towards more active and public forms of transport. (E4A)
- Continuing to reduce air pollutant emissions and subsequent improved air quality for all in Kirklees. (RF, E4A)
- Develop a reliable and resilient electric charging network for the district. (E4A, RF)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

² Refers to networks and infrastructure associated with all modes of transport (i.e. mass transit, active, electric vehicle charging network).

DELIVERING OUR STRATEGY TOGETHER

PLEDGE TO SUPPORT THE STRATEGY

The vision for a more environmentally sustainable Kirklees can only be achieved by communities, business, residents, organisations, and the public sector working together.

To achieve this, we have developed our Partnership Pledge. Whether you are a business, organisation, or an individual – we are asking you to voluntarily pledge what you can to both help support and deliver our collective ambition.

HOW DOES PLEDGING WORK?

A pledge is individual to you or your organisation. It can be made around the strategy and its vision, one or more themes or even a single or a group of targets. All pledges, however large or small, help achieving our ambition.

The various options for pledging for organisations, businesses and individuals are:

1. **Strategy** – pledge to support the strategy in its entirety.
2. **Theme(s)** – pledge to support one or more of the themes.
3. **Target(s)** – pledge to support one or more of the individual targets.

WHAT DOES PLEDGING MEAN?

Signing a pledge is a two-fold commitment. Firstly, it is to support and take action to contribute to achieving our overall vision for a more Environmentally Sustainable Kirklees. Secondly, it's to participate in our monitoring, evaluation and reporting process. All pledges are voluntary and legally non-binding.

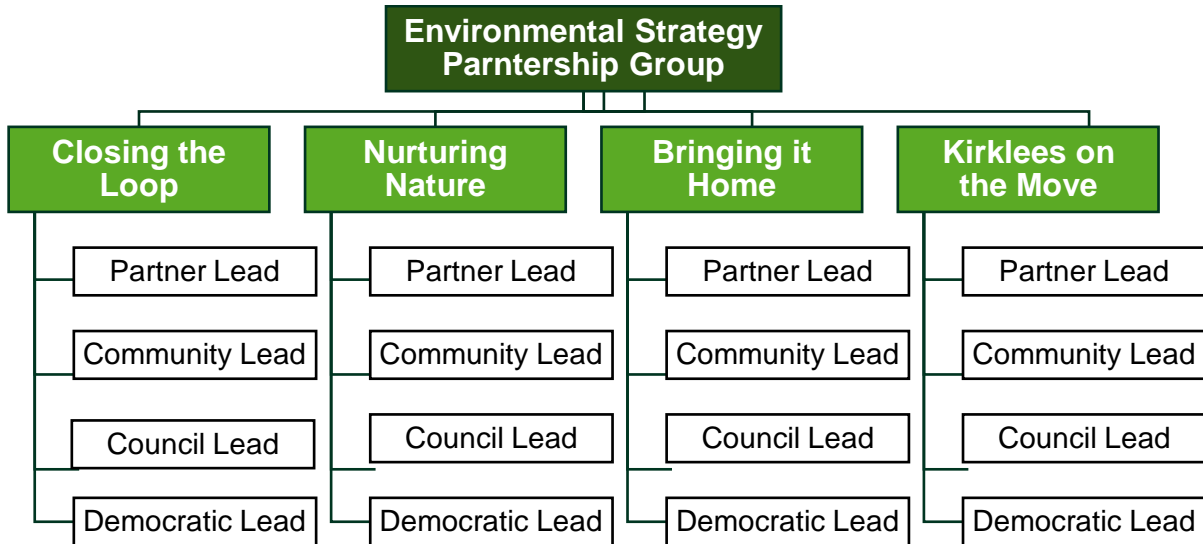
HOW WILL THE STRATEGY BE GOVERNED

An 'Environmental Strategy Partnership Group' will be established with the following objectives:

- To facilitate the sharing of best practice and collaborative, joined-up environmental actions across the district.
- To monitor, evaluate, and report on progress against the vision and ambitions outlined within this document on an annual basis.

Chaired by the Service Director for Environment and Climate Change at Kirklees Council (on an interim basis until an appropriate independent chair can be identified), the partnership group will meet quarterly and be made up of pledgers who represent partner organisations, the community, and Kirklees Council.

The partnership group will be indicatively structured across four sub-groups which align with the four core themes of the strategy. Each sub-group could contain four leads who will sit on and report into the partnership group:



The scope of these lead roles are as follows:

- **Partner Lead:** A member of a partnership organisation, they will provide technical direction and oversight for their theme.
- **Community Lead:** A representative of a community group or a Kirklees resident, they will focus on the ‘Always on’ priorities in relation to their theme.
- **Council Lead:** A Kirklees Council employee who represents a relevant service area to their theme, they will help co-ordinate the sub-group and the annual monitoring, evaluation, and reporting process.
- **Democratic Lead:** A Kirklees Council Ward Councillor who acts as a democratic representative for the associated theme.

Each of the sub-groups will be made up of pledgers, those who sign up to the partnership pledge, whether individual residents or representatives of organisations, businesses, agencies, and community groups.

RESOURCING THE STRATEGY

This top-tier strategy for Kirklees is an ambitious one, and a clear question to be answered is ‘how will it be resourced’?

This is both a critical and a common question for local authorities, many of which have declared climate or nature emergencies but are also working within the context of over a decade of budget cuts and austerity, exacerbated by strains brought about through the Covid-19 pandemic. According to the Local Government Association (LGA) this key issue of how to fund climate action is one of their member’s major concerns.

Help is available and blending diverse resource streams to meet the challenge is possible. The LGA itself has comprehensive ‘green ambition’ advice for local authorities on financing their sustainability commitments. Also, the 3Ci Commission on climate investment is developing a new model focused on how to invest in Net Zero.

More widely, there are many innovative (and mainstream) ways to resource the measures from both the public and private sector, outlined in this strategy, some of which the Council already adopts including:

- Co-funding with a Combined Authority or National Government
- Public-Private Partnerships, particularly with property sector
- Leveraging spend on other programmes (e.g. infrastructure, transport, housing).
- Recirculating cost savings in areas such as reduced energy use
- Accounting for local economic impact of co-benefits (e.g. jobs created or better health outcomes).
- Pursuing major national funding programmes (e.g. Social Housing Decarbonisation Fund, Public Sector Decarbonisation Scheme, Levelling Up, Nature for Climate).
- Major programmes exploring the Public Works Loan Board and UK Infrastructure Bank.
- Procurement value added (e.g. through Social Value frameworks).
- Section 106.
- Retained Business Rates for sustainable business programmes.
- Town or city-centre based work within budgets of Business Improvement Districts.
- Biodiversity offsets, net gain, and natural capital accounting.
- Co-delivery through utility funds for land management.
Nature-related financial disclosures from private sector partners to support strategic aims.
- Green Bonds, Community Investment Bonds, and debt finance.
- Levy mechanisms which can directly fund sustainable projects.

With so many schemes and resources available, having a well set-out and clear strategy for action such as this one makes bidding for resources faster and more efficient.

MONITORING, EVALUATING AND REPORTING OUR PROGRESS

This strategy is a high-level framework to help inform and provide direction for action, much of which will sit underneath this document, within action plans and associated documents that are developed and delivered by organisations and business (including Kirklees Council) across the district.

We will monitor, evaluate, and report progress against the ambition within the strategy via the following mechanisms:

- Quarterly 'Environmental Strategy Partnership Group' meetings to share best practice, facilitate networking and updates on reporting.
- Annual data collection and subsequent reporting against the ambition of this strategy (targets and objectives).
- Collation and advertisement of case studies, sharing of best practice.

As part of the pledging process for this strategy, pledgers commit to participating in this monitoring and evaluation process.

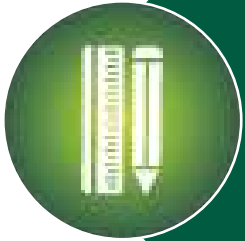
ACKNOWLEDGEMENTS

Thank you to all who shared their vision, ambitions, and opinions, donating your time to help co-develop this strategy to achieve a better, more environmentally sustainable Kirklees.

A special thank you to [Creative Concern](#) for facilitating our co-design journey, and for [Support To Recovery](#) for helping engage local community groups.

APPENDIX A: OUR CO-DESIGN JOURNEY

This appendix outlines the work undertaken as part of the co-design process to develop the 'Environment Strategy: Everyday, Life' for Kirklees.



Tailored for Kirklees

- Partners asked for the Environment Strategy to take a 'tailored for Kirklees' approach, rather than follow an existing technical off-the-shelf model, to enable the unique characteristics of Kirklees and its people, to stand out.



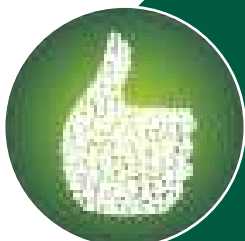
Designed with, not for

- Involving 1,039 residents and 549 representatives of partner organisations, businesses, institutions and community groups across Kirklees.
- Partners were engaged with on multiple occasions, helping evolve the content over time to deliver a strong, ambitious, and successful strategy for all.



Engage those that haven't yet had their say

- We engaged community groups from across Kirklees who are not commonly involved in the process of helping create a Kirklees-wide strategy. We gave everyone a voice, developed relationships and sought to incorporate a wider variety of perspectives.



It's got to be about everyday, life

- Partners emphasised how the strategy and its targets need to be simple, accessible, relatable, tangible and meaningful.
- The focus needs to be on collective action – making people and organisations feel engaged, included and accountable.

KIRKLEES COUNCIL ENGAGEMENT

Sitting as Kirklees Council's fourth top-tier strategy, the 'Environment Strategy: Everyday, Life' provides a mandate for all council activity to implement its vision and ambitions, so environmentally sustainable practice becomes the business-as-usual approach. Therefore, it has been imperative for Council Colleagues and Elected Members to be included within the co-design journey of the strategy, to create buy-in and ownership of what it is aiming to achieve.

Figure 1 below outlines the steps taken on this co-design journey (excluding the governance/decision making process to approve the strategy).

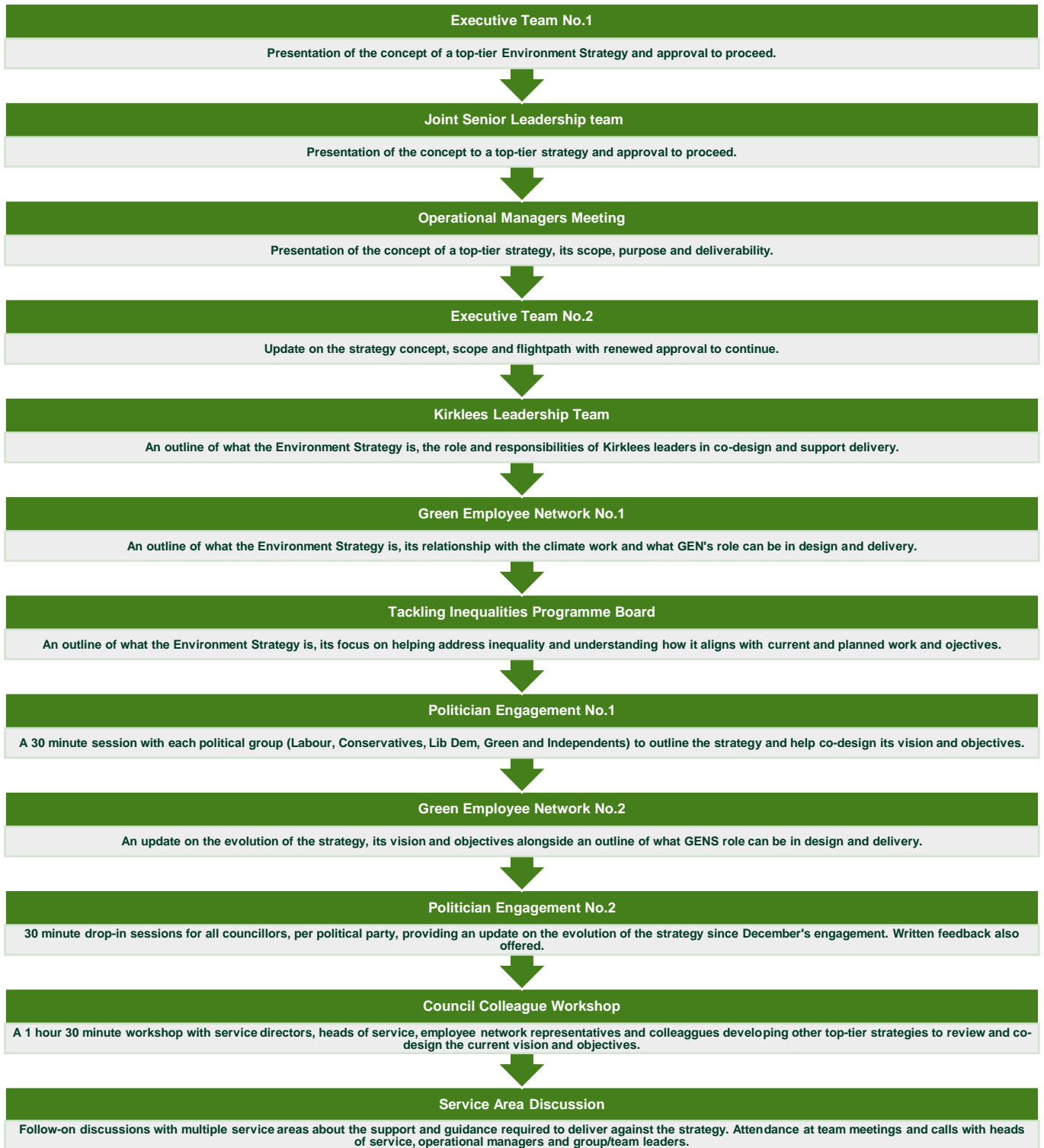


Figure 1: The co-design journey for Kirklees Council Colleagues and Elected Members

PARTNERS

The ‘Environment Strategy: Everyday, Life’ is a partnership document at its core. Embarking on a clearly communicated co-design journey with partner organisations, businesses, institutions, agencies, and residents is essential to the success of the strategy.

Figure 2 below outlines the steps taken on this journey. Steps 1, 2, 3, 5, 8 and 9 (dark blue) were dedicated to the Kirklees Climate Commission; the other steps involved all other partners (green).

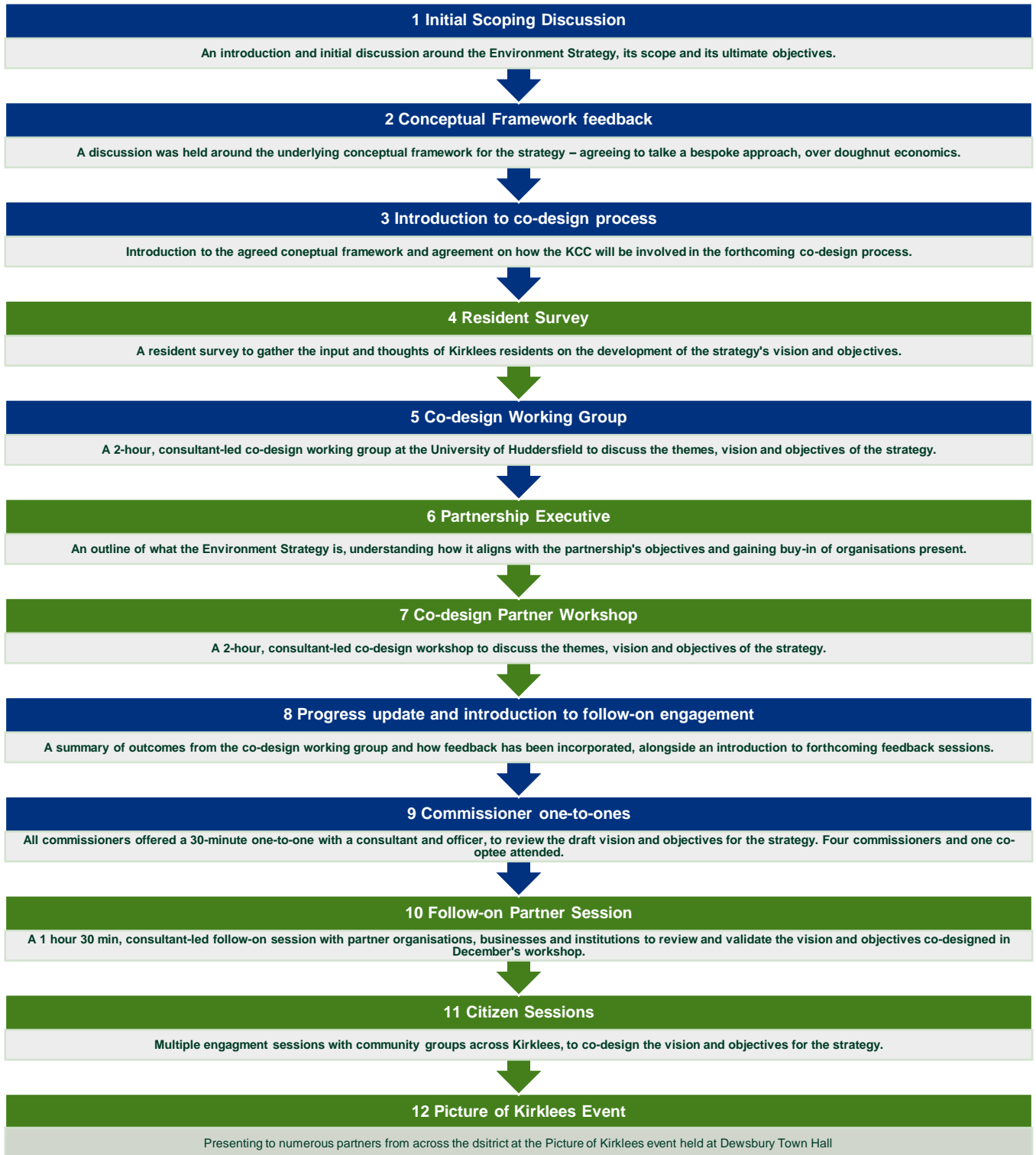






































Figure 2: The Co-design journey of the strategy with internal partners

APPENDIX B: 'OUR TARGETS' PLAN ON A PAGE

Our targets	'Always-on' priority	Who could pledge to this target?	More about this target...
 <p>1 Zero avoidable waste by 2038.</p>			<p>'Avoidable waste' refers to the things that we throw away that could have been prevented or avoided in the first place. It's the things we discard that still have value or could have been used more efficiently. Examples of avoidable waste include the food we throw away because it's gone bad before we could use or sell it, or designing out avoidable waste in our manufacturing and industrial processes - making them more efficient and less resource intensive.</p>
 <p>2 Growing the sharing economy in Kirklees to be a national leader.</p>			<p>The 'sharing economy' is about sharing resources, like cars, bikes, skills and equipment. It's focused on making more efficient use of these resources, whilst saving money and reducing waste. Examples include passing un-wanted clothing on to others rather than throwing it away, using tool libraries to borrow a drill rather than buy a new one, the use of car clubs, or community spaces that have multiple uses i.e. village halls used for exercise classes and makers markets.</p>
 <p>3 Nature in Recovery by 2030.</p>			<p>Nature recovery is the journey our district undertakes to enhance the health of our landscapes, wildlife and habitats by restoring them naturally. These areas have suffered damage or harm from things like pollution, deforestation and climate change. Activities include protecting wildlife and planting forests. Nature recovery is important because it helps protect the environment and keep ecosystems working properly - ensuring that we have clean air, water and places to enjoy nature.</p>
 <p>4 All degraded peatland to be in restoration by 2038.</p>			<p>Peatland is one of Kirklees most precious natural habitats and is located in areas such as Marsden Moor and Holme Moss. Unfortunately, a lot of our peatland has been damaged or deteriorated over time due to human activity or changes to our weather and climate. Restoration is about returning the peatland back to its original state or condition, so the services it provides our communities can be enhanced - such as helping protect us from flooding, improving local water quality, storing carbon and supporting local biodiversity.</p>
 <p>5 Increase Kirklees tree canopy cover to 21% by 2050.</p>			<p>Tree canopy cover looks at the amount of ground area in the district covered by branches, leaves and stems from trees as viewed from above. This target is designed to ultimately increase the amount of trees within Kirklees. Tree canopy cover is important as it provides shade and helps regulate local temperatures in hot weather (especially in our towns and villages), provides a home for birds and other animals, whilst also helping to clean the air we breathe and absorb carbon dioxide.</p>
 <p>6 All people who live work and study in Kirklees to have access to high quality green and blue and space within 5-10 minutes / 500m walk by 2038.</p>			<p>'Access to green and blue space' simply means having easy ways for everyone in Kirklees to get to natural areas like parks, forest, gardens and bodies of water such as lakes, rivers and reservoirs. When we talk about access, we're talking about making sure everyone has the opportunity to enjoy and spend time in these natural areas due to their benefits for our physical and mental health and wellbeing.</p>
 <p>7 Good buildings - all buildings in Kirklees to be energy efficient, at a minimum of EPC C by 2030.</p>			<p>Buildings are where we live, work, socialise and relax. This target is about improving the quality of those buildings to ultimately reduce how much energy they take and money they cost to run. EPC stands for Energy Performance Certificate. These are the nationally recognised way by which we grade the energy efficiency of our homes - they show how much energy the building uses and give it a rating from A to G, A being the best, G the worst.</p>
 <p>8 Net Zero Energy supply by 2038.</p>			<p>This target focuses on how we can reduce the greenhouse gas emissions we produce when generating the heat and electricity we use. When we talk about 'net zero' we're aiming to produce as much clean, renewable energy (like solar or wind power) as we consume. We can do this by using energy more efficiently, investing in renewable sources and finding ways to offset any remaining emissions. We ultimately want to find a balance where the energy we use doesn't harm the planet and we're not using more energy than we can sustainably produce.</p>
 <p>9 Sustainable neighbourhoods programme launched by 2026.</p>			<p>Sustainable neighbourhoods is all about making our neighbourhoods healthier, happier, safer and more sustainable for everyone who lives there, now and in the future. The focus is on making it easier to walk, wheel or cycle around, improving public transport connections and creating places where people can gather and connect with each other. It's about making sure that the way we live, work and play in our neighbourhoods helps everyone who lives there to have a good quality of life, whilst not impacting our natural environment.</p>
 <p>10 60% of journeys within Kirklees to be Sustainable Journeys by 2030.</p>			<p>Sustainable journeys are about finding ways to travel that are good for the planet and our health, without compromising on cost or convenience. This involves making choices that reduce our impact on the planet, whilst still getting where we need to go. Examples might be to choose electric cars over petrol / diesel if you can afford too, choosing to cycle or walk / wheel for shorter journeys if you're able, or using public transport like trains and buses where feasible.</p>
 <p>11 100% of fleet vehicles to be zero carbon by 2038.</p>			<p>Applicable to businesses and organisations with a vehicle fleet, this target is about having a fleet of vehicles which don't produce carbon emissions when they are being used. This can be achieved by replacing diesel / petrol cars with electric or other alternative fuels that don't produce harmful emissions. This will help improve the air quality of the areas where these fleets operate, whilst reducing the carbon footprint of the organisation or business.</p>
 <p>12 All of Kirklees homes to be within 1km of public transport connection point via safe pedestrian route by 2038.</p>			<p>Simply put, this target is about having easy ways to access public transport connection points like bus stops or train stations. We want to make it more convenient for residents to use public transport to get around. A 'safe pedestrian route' is a path or a way for people to walk or wheel to and from these connection points - making it easy and safe for them to do so.</p>

APPENDIX C: KIRKLEES COUNCIL PLAN 2024/25

Our Council Plan 2024/25 has an overarching vision for Kirklees to be:

A district that combines a strong, sustainable economy with a great quality of life – leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives.

This vision is supported by **eight shared outcomes** and **four top tier strategies** with recognition that changes in any one of these outcomes impacts the others. For example, a healthier and thriving environment within Kirklees will improve the wellbeing and health of the population – meaning a stronger workforce and a more sustainable economy – and a sustainable economy means more disposable income to help children to have the best start in life. There are countless other examples.

Our ambition in this strategy is for Kirklees to become an environmentally sustainable place, and we have a **shared commitment to achieve this in a fair and just way**. This means ensuring we maintain a sustainable economy, improving the health and wellbeing of the people who live within Kirklees, while tackling inequalities, guaranteeing the outcomes for local places and communities to be fair and equal.

Our **equally weighted** four top tier strategies are partnership-led. The **Environment Strategy: Everyday, Life** will sit alongside the **Kirklees Health and Wellbeing Strategy**, the in-development **Inclusive Economy Strategy**, and the **Inclusive Communities Framework**.

Collectively, these documents explain where we are at in Kirklees – what our opportunities and challenges are, what we most need to do to improve, and the role partners can play to make this happen. **Success in one strategy depends on the others.**



With a shared sense of purpose, we can bring our collective insight, expertise, and resources together **to achieve greater impact** and make our **local places even better**.

The Councils Eight Shared Outcomes

[Our Council Plan](#) has eight shared outcomes – each of which are addressed by one or more of the four tier strategies in Kirklees. For the Environment Strategy, these shared outcomes are as follows:

Clean and Green

This strategy forms an important part of the Council's overarching Clean and Green shared outcome within 'Our Council Plan 2024/45'.

The objective of this shared outcome is:

People in Kirklees enjoy a high quality, clean and green environment.

Our built and natural environment contributes to people's quality of life and makes the district a more attractive place in which to live and invest. We want to connect people and places, improve air quality and green infrastructure and be resilient in the face of extreme weather events and climate change, as well as helping people reduce waste and recycle more.

Shaped By People

Shaped by People is a shared goal, created by our citizens. It was introduced as a foundational shared outcome in 'Our Council Plan 2024/25' (see www.Kirklees.gov.uk/ShapedByPeople). Shaped by People describes how people in Kirklees want things to be in the future. It's about enabling more people to come together to make local places even better, through the shared aspiration that:

We make our places what they are.

This sense of personal agency in the places where we live, work and study is important for the natural environment we call home. By enabling more of this to happen, we can help our environment to thrive.

We have co-developed the vision and ambitions of this strategy in partnership with people who live, work or study in Kirklees. Through a series of engagement activities, we worked with residents, local organisations, agencies, and businesses, enabling them to shape the environmental ambition for our district.

If we are to successfully deliver and achieve this ambition, we must continue to work in partnership, sharing power with all people, organisations, and businesses. By doing this, we can all make a positive change to our environment. We've been told many times during our co-creation process that a culture shift is needed on the environment for Kirklees. This can only happen if the vision has been Shaped by People.

Our shared commitment to Shaped by People means that through the delivery of this strategy, our work will help more people feel inspired to take part, give people confidence to act, help people feel included, respected, and listened to, and help people get to know others in their communities well. We will continue to enable and encourage individuals from all backgrounds, and from all our local places, to share their experiences, ideas, and solutions.

To ensure this strategy's work is shaped and powered by people who live, work and study in Kirklees, we will also be guided by our '**Working Alongside**' shared values (see www.WorkingAlongside.org.uk and the [Kirklees Inclusive Communities Framework](#)):

- Recognise everyone.
- Involve others early.
- Recognise we are coming from different places.
- Work on mutual trust.
- Grow mutual confidence.
- Be flexible with each other.
- Take courage from kindness.
- Share with each other.
- Be open and honest.
- Listen with curiosity.
- Be flexible in our approaches.
- Learn by doing

APPENDIX D: SAMPLE STATE DATA PER THEME

This Appendix provides a summary of baseline data for each of the four core themes; helping provide context to the targets and objectives outlined within our strategy.

More detailed state data is expected to be provided in the “how we are going to achieve this” plans, policies and strategies which will sit beneath the strategy.

CLOSING THE LOOP

The latest data for local authority collected waste in Kirklees, as published by the Department for Environment, Food & Rural Affairs for 2020-21, is outlined in Table 1 below.

Table 1: Local Authority collected waste generation data and National Average Data for England from April 2020 to March 2022. EfW = Energy from Waste

Area	Landfilled	Incineration with EfW	Incineration without EfW	Recycled-Composted
Kirklees	11.6%	64.2%	0.5%	25.3%
England Average	7.8%	47.7%	0.5%	41.4%

The updated [Kirklees Council Resource & Waste Strategy 2023](#) has a target to achieve a recycling rate of at least 70% at household waste & recycling centres by 2030, recycle at least 65% of municipal waste by 2035 and achieve a 95% diversion from landfill rate by 2030.

There is currently no data which provides information on the sharing economy within Kirklees.

NURTURING NATURE

Kirklees covers a land area of 40,860ha, of which 11.2% (4,569ha) sits within the Peak District National Park. The 2022 land-use statistics for Kirklees, outlined in Table 2, show the extent of our existing natural environment, which covers 25.8% of land-area within Kirklees. Importantly, 42.1% of our land is used for agriculture, with outdoor recreational spaces occupying 3.31%.

Table 2: Land-use statistics for Kirklees, 2022 (Department for Levelling Up, Housing and Communities)

Land-use Type	Area of Land (Ha)	% of Total Kirklees Land Area
Forestry and Woodland	3,934ha	9.6%
Natural Land	4,002ha	9.8%
Rough Grassland	2,599ha	6.4%
Agricultural Land	17,208ha	42.1%
Outdoor Recreation	1,355ha	3.31%
Residential Gardens	4,184ha	10.2%

Through the local plan, there is also land designated or protected for biodiversity importance in Kirklees as seen in Table 3 below.

In 2022/23 the total land area of biodiversity importance in Kirklees is 6,506ha (which does not include double counted land with more than one designation i.e., ancient woodland that is also a Site of Special Scientific Interest (SSS)).

Table 3: Land Designated or Protected for Biodiversity Importance in Kirklees (Kirklees Council Local Plan Authority Monitoring Report 2022/23)

Designated or Protected Category	2020/21 Area of Land (Ha)	2021/22 Area of Land (ha)	2022/23 Area of Land (Ha)
Site of Special Scientific Interest	4,845	4,845	4,845
Local Wildlife Sites	1,187	1,187	1,187
Local Geological Sites	83	83	83
Ancient Woodlands	1,083	1,083	1,083
Habitats of Principal Importance	Not Available	Not Available	Not Available

A distinct characteristic of Kirklees’ natural environment is its rarest habitat – peatland. Inventoried in January 2022 by Moors for the Future Partnership, this ecosystem covers approximately 7,900ha. When in good condition, this provides a huge number of benefits to the district and the people who live, work, study, and visit here – storing carbon; improving water quality; helping to reduce the impacts of flooding; and supporting a rich variety of plants and animals.

As outlined in Table 4, Kirklees has 4,230.91ha of deep peat and 3,711.09ha of wet peat. Wet peat is classified as being in good condition, whereas all the deep peats (otherwise known as blanket bogs) are degraded to some degree.

Table 4: Total amount of peat, by type, in Kirklees (Kirklees Peatland Inventory Report – January 2022).

Peat Type	Land Area (Ha)
Deep Peat (over 40cm deep):	4,230.91
Wet Peat (10 to 39cm deep)	3,711.09
Total Amount of Peatland:	7,942

On the flip side, without the continued protection and restoration of this ecosystem, Kirklees’ peatland will generative negative impacts, with the potential to emit ~77,000 tonnes of CO₂ per year, which is equivalent to driving a Ford Focus 20 miles every day, every year, for 38,500 years.

Peatlands Explained

Peatland covers around 12% of the UK land area. It is made up of three broad types - Blanket Bog; Raised Bog and Fen. Ultimately peatland is carbon-rich wetlands, made up of peat soil – formed by partially decayed material that is slowly built up, and natural vegetation such as mosses, sedges, and shrubs.

For more information on peatlands and why they are important, see the Peatland factsheet.pdf (ceh.ac.uk).

As part of the White Rose Forest initiative, Kirklees has access to BlueSky tree canopy cover data, which provides an understanding of the land area (ha) that has tree canopy cover across the district, which is outlined in Table 5. As of 2023, Kirklees has 15.17% tree canopy cover.

Table 5: Current % of Tree Canopy Cover for Kirklees (BlueSky Tree Canopy Cover Data 2023)

Kirklees	Current Tree Canopy Cover In 2023 (Ha)
Total Area	40724.72
Canopy Cover	6178.75
Percentage Coverage	15.17

Based on an indicate, high-level analysis undertaken by the Kirklees GIS team, 99.7% of residential properties within Kirklees lie within 500m of green space, blue space, or public rights of way (PROW) within 500m of their homes. Figure 3 portrays the analysis – with the purple overlay acting as the 500m buffer zone around the green and blue spaces mapped.

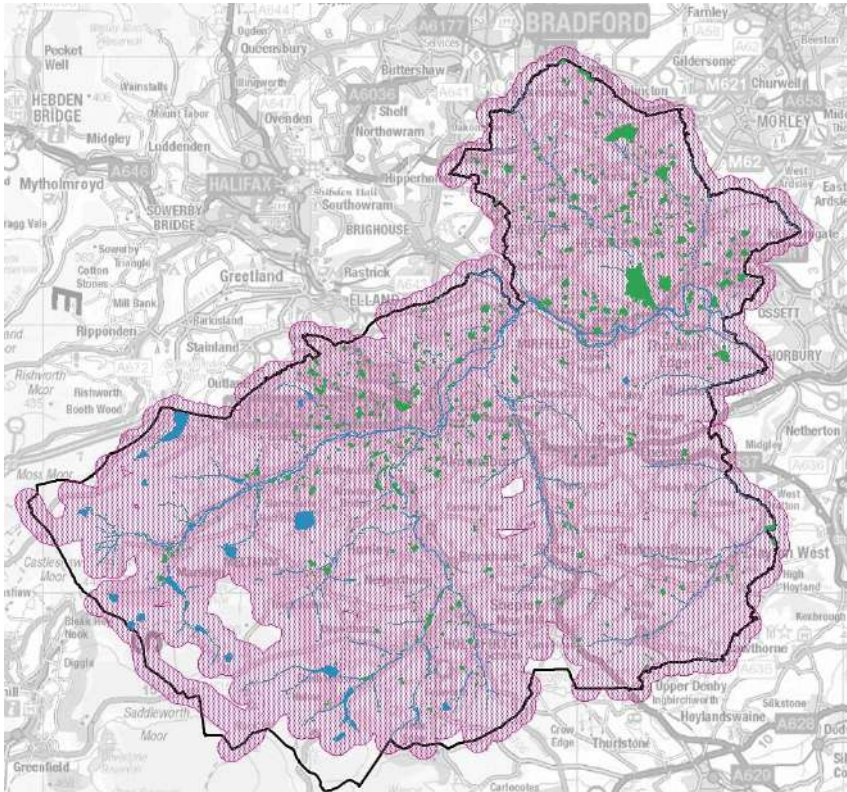


Figure 3: Map of Kirklees showing the 500m buffer zone (purple) around accessible green and blue space (Kirklees GIS Team - November 2023). This is based on the “OS Public Greenspaces” dataset and the “Water Features Attribute Management” dataset – which may differ from those used in Local Planning policy by Kirklees Council.

BRINGING IT HOME

As of 2021, the Government's [sub-regional fuel poverty data](#) shows that Kirklees has 182,834 households, 17.3% of which are classified as ‘fuel poor’. This is 0.5% higher than for West Yorkshire as a whole.

‘Fuel Poor’ Explained

A household is considered fuel poor if they are living in a property with an energy efficiency rating of band D or below and when they spend the required amount of time to heat their home, they are left with the residual income below the official poverty line.

For more information, visit [What is Fuel Poverty? | National Energy Action \(NEA\)](#).

EPCs Explained

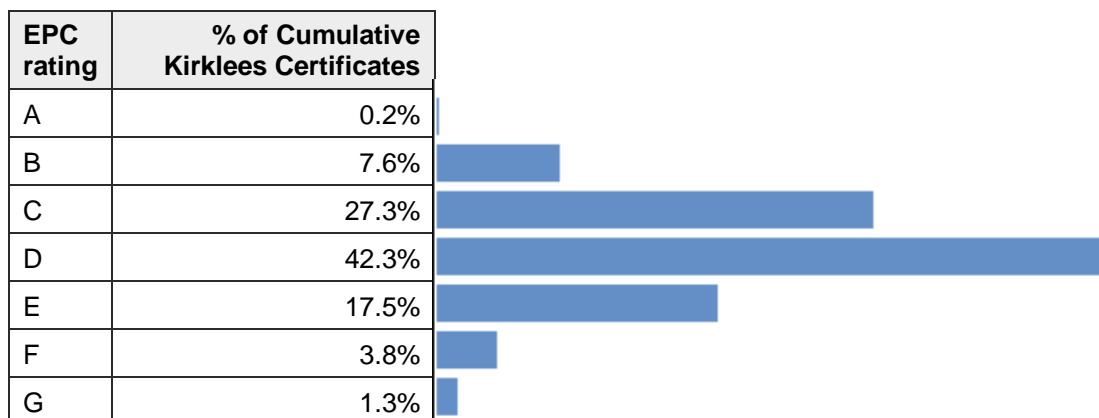
Energy Performance Certificates (EPCs) tell you how energy efficient a building is and give it a rating from ‘A’ (very efficient) to ‘G’ (inefficient). They’ll tell you how costly it will be to heat and light your property, and what its carbon dioxide emissions are likely to be, alongside providing possible recommendations for how the rating can be improved.

For more information, visit [the Guide to Energy Performance Certificates - Energy Saving Trust](#)

Kirklees has a total of 160,395 EPC registered for residential properties with the Department for Levelling Up, Housing and Communities (cumulative figure).

In total, 35.1% of these residential EPCs are rated C or above. The EPC rating with the largest percentage is D, at 42.3%, which is below our headline target objective of a C.

Table 6: Percentage of Kirklees households organised by EPC Rating. Department for Levelling Up, Housing & Communities - Energy Performance of Buildings Data, 28th February 2023



As a district, Kirklees used 4,993.62 GWh of energy (heating and electricity) in 2021. Based on the UK Energy Brief Data, only 12% of this consumption has been generated by renewable energy sources.

From an organisation perspective, 30.4% of Kirklees Councils 2022/23 energy use (heat and electricity) was generated by renewable sources.

KIRKLEES ON THE MOVE

As of April 2022 in Kirklees, 99.1% of the residential dwellings across the district are within a 500m radius of public transport options – with 97.5% within 500m radius of routes with one or more bus per hour.

In Kirklees, we have 2,129km of local access footways, ~44km of cycle lanes and ~52km of cycle routes, compared to a total of 2784km of road network (from motorway to local road).

Commuter data for Kirklees in 2021 and 2022 is broken down in Table 7 below. For 2021, 38.9% were classified as ‘zero carbon commuters’, whereas for 2022 this has reduced to 29.8%. The cause of this reduction is due to the shift in working at home to working in the office as we recover further from the Covid-19 pandemic. If you exclude those individuals who work from home, the figures are significantly reduced, being 12.6% for 2021 and 20.6% for 2022 – showing an annual increase in sustainable transport modes by 8%.

Table 7: Commuter Data for Kirklees, 2021 and 2022. Mobility ways, February 2023.

Mode	Year	Work at Home	Walk/Run	Cycle	Bus/Coach	Tube/Metro/Tram	Train	Motorcycle	Lift sharing	Drive Alone	Taxi	Other
% of Kirklees population	2021	26.3%	7.1%	0.7%	3.7%	0.0%	1.1%	0.3%	4.9%	53.1%	1.8%	1%
% of Kirklees population	2022	9.2%	9.3%	0.9%	7.7%	0.0%	2.7%	0.7%	12.8%	55.39%	0.9%	0.4%

As of October 2023, Kirklees Councils Electric Vehicle Fleet was 6.9% of total Council fleet.

APPENDIX E: IDEAS BOARD FOR ACTION

Below is an ideas board for actions that would contribute to achieving our environmental ambitions, as mind mapped during the co-design process by partners and stakeholders.

These ideas should be treated as quotes taken directly from the workshop, so contain elements of technical language used by participants.

We have included this ideas board as inspiration for subsequential action. It is not an agreed list of actions that has been committed too by partners of this strategy.

Table 8: A list of potential ideas, suggested by partners in the co-design process, for action to achieve our environmental ambition. SED = Sustainable Economic Development, RF = Resilience Futures, E4A = Environment for All.

No.	Idea	Theme	Always-On	Targets
1	<i>Look at micro-scale hydro generation potential for waterways in Kirklees.</i>	Bringing it Home	SED, RF	8
2	<i>Build genuinely affordable net zero new houses with low carbon heating and power generation technologies i.e. heat pumps, solar PV, and hot water.</i>	Bringing it Home	SED, RF, E4A	7, 8
3	<i>Refurbish the Council housing stock so that they are energy efficient and use low-carbon sources of heat such as air source heat pumps.</i>	Bringing it Home	RF, E4A	7
4	<i>Develop a Sustainable Food Plan that has a radical new level of ambition of local food production, waste and resilience.</i>	Closing the Loop	SED, RF, E4A	1, 2, 3
5	<i>Encourage industrial symbiosis.</i>	Closing the Loop	SED, RF	1
6	<i>Establish an innovative mattress recycling or re-purpose programme.</i>	Closing the Loop	SED	1
7	<i>Have a comprehensive Climate Adaptation Plan for the Region.</i>	Cross-Cutting	RF, E4A	
8	<i>Further develop educational programmes for behaviour change and culture shift to more sustainable society.</i>	Cross-Cutting	E4A, RF	All

9	<i>Calculate and communicate how much it would cost residents, and the district in the future, if we do not act on climate change.</i>	Cross-Cutting	RF, SED, E4A	
10	<i>Encourage car share schemes.</i>	Kirklees on the Move	E4A	10, 11
11	<i>Install more on-street charging infrastructure.</i>	Kirklees on the Move	E4A	10, 11
12	<i>Pilot car free streets for 1 day a year in urban centres.</i>	Kirklees on the Move	E4A	9
13	<i>Incentivise more e-delivery cycling schemes via Cargo Bikes, such as 'Holme Delivery'.</i>	Kirklees on the Move	SED	10
14	<i>Create an interchange hub at Waterloo to connect smaller rural services with the larger urban bus services.</i>	Kirklees on the Move	SED, RF, E4A	9
15	<i>Create safer and connected active travel routes, such as greenways, or cycle lanes.</i>	Kirklees on the Move	E4A, RF	10, 12
16	<i>Work with West Yorkshire Combined Authority to radically improve bus transport through a new headline transport vision for the region.</i>	Kirklees on the Move	E4A, SED, RF	10
17	<i>Implement a quiet streets programme for all key neighbourhoods across Kirklees.</i>	Kirklees on the Move	E4A, RF	9, 10
18	<i>Develop mobility hubs in Kirklees to achieve greater connectivity between transport modes within Kirklees and regionally.</i>	Kirklees on the Move	SED, RF, E4A	10
19	<i>Revise Local Planning Policy to better support our environmental and climate ambitions.</i>	Nurturing Nature	SED, RF, E4A	All

20	<i>Leverage parks and public greenspaces to greater effect - making them exemplary locations that have multifaceted benefits for nature and people.</i>	Nurturing Nature	RF, E4A	3, 5, 6
21	<i>Develop a maintenance plan for our parks and greenspace such as Allerton Waste Recovery Park in North Yorkshire.</i>	Nurturing Nature	RF, E4A	3, 5
22	<i>Adopt a biodiversity first approach in the Local Development Plan and any supplementary planning document.</i>	Nurturing Nature	SED, RF, E4A	3
23	<i>Fully map Kirklees' Natural Capital, with the view of informing nature recovery plans for the district.</i>	Nurturing Nature	SED, RF	3
24	<i>Develop a rewilding plan for Kirklees.</i>	Nurturing Nature	RF, E4A	3, 4, 5
25	<i>Focus on nature-based solutions in all new infrastructure.</i>	Nurturing Nature	RF	3
26	<i>Protect and restore our peatlands.</i>	Nurturing Nature	RF	4
27	<i>Encourage regenerative agriculture techniques.</i>	Nurturing Nature	SED, RF	3

APPENDIX F: GLOSSARY OF TERMS

Table 9 contains several technical terms that are used throughout this document, accompanied by a definition.

Table 9: A glossary of technical terms used throughout the Environment Strategy.

Term	Definition
Accessible	Something that is easy to reach, understand or use, especially for people with disabilities or limitations. It implies that something is available or can be approached without difficulty, barriers, or obstacles.
Adaptation / Adaptability	The process of an adjustment to actual or expected climate and its effects to moderate harm or exploit beneficial opportunities.
Affordable	Describes something that is reasonably priced or within financial reach for most people.
Air Pollution	The contamination of the indoor or outdoor environment by any chemical, physical or biological agent that changes the natural characteristics of the atmosphere. Pollutants include particulate matter, carbon monoxide, ozone, nitrogen dioxide and sulphur dioxide.
Avoidable	Something that could have been prevented or circumvented if appropriate measures or certain actions had been taken.
Biodiversity Net Gain	Biodiversity Net Gain is an approach to development that leaves biodiversity in a better state than before. Where a development has an impact on biodiversity it encourages developers to provide an increase in appropriate natural habitat and ecological features over and above that being affected in such a way it is hoped that the current loss of biodiversity through development will be halted and ecological networks can be restored
Biodiversity offsets	Measurable conservation outcomes designed to compensate for adverse or unavoidable impacts on biodiversity by projects. These should be done in addition too, not replacement of prevention and mitigation measures.
Climate Change	Refers to a change in the state of the climate that can be identified by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer.
Energy Efficient	The practice of using less energy to provide the same amount of useful output from a service (such as heating water, lighting, or cooling a fridge).
Green and Blue Infrastructure	A strategically planned network of natural and semi-natural areas with other environmental features designed and managed to deliver a wide range of ecosystem services such as water purification, air quality, space for leisure and climate change mitigation and adaptation.

<p>Green and Blue Space</p>	<p>Green spaces include parks, recreation grounds, public or private gardens, playing fields, play areas, woodland, and other natural areas, grassed areas, cemeteries and allotments, green roofs, and green walls, as well public right of ways (PROWS), such as bridleways, footpaths, canal towpaths and disused railway lines.</p> <p>Blue space includes canals, rivers, streams, ponds, lakes, and reservoirs.</p>
<p>Industrial Symbiosis</p>	<p>The collaborative relationship between different businesses or companies within industry. This can be through the exchange of resource – i.e. the waste or by-product of one business, is the raw material used by another. This reduces waste and makes better use of resources.</p>
<p>Natural Capital</p>	<p>Refers to the Earth’s natural resources and ecosystems that provide valuable services to humans and other species. These resources include things like clean air, fresh water, fertile soil, biodiversity, forests, and oceans.</p> <p>Just like financial capital, which we use to invest and create wealth, natural capital is essential for our well-being and survival.</p>
<p>Nature Based Solutions (NbS)</p>	<p>Approaches to addressing environmental and societal challenges by working with nature or mimicking natural processes. Instead of relying solely on traditional engineering or technological solution, NbS harness the power of ecosystems and biodiversity to provide sustainable and cost-effective solutions.</p>
<p>Nature Recovery</p>	<p>The process of returning nature to a previous state or condition after experiencing a setback, regaining health.</p>
<p>Net Zero Emissions</p>	<p>Net-zero emissions are achieved when emissions of greenhouse gases to the atmosphere are balanced by anthropogenic removals.</p>
<p>Peatland</p>	<p>A type of wetland characterised by the accumulation of peat, which is partially decayed organic matter. It forms in waterlogged conditions where the rate of plant growth exceeds the rate of decompositions, leading to a gradual build-up of organic material over thousands of years.</p>
<p>Regenerative Agriculture</p>	<p>A farming technique that focuses on soil health and ecosystem wellbeing. When soils are healthy, it produces more food and nutrition, stores ore carbon and increases biodiversity. An example is crop rotation to prevent soil depletion or contour ploughing.</p>
<p>Resilience</p>	<p>The capacity of social, economic, and environmental systems to cope with a hazardous event, trend or disturbance, responding of reorganising in ways that maintain their essential function, identity and structure.</p>
<p>Rewilding</p>	<p>The large-scale restoration of nature – allowing ecosystems to take care of themselves and thrive without human intervention – restoring habitats, natural processes</p>

Sustainability	The use of resources so that they last a long time and don't harm the environment or future generations.
Sustainable Neighbourhoods	Helping communities in Kirklees achieve a balance between the social, economic, and environmental aspects of sustainability, in line with the unique needs of that community. A sustainable neighbourhood has three key features: a vibrant street life, walkability, and affordability.
Tree Canopy	The amount of ground area covered by branches, leaves and stems from trees as viewed from above.
Vulnerability	The propensity or predisposition to be adversely affected. Vulnerability encompasses a variety of concepts and elements including sensitivity or susceptibility to harm and lack of capacity to cope and adapt.

APPENDIX G: RESIDENT SURVEY KEY OUTPUTS

A resident survey was created and published for comment over a three-week period.

The survey was structured around four original themes, which subsequently evolved into the strategy's current themes and 'Always-on' priorities, because of our co-design journey.

Report title: 'Environment Strategy: Everyday Life'

(Key Words: Environment, Sustainability, Top-Tier, Strategy)

Meeting:	Council 17 th July 2024 (Reference from Cabinet – 9 July 2024)
Cabinet Member:	Cllr Hussain – Culture and Greener Kirklees -
Key Decision	Yes
Eligible for Call In	No
<p>Purpose of Report:</p> <p>To note the contents and ambitions of the 'Environment Strategy: Everyday Life' as developed by a process of co-design with people who live work and study in Kirklees.</p> <p>To seek Council approval for the adoption of the 'Environment Strategy: Everyday Life'</p>	
<p>Recommendations:</p> <p>Following the recommendation by Cabinet on the 9th of July, for Council to adopt the Environment Strategy and delegate authority to the Strategic Director for Corporate Strategy, Commissioning & Public Health, in consultation with the Portfolio Holder for Culture and Greener Kirklees to, it is recommended that Council:</p> <ul style="list-style-type: none"> • Establish the Partnership Pledge and associated monitoring and evaluation process via the Environment Strategy Partnership Group. • Establish the governance structure, associated board and necessary policies and procedures to effectively govern the implementation of the strategy within the Council. • Deliver any future minor alternations for the strategy. • Meet the ambition (targets and objectives) outlined within the 'Environment Strategy, Everyday life.' • Apply for and accept external (i.e., non-council) funding for the implementation of the partnership pledge process and any actions associated with achieving the strategies targets, in accordance with the Council's Financial Procedure Rules. • Collect and analyse data for the monitoring and evaluation of the strategy, with the support of necessary service areas which hold, or have responsibility for collecting this information. <p>Reasons for Recommendations:</p> <p>Cabinet recommend adoption of the strategy by the Council, as to achieve 'Our Vision' and 'Shared Outcomes' outlined within the Council Plan 2024 / 2025, alongside the Council Leaders priority for 'delivering a greener Kirklees and leading on the climate emergency', we need to address the environmental challenges we face. Our social and economic ambitions are all underpinned by the environment – it's the air we breathe, the resources we use, the food we eat, where we live, work, and relax.</p> <p>Cabinet recommend delegating authority to the relevant Strategic Director to help translate the strategy from paper into on-the ground action and impact. These steps are necessary to effectively embed practices into Council operations, track progress against the ambition of the strategy whilst influencing, guiding, and encouraging partners across the district to take action.</p>	

Resource Implication:

There is no direct capital investment associated with this strategy.

The management and delivery of the strategy will require dedicated human resource within the Council. In-light of on-going budget challenges, the utilisation of existing resource and obtaining external funding to 'capitalise' this capacity is being considered.

The strategy will also help coordinate the existing internal and external resources currently being used for environmental workstreams, enabling us to maximise resource efficiency through the identification of gaps and the duplication of effort.

Date signed off by Strategic Director & name:

Rachel Spencer-Henshall, Strategic Director, Corporate Strategy, Commissioning and Public Health – 13th of February 2024.

Is it also signed off by the Service Director for Finance?

Kevin Mulvaney, Service Director Finance (S151 Officer). 27th of June 2024

Is it also signed off by the Service Director for Legal Governance and Commissioning?

Samantha Lawton Service Director, Legal, Governance & Commissioning. 18th of June 2024

Electoral wards affected: All

Ward councillors consulted: All ward councillors were consulted via their political party group meetings on two occasions: December 2022 and March 2023. More details on this consultation can be found in Appendix 1 to this report.

Public or private: Public

Has GDPR been considered? Yes

1. Executive summary

1.1. Context to the strategy:

The 'Environment Strategy: Everyday, Life' is a high-level framework to help inform and provide direction for action across the district, not just within Kirklees Council.

This strategy does not just look at climate change, but the broader environmental picture – addressing the ecological and the climate emergencies, whilst tackling social and economic challenges through environmental action.

It is a reflection of the people who live work and study in Kirklees, having been developed via a process of co-design, involving 1039 residents and 549 representatives of partner organisations, businesses, institutions, and community groups across Kirklees.

Partners were engaged with on multiple occasions, helping evolve the content over time to deliver a strong, ambitious, and successful strategy for all, that is both realistic and achievable.

1.2. What is the strategy's ambition?

The strategy's vision is to: *"Make the environment a priority in all decision-making, whether big or small. We want to harness the power of the natural environment to enhance the lives of the people who live work and study in Kirklees, fostering healthy, happy, and better-connected communities."*

This vision is encompassed within four themes, which contain 12 headline targets and 31 wider objectives, all underpinned by our three always-on priorities. (see Appendix 1 to this report for detail).

1.3. Why is the strategy needed?

The environment underpins everything. Our survival and wellbeing depends, either directly or indirectly, on our natural environment. It is our home. It gives us the air we breathe, places to relax and resources for our businesses and jobs. To achieve the social and economic ambition of our Council Plan 24/25 and the other top tier strategies, we must also tackle environmental issues.

Addressing environmental sustainability is also what people who live work and study in Kirklees told us matters to them - they care about those broader environmental issues and its day-to-day problems.

This strategy builds upon the Climate Emergency declared by Kirklees in 2019 and will help address the Council Leader's key priority for the Council in "Delivering a greener and healthier Kirklees and leading on the climate emergency" by taking a bigger picture approach to environmental issues. Reducing our carbon emissions and building resilience to severe weather events are a vital part of this strategy, but it also factors in the ecological emergency and how we can use environmental action to tackle broader social and economic challenges.

This strategy also helps to address key environment targets set by national government, such as the Environment Act 2021, whilst also laying foundations within Kirklees Council for the impending legislative reporting requirements on biodiversity, as set out in the 2023 update to the Natural Environment and Rural Communities Act 2006.

1.4. What will the impact of this strategy be?

By tackling all our environmental challenges, we can improve the health, wealth, and happiness to our residents.

The strategy is structured by four themes ('Closing the Loop', 'Bringing it Home', 'Nurturing Nature' and 'Kirklees on the Move') which represent the areas and activities where action and change would have the biggest positive impact on our environment, society, and economy.

Our three-always on priorities ('Sustainable Economic Development', 'Resilient Futures', 'Environment for All') represent the benefits that can be experienced by taking environmental action.

This strategy will help develop a greater resilience of our people and places to future challenges, a just transition with a focus on equity, make the environment accessible to all.

It will also help save people money, which is more important than ever given the heightened need for greater energy resilience and the resultant impact this has on people's wallets.

2. Information required to take a decision.

2.1. Background

The Strategy is one of the council's four top-tier strategies, sitting alongside the Kirklees Health and Wellbeing Strategy, the Inclusive Communities Framework, and the Inclusive Economies Strategy.

Each of these top-tier strategies support the others to achieve the overall vision of the Council Plan 2024/2025. Success in one, translates into success in another.

This strategy is also key in helping achieve the ‘Clean and Green’ shared outcome within ‘Our Council Plan 2024/25’, which aims to “Ensure people in Kirklees experience a high quality, clean, sustainable and green environment”.

Furthermore, this strategy is also fundamental in achieving one of the Council Leader’s key priorities for the Council – “Delivering a greener and healthier Kirklees and leading on the climate emergency”.

2.2. Cost breakdown

To effectively manage and embed this strategy within Council operations, dedicated human resource within the Council will be required. In-light of on-going budget challenges, the utilisation of existing resource and obtaining currently unidentified external funding to ‘capitalise’ this capacity is being considered.

The strategy also aims to co-ordinate existing resource and actions across partners and within the Council, maximising resource use and community capital.

The approval of this strategy will not result in a direct need for capital investment.

Action that stems from this strategy – delivered through the action plans and policies that will feed into it, will also focus on cost-positive measures (ultimately action that saves or even generates residents and the Council money), alongside cost-neutral (i.e. invest to save action).

2.3. Timescale

The strategy sets ambitious targets with dates to drive progress. While some of these targets extend to 2038 and 2050, it will be essential to establish interim / steppingstone targets that reflect the urgency of immediate actions and facilitate effective monitoring of progress. These interim / steppingstone targets will be incorporated within the associate plans, policy and strategies that sit beneath the top tier Environment Strategy.

By implementing both long-term targets and interim milestones, we can effectively drive progress towards the ultimate vision of environmental sustainability in Kirklees, whilst tracking and evolving our approach along the way to ensure maximum effectiveness.

The timeframe of the decision-making pathway for the Strategy through Kirklees Council governance is set out in section 6 of this report.

2.4. Expected impact/outcomes, benefits & risks (how they will be managed)

The positive impacts and outcomes from this strategy include:

- Improved physical and mental health and wellbeing for our residents, as the Strategy promotes a cleaner and healthier environment.
- The creation and development of green jobs, fostering economic growth while ensuring a sustainable workforce equipped with green skills and knowledge.
- Enhanced social engagement, cohesion, and inclusivity across all our communities and places. The Strategy aims to create spaces and initiatives that bring people together, fostering a sense of belonging and unity.
- Inspiring and empowering our young people, providing them with opportunities to actively engage in environmental initiatives and becoming champions of sustainability.
- Establishing a renewed reputation for our district as a green leader, where our actions speak louder than words. This will enhance our standing among other communities and attract attention as a place committed to sustainable practices.
- Saving people money, addressing fuel poverty, and offering value for money in delivery.
- Co-ordinating and bringing together environmental activity across Kirklees, bringing people together under a shared vision, focusing work, generating maximum value and impact for the district.

Through the careful management of risks and proactive measures via the monitoring, evaluation and reporting process outlined within the strategy, any potential risks associated with implementing the strategy will be effectively mitigated.

2.5. Evaluation

As detailed within the strategy, the delivery of its ambition (targets and objectives) will be monitored and evaluated through a pre-agreed process, involving partners via the Environment Strategy Partnership Group.

2.6. Sustainability

Sustainability lies at the heart of this strategy, driving its vision and objectives. The strategy recognises that addressing environmental sustainability in Kirklees goes beyond just minimising negative impacts. Instead, it focuses on maximising the wider co-benefits that sustainable practices bring to our community.

The vision, themes, and targets are firmly grounded in the principles of sustainability. They are designed to create a balance between environmental, social, and economic considerations. By aligning with the three always-on priorities of sustainable economic development, resilient futures, and environment for all, the Strategy ensures a holistic approach that promotes long-term sustainability.

2.7. Services & agencies involved.

The development of this Strategy has been a collaborative and inclusive journey, involving council colleagues, elected members, the Kirklees Climate Commission (KCC), partner organisations and community groups.

This collaborative approach fosters a shared sense of responsibility and ownership, whilst ensures that all voices are heard, and that the Strategy reflects the diverse perspectives and expertise within our community.

In total, the co-design process incorporated 1039 residents and 549 representatives of organisations, involving 14 separate occasions of engagement with Council Colleagues and Ward Councillors, 8 with the Kirklees Climate Commission and 9 with residents.

Implementing the Strategy will require concerted efforts from all sectors of the council, as well as active participation from local businesses and residents. It is through this collective action that we can drive meaningful change, promoting sustainable practices, and nurturing a thriving and resilient Kirklees for current and future generations. We need to work together to make a lasting and positive impact on our environment and community.

3. Implications for the Council

3.1 Working with people

This strategy is a partnership document at its core and recognises that we all have a part to play in delivering successful environmental sustainability. That is why the development of this strategy has been centred around a co-design process, involving the people who live, work and study in Kirklees, enabling the targets and objectives to be a reflection of the thoughts and ambitions of Kirklees in the round.

Our commitment to 'Shared by People' has meant that we have actively sought input from the people of Kirklees to help shape this Strategy and we have followed the 'Working Alongside' and the 'Kirklees Inclusive Communities Framework' guidance.

3.2 Working with partners

As a continuation of our co-design process, to successfully deliver this ambitious strategy we need collaborative participation, involvement, and ownership from partners across Kirklees. That is why

we encourage people, organisations, and businesses across Kirklees to sign up and pledge their support to deliver our collective ambition for a greener Kirklees.

As of 1st July 2024, we have 10 signed pre-approval pledges: Home-Start Kirklees, River Holme Connections, Moors for the Future Partnership, Uniform Exchange, Holme Valley Climate Action Partnership, Greenhead College, Success 2 Recovery, Kirklees Active Leisure, Kirklees Climate Commission and Third Sector Leaders.

3.3 Place based working

The strategy acknowledges the different needs of communities in Kirklees and promotes a tailored approach to address specific environmental challenges. By adopting this strategy, the Council can create localised solutions, engage communities effectively, address disparities and promote fairness.

The co-design process for the strategy ensured that all ‘places’ across Kirklees were worked with. During the citizen sessions undertaken, specific consideration was given to those places and communities which are more commonly under-represented in processes of engagement – as emphasised by the resident survey.

Adopting a place-based approach in the delivery of the ‘Environment Strategy; Everyday, Life’ can help foster a thriving community by aligning environmental initiatives with each area's unique characteristics and aspirations. It can help ensure a sustainable future that benefits all residents in Kirklees.

3.4 Climate change and air quality

Having a positive impact climate change and air quality is fundamental to the ‘Environment Strategy; Everyday Life.’ The strategy incorporates the Councils ‘Net Zero and Climate Ready by 2038’ targets, aligning its vision and targets towards achieving the objectives set out within the Kirklees Climate Change Action Plan (as approved by Council on the 16th November 2022).

As a core aspect of the Councils Clean and Green shared outcome, improving air quality is considered one of the expected impacts from implementing this strategy. This is demonstrated by the dedicated objective for air quality within the ‘Kirklees on the move’ theme, being: *“Continue to reduce air pollutant emissions and subsequent improved air quality for all in Kirklees. (RF) (E4A)”*

3.5 Improving outcomes for children

The four themes and three always-on priorities within the ‘Environment Strategy: Everyday Life’ can help to create environments that prioritise the well-being and development of children, providing them with healthier, safer, and more sustainable surroundings to grow and thrive. They support the “Best Start in Life” and “Aspire and Achieve” outcomes.

3.6 Financial implications

There are no direct financial implications of approving this strategy on the people who live work and study in Kirklees.

However, indirect financial implications will be seen from the action that stems from this strategy – delivered through the action plans and policies that will feed into it. This includes reduced energy bills by improving energy efficiency of buildings, reduced cost to our health services by improving air quality, access to greenspace and enabling active travel modes, and a reduction in recovery costs from severe weather events by helping to improve the resilience of our people and places to climate change.

The Council is not required to commit any capital investment by approving this strategy.

To effectively manage and embed the strategy within Council operations, dedicated human resource will be required. In-light of on-going budget challenges, the utilisation of existing resource and obtaining currently unidentified external funding to ‘capitalise’ this capacity is being considered.

Various funding streams available at a regional, national, and international level will also be explored to help Kirklees maximise opportunities for securing financial support, grants, and partnerships to implement the strategy effectively.

It is also important to note that as a top-tier strategy, the support of all areas of the Council is required to help deliver it successfully – the resource implications and follow-on action should not be held by one service area alone.

3.7 Legal implications

There are no direct legal implications or binding issues associated with this strategy.

The adoption of the non-statutory Environment Strategy – Everyday Life as part of the Council’s Policy Framework under Article 4 of the Council’s Constitution is a decision for full Council.

The council must have regard to its Public Sector Equality Duty under Section 149 of the Equality Act 2010 and Integrated Impact assessment before making any decision to recommend adoption and adopt the Environment Strategy.

Local authorities have a general power of competence to, “do anything that individuals may do” subject to restrictions or limitations in other legislation (section 1 of the Localism Act 2011 and acting reasonably in public law terms. This will authorise the strategy.

The UK legal framework is set out in the Climate Change Act 2008 (as amended in 2019) and commits the UK to achieving “net zero” by 2050 by placing a legal duty on the Secretary of State to ensure that by 2050 the net zero carbon account is reduced by 100% compared to 1990 levels. There are no legal target obligations on local authorities. The Council’s climate emergency declaration improves on the UK 2050 target. However, there are numerous government plans and strategies which emphasise the importance of action by local authorities which are key to understanding the available funding, challenges, and opportunities, including the ten Point Plan for Green Industrial Revolution (Nov 2020); the Heat and Building Strategy (2021); the Net Zero strategy (2021); and the British Energy Security Strategy (2022).

The Natural Environment and Rural Communities Act 2006 (as amended by the Environment Act 2021) imposes duties on the Council in relation to biodiversity when exercising its functions.

The strategy could indirectly influence council policy or plans with legal status in the future, such as the Local Plan, which would give consideration to strategies such as this.

3.8 Other (e.g. risk, integrated impact assessment or human resources)

3.8.1 Risk

The approval of this strategy will have no direct impact on the Councils Corporate or Service Area specific risk.

The implementation of this Environment Strategy would function as a mitigating control / action to 'Key Corporate Risk 8 – Climate Change', by helping to embed best-practice environmental and climate change thinking into policies, procedures and decision making throughout the council to reduce risk and address challenges.

The delivery of the strategy will have no direct impact on the Armed Forces Covenant. By delivering against our Always-on priorities and working towards a just transition, action stemming from the strategy will generate benefits that the Armed Forces Community would be able to access.

3.8.1. Integrated impact assessment (IIA)

An IIA has been completed as part of the development of the strategy, the detail of which can be found on the Council website. [Integrated Impact Assessments - IntegratedImpactAssessment \(kirklees.gov.uk\)](https://www.kirklees.gov.uk/IntegratedImpactAssessments-IntegratedImpactAssessment). The case I.D is IIA549496696.

3.8.2. Human resources

The management and delivery of the Environment Strategy Partnership Group will require dedicated human resource within the Council. In-light of on-going budget challenges, the utilisation of existing resource and obtaining currently unidentified future resources is being considered.

The Environment & Climate Change Service Area has had success in obtaining external funding to capitalise full-time council officer roles, through mechanisms such as West Yorkshire Combined Authority, which is an option that will be explored for the strategy.

4. Consultation

As part of the development of this Cabinet Report, the following colleagues were consulted, completing a review of this document and its Appendices.

- Strategy & Policy Team: Completed by Nick Howe (Strategy & Policy Service Manager)
- Portfolio Holder Cllr Aafaq Butt on the 22nd of January 2024.
- Executive Leadership Team: Attendance on the 6th of February 2024
- Executive Board: Attendance 12th of February 2024
- Environment & Climate Change Scrutiny: Attendance on the 21st of February 2024.
- Legal Team: 18th June 2024
- Finance Team: 27th June 2024
- Cabinet: 9th of July 2024
- Council: Attendance on the 17th of July 2024

The Environment & Climate Change Scrutiny Panel recommended.

1. It be made clear in the strategy that the projected cost of transition was a combination of public and private investment.
2. The reference to high inflation rates be revisited prior to Cabinet to ensure current information was included at the time of consideration.
3. It be referenced in the Strategy that reliance on fossil fuels increased vulnerability to national inflation pressures.
4. Elected members continued to be engaged in the delivery of the strategy.
5. The language used in relation to actions and targets be reassessed to ensure the information was accessible as a public facing document.

6. A glossary setting out definitions of key terms and acronyms be included at the close of the strategy to increase accessibility.
7. The Panel's comments in relation to revisiting targets including (i) clarity of language (ii) influence and impact of individual behaviour change and (iii) scope for delivery be reflected upon and reshared with the Panel as an additional stage in the flightpath.
8. Regular updates on progress be provided to the Environment and Climate Change Scrutiny Panel during delivery of the strategy.

A response to these recommendations was provided by Officers to the Scrutiny Panel via e-mail, accompanied by an updated, tracked-changed version of the Environment Strategy report to demonstrate where revisions were made.

5. Engagement

This strategy has been co-designed with the people who live, work and study within Kirklees, enabling it to be a reflection of the thoughts and ambitions of Kirklees in the round, and not just those of the council. This includes:

- **Tailored for Kirklees:** Partners asked for the Environment strategy to take a 'tailored for Kirklees' approach, rather than follow an existing technical off-the-shelf model, to enable the unique characteristics of Kirklees and its people, to stand out.
- **Designed with, not for:** Involving 1039 residents and 549 representatives of partner organisations, businesses, institutions, and community groups across Kirklees. Partners were engaged with on multiple occasions, helping evolve the content over time to deliver a strong, ambitious, and successful strategy for all.
- **Engage those who have not yet had their say:** We engaged community groups from across Kirklees who are not commonly involved in the process of helping create a Kirklees-wide strategy. We gave everyone a voice, developed relationships, and sought to incorporate a wider variety of perspectives.

As part of the strategies co-design process, all of Kirklees' Ward Councillors were given an opportunity to be engaged on two-occasions, via their political party group meetings (Labour, Conservative, Liberal Democrat, Green and Independents), held both in-person and virtually.

All ward Councillors were firstly given the opportunity to comment on and influence the ambition outlined within the strategy, before then being fed-back the changes made because of their input, confirming the outcome.

6. Options

6.1 Options considered

The options considered for recommendation are:

- To recommend that this strategy should be adopted.
- To recommend that this strategy should not be adopted.

6.2 Reasons for recommended option

By adopting this strategy, we will demonstrate straight that, as a Council and as a District, Kirklees takes Environmental issues and challenges seriously and are committed to achieving the Clean and Green Shared outcome in 'Our Council Plan 2024 / 2025', the Council leaders' key priority for the Council to deliver a greener Kirklees and lead on the Climate Emergency, alongside addressing the Ecological emergency.

The strategy will also help generate numerous co-benefits for the people who live work and study in Kirklees, supporting our social and economic ambitions.

7. Next steps and timelines

The strategy will be officially launched shortly after approval by Council. This launch will activate our communication strategy and dedicated webpage on the Council website, the publication of the Partnership Pledge, alongside the Councils internal 'Learning & Organisational Development Module' on the strategy.

8. Contact officer

Robert Green – Senior Climate Change Officer

Robert.green@kirklees.gov.uk

Int: 71984 Ext: 01484 221 000

9. Background Papers and History of Decisions

The Council declared a 'climate emergency motion' in January 2019 and established the cross-party Climate Emergency Working Party (CEWP) to identify practical measures to reduce emissions across the district. Found here:

<https://democracy.kirklees.gov.uk/mgAi.aspx?ID=10123>

A Climate Emergency was first declared for Kirklees at the Council Meeting of January 2019 considering growing global awareness of the detrimental effects of climate change on people and the environment worldwide. Found here:

<https://democracy.kirklees.gov.uk/mgAi.aspx?ID=10123>

Kirklees council has not before had a co-designed top tier environment strategy.

10. Appendices

Appendix 1: 'Environment Strategy: Everyday Life' Report

Appendix 2: 'Env Strategy Resident Survey Outputs'

Appendix 3: Integrated Impact Assessment: [Integrated Impact Assessments - IntegratedImpactAssessment \(kirklees.gov.uk\)](#)

11. Service Director responsible

Katherine Armitage – Service Director Environment and Climate Change

Katherine.Armitage@kirklees.gov.uk

Int: 75302 Ext: 01484 221 000

**Holme Valley Parish Council
Planning Standing Committee**

**Working Group on the Kirklees Council Local Plan Review
Notes of the meeting on 14 November '24**

Present: Mary Blacka (Convenor), Margaret Dale, Jane Rylah, Andy Wilson

Apologies: Jo Liles, Steve Ransby, Sarah Whitelaw

1. Welcome

All were welcomed to the meeting, particularly new members, Jane and Margaret.

2. Expanded membership

It had been agreed that, as the coverage of the Local Plan is very much wider than the remit of the Planning Committee, other councillors should be invited to join the Working Group. Jo Liles, Jane Rylah and Sarah Whitelaw had agreed to join the Group, which had previously agreed that Margaret should be invited to attend the meeting.

3. Notes of the last meeting, 2 September '24 + any matters arising

The notes were accepted. It was reported that, because of a mis-understanding, the – rather limited - response to the consultation on the National Planning Policy Framework had not been submitted.

4. Response to the Peak District National Park Local Plan Review: issues and options consultation

This task was assigned to the Group at the Planning Committee meeting on 11 November '24. The consultation closes on 29 November '24, ie before the next Planning Committee meeting on 11 December '24. Responses by email, rather than on-line, are acceptable. PDNPA has indicated that all responses were welcome, even if they did not cover all aspects of the consultation.

The relevant sections of the consultation were assigned to members of the Group, as follows:

- 3. Landscape, biodiversity and nature recovery (**Mary**)
- 4. Cultural heritage and the built environment (**Margaret**)
- 5. Climate change and sustainable building (**Andy**)
- 6. Recreation and tourism (**Andy**)
- 7. Housing (**Mary**)
- 8. Shops, services and community facilities (**Margaret**)
- 11. Farming (**Margaret**)
- 12. Travel and transport (**Mary**)

Mary will collate the responses. **Margaret** and **Andy** will send their comments to Mary by 21 November '24. In addition, **Margaret** will contact Jimmy Dickinson to see if he wishes to comment on the consultation and **Mary** will contact Steve Davie.

5. Getting up to speed on the Kirklees Local Plan and its Review

In summary:

- The Local Plan, adopted in February 2019 includes several documents
- The Kirklees Development Plan includes the Holme Valley Neighbourhood Development Plan
- A formal review of whether the Local Plan as still fit for purpose was due by February 2024. In November 2023 the Kirklees Council cabinet accepted the recommendation from senior Council

officer, David Shepherd that the Plan was in need of updating.

- The existing key deadlines are:
 - September '25: Draft Local Plan produced for consultation, to November '25
 - September '26: Revised Plan consultation, to November '26
 - March '27: submission of Local Plan to the Secretary of State
- Deadlines may shift, depending on decisions by central government

The *Kirklees Council Local Development Scheme*, published in March '24, provides a very useful summary. **Mary** will circulate a copy to all Working Group members, with the meeting notes.

There is currently a Call for Sites, which has been open for some time. In addition to housing, sites can be identified for several other purposes, eg Community use, Employment, Nature recovery and biodiversity, New community green space. There was a brief discussion on how / whether to engage with this.

6. Local Plan Review partnership + 7. Discussion on how to proceed

Margaret gave an outline of the process by which the Neighbourhood Development Plan (NDP) was produced, which has lessons for the current task.

It was agreed:

- The task of the partnership would be to work out, in advance of the publication of the draft Local Plan, what is needed in the Holme Valley. This means that we will be ready to submit an agreed response when the consultation period opens in September '25.
- That, as the only body with a democratic mandate, HVPC should take a lead in the partnership
- Representation should be as inclusive as possible, though we will need people in the partnership who are willing to put in substantial amount of detailed work.
- The NDP is a useful source document and starting point.
- We should aim to have a draft document ready by the end of the Council year, ie by May '25, on which we will need to consult.

Issues still to be resolved:

- The name of the partnership
- How the partnership will

fit into the HVPC structure, given that the whole committee structure is under review

- Funding for consultation

The following organisations/individuals will be invited to join the partnership, at a meeting on Tuesday 24 January '25. at 7-00pm: EcoHolmes, Holme Valley Community Action Partnership (HVCAP), Holme Valley Vision, Holmfirth Business Together, Holmfirth Civic Society, Holmfirth Conservation Group, Holmfirth Pride, Honley Business Association, Honley Community Civic Trust, Longley Farm (Manager), River Holme Connections, Kirklees Councillors from Holme Valley North + Holme Valley South.

Mary to draft a briefing document to be circulated to all Working Group members.

8. Any Other business

There was no more business

9. Date of next meetings

- Wednesday 18 December, at 7-00pm: Working Group on the Kirklees Council Local Plan Review
- Tuesday 14 January '25, at 7-00pm: full partnership meeting

Kirklees Council
Local Development Scheme
March 2024

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1. Introduction

This document is a Local Development Scheme (LDS) for the purposes of Section 15 of the Planning and Compulsory Purchase Act 2004 and is being processed in accordance with that Act.

The Local Development Scheme (LDS) is the timetable for producing Local Plans, Supplementary Plans, Design Codes, other policy guidance/advice and the annual monitoring activity/programme associated with them. The LDS sets out when documents will be produced, the brief purpose of those documents and when consultation is likely to happen.

The Levelling-up and Regeneration Act (LURA) 2023 received Royal Assent on 26 October 2023, and set out there is no longer a requirement for local planning authorities to specify the timetables for producing other planning documents such as Neighbourhood Plans and the Statement of Community Involvement (SCI) in future timetables. However, the council is aware that this is useful information that should be publicly available. Consequently, the timetable for the SCI is outlined within this document.

The update of the Local Plan is the main document outlined in this LDS. The purpose of the Local Plan is to set out a spatial development strategy identifying how much development is required over a plan period, where it will be located and designations for the protection of land. It also contains a suite of planning policies which facilitate the development strategy and against which planning applications for development will be assessed. Local Plans are key to delivering sustainable development that reflects the vision and aspirations of our area. The Local Plan together with other guidance will set a clear vision for the area, together with a strategy for delivering it.

The Local Plan will be prepared in the context of the Council Plan and its Health and Well-being Strategy 2022/2027, Inclusive Economic Strategy, Environmental Sustainability Strategy, and Inclusive Communities Framework. It will also consider how the Local Plan can contribute to the delivery of the council's Climate Action Plan.

The LDS sets out the resources that will be required and an approximate timetable for preparing the Local Plan. The LDS will be kept up to date and will need to be revised at such a time as is considered appropriate should timelines for production of the plan change.

This LDS sets out:

- the matters which the authority's local plan for their area is to deal with;
- the geographical area to which the authority's local plan is to relate;
- any supplementary plans which the authority is to prepare;
- the subject matter and geographical area, site or sites to which each of those supplementary plans is to relate;

- how the authority proposes to comply with the requirement to produce a district wide design code;
- whether the authority’s local plan for their area is to be a joint local plan and, if so, each other local planning authority for whose area the joint local plan is to be their local plan;
- whether the authority are to prepare a joint supplementary plan and, if so, each other local planning authority who are to prepare that joint supplementary plan with them;
- any matter or area in respect of which the authority has agreed (or propose to agree) to the constitution of a joint committee; and
- a timetable for the preparation of the authority’s local plan for their area, and any supplementary plans the authority are to make, which is consistent with this Part and any regulations made under it.

To ensure that the Levelling-up and Regeneration Act (LURA) 2023 becomes effective, this will require further government consultation and secondary legislation. Additionally, an updated National Policy Planning Framework (NPPF) was published in December 2023.

The LDS will be reviewed as the local plan update progresses and in the light of any revised planning legislation, statutory requirements, or national guidance.

The LDS will be published and kept up to date in the Council’s website: [Planning and development | Kirklees Council](#)

2. The Current Development Plan

Legislation¹ states that planning applications must be determined in accordance with the development plan and any national development management policies, taken together, unless material considerations strongly indicate otherwise.

The statutory development plan for Kirklees is currently comprised of the Local Plan and, in applicable areas, the Holme Valley Neighbourhood Development Plan.

Kirklees Local Plan

The Kirklees Local Plan comprises two main documents to be read together:

- Local Plan: Strategy and Policies: This establishes the vision and strategic objectives for the development of Kirklees up to 2031. It includes a spatial strategy setting out how development will be accommodated across the district as well as the policy framework used to assess planning applications, including a minerals and waste policy framework.
- Local Plan: Allocations and Designations (and Policies Map): This sets out the different land allocations and designations, including minerals and waste

¹ Levelling-up and Regeneration Act 2023 Part 3, Section 93

allocations and designations. The Policies Map illustrates the geographical application of policies in the Local Plan.

Holme Valley Neighbourhood Development Plan

The Holme Valley Neighbourhood Development Plan (HVNDP) covers the Holme Valley Parish Council area including the area within the Peak District National Park. The HVNDP comprises the policies document and associated designations. The HVNDP divides the neighbourhood area geographically into eight Landscape Character Areas where different policy considerations apply. The HVNDP designates four sites as Local Green Space and identifies individual buildings and structures to which new policy relating to their value as heritage assets now applies.

3. Kirklees Local Plan Review and Update

The Town and Country Planning (Local Planning) (England) Regulations 2012 as amended, states that local planning authorities must review their plans every five years from the date of adoption to assess whether they need updating. Following the adoption of the Local Plan in 2019 the council committed to reviewing the plan within 5 years in line with government guidelines.

The first formal review of the 2019 Local Plan was completed in October 2023, the outcomes of this review can be found: [Agenda for Cabinet on Tuesday 17th October 2023, 3.00 pm | Kirklees Council](#). The decision to begin a full update of the Local Plan was made at Full Council on 15 November 2023: [Decisions 15th-Nov-2023 17.30 Council.pdf \(kirklees.gov.uk\)](#).

4. The Local Plan Update - Timetable

A profile for each LDS document is provided below, setting out the scope of the document and the proposed timetable for its preparation between the current stage and the formal adoption of the documents.

Local Plan Part 1 – Strategy and Policies	
Overview	
Role and content	The Local Plan will establish the vision and strategic objectives for the development of Kirklees up to 2039 and a spatial strategy setting out how development will be accommodated across the district. The Local Plan will set out policies for Minerals and Waste rather than the production of a separate plan.
Geographical Area	District wide
Chain of conformity	National Planning Policy Framework
Local Plan Part 2 – Allocations and Designations (and Proposals Maps)	
Overview	

Role and Content	Part 2 of the Local Plan sets out the different allocations and designations that are included, subdivided into different categories and areas depending on their strategic nature. Part 2 of the Local Plan will set out allocations and designations for Minerals and Waste rather than a separate plan.
Geographical Area	District wide
Chain of conformity	National Planning Policy Framework
Timetable and milestones	Dates
Early Engagement Consultation	August - October 2024
Draft Plan Consultation	September - November 2025
Publication Draft Consultation	September - November 2026
Submission to Secretary of State	March 2027

5. Neighbourhood Development Plans

Since April 2012, local communities have been able to produce Neighbourhood Plans for their local area, outlining planning policies for the future development and growth of the neighbourhood. Similar to a local plan, it can contain a vision, aims, planning policies, proposals for improving an area or providing new facilities, or allocation of key sites for specific kinds of development. Neighbourhood planning provides a powerful set of tools for local people to plan for the types of development to meet their community's needs.

The Localism Act 2011 enables communities through Qualifying Bodies (Parish or Town Councils or designated Neighbourhood Forums) to produce Neighbourhood Plans to be prepared in conformity with the strategic policies of a Local Plan. Adopted Neighbourhood Plans will form part of the Development Plan against which planning applications will be determined.

Neighbourhood plans will be subject to examination by an independent Examiner. Where the Examiner considers that the neighbourhood plan meets basic conditions set out in legislation, they will recommend that it proceeds to a referendum. At referendum, the residents of the neighbourhood area will vote to decide whether the plan comes into force. Once approved at a referendum the Neighbourhood Plan becomes part of the statutory development plan (the same legal status as the Local Plan). This status gives neighbourhood plans more weight in the planning process than other community documents such as parish plans, community plans and village design statements.

At present there is one made Neighbourhood Plan, the Holme Valley Neighbourhood Plan, and other potential Neighbourhood Plan proposals at various stages including Kirkheaton and Mirfield. The council will continue to publish updates on the neighbourhood plans on the council website.

6. Supplementary Planning Documents (SPDs)

These documents provide further guidance and information relating to one or more specific policies or proposals set out in the Local Plan and they will be a material consideration when determining planning applications.

The previous LDS (2019) identified and proposed several SPDs, which have subsequently been adopted. Listed below are our adopted SPDs and an outline of their role, they can all be found on the councils website: [Adopted Supplementary Planning Documents \(SPDs\) | Kirklees Council](#).

SPD (adopted)	Role
Affordable Housing and Housing Mix SPD (2023)	Seeks to ensure the provision of affordable housing in new housing developments and ensure that the housing mix meets local needs.
Hot Food Takeaway SPD (2022)	Provides guidance to businesses and the local community on how the LPA will assess planning applications for new hot food takeaways.
Housebuilders Design Guide SPD (2021)	Guides residential developers to ensure future housing development is high quality, socially inclusive and built to high environmental standards.
House Extensions and Alterations SPD (2021)	Guides householders, developers, agents, and architects in planning and designing extensions or alterations to residential properties.
Open Space SPD (2021)	To ensure consistency and provide clarity when applying the Local Plan policy covering the provision of new open space.
Highways Design Guide SPD (2019)	To promote high standards of highway design, encourage good design in terms of how developments, routes and spaces relate to one another to create streets and public spaces that are safe, accessible, and pleasant to use.

7. Supplementary Plans (SPs)

The Levelling-up and Regeneration Act Section 15CC outlines the replacement of Supplementary Planning Documents with Supplementary Plans. Supplementary Plans differ from SPDs in that they must be submitted to the Secretary of State for independent examination and will have the weight of the development plan. There are certain limits on the allowable scope of supplementary plans (either by subject matter or geography). Supplementary plans address site-specific needs or opportunities which require a new planning framework to be prepared quickly (like a new regeneration opportunity), or to act as a vehicle for setting out authority-wide or other design codes.

The requirement for SPs will be considered as the need arises through the implementation of the Local Plan.

8. Guidance and advice notes

In addition to SPDs the council have a wide range of guidance and advice notes, which can be found on our website: [Guidance and advice notes | Kirklees Council](#):

- Negotiating Financial Contributions for Transport Improvements (Leeds Road, Huddersfield) (2007)
- Climate Change Guidance for Planning Applications
- Dewsbury Repairs Leaflet
- Dewsbury Design Guide
- Dewsbury Conservation Area Guidance (May 2020)
- Public Art Policy
- Going Smokefree - A Planning Advice Note on Smoking Shelters and Other Features
- Guidance on Noise, Odour and Air Quality Control for Residential Development in Town centres
- Rapid Health Impact Assessment (HIA) for spatial planning
- Planning application supporting information and guidance - Trees
- Waste Management Design Guide for New Developments
- Large New Stores
- Mirfield Design Statement 2002
- Wind Energy
- Biodiversity Net Gain Technical Advice Note (2021)

9. Statement of Community Involvement (SCI)

The latest version of the Statement of Community Involvement (SCI) was adopted by the Council on 3 December 2019. The council is revising the SCI to update the content including promoting digital communications, progressing to a more digital way in which we engage with people during the plan preparation process, whilst still providing options for those who have limited online access and/or ability. The council's Inclusive Community Framework provides guidance on how we can engage efficiently to service the needs of the Kirklees community.

Statement of Community Involvement	
Details	Description
Role and content	The purpose of this document is to set out how the council will work with local communities and stakeholders to develop planning policy documents such as the Local Plan and Supplementary Planning Documents.
Geographical Area	District wide
Progress	Anticipated adoption date: March 2024

10. Authority Monitoring Report (AMR)

The Planning Policy Group plays a key role in collecting intelligence for the council. The Authority Monitoring Report (AMR) (previously known as the Annual Monitoring

Report) monitors the effectiveness of planning policies including those set out in the Local Plan. The report includes indicators such as progress towards the LDS, rates of housing development, housing land supply, employment, open space, retail occupancy and flooding. The AMR is updated annually and made available on the council website: [Authority monitoring reports | Kirklees Council](#).

11. Infrastructure Funding Statement (IFS)

In accordance with the Community Infrastructure Levy Regulations (CIL) (Regulation 121A), any authority that receives a contribution from development through the Community Infrastructure Levy or Section 106 planning obligations must prepare an annual Infrastructure Funding Statement (IFS). The IFS provides a summary of financial contributions the Council has secured through Section 106 agreements from new developments for off-site infrastructure works and affordable housing. The information included in the IFS is updated annually and made available on the council website: [Infrastructure Funding Statements \(IFS\) | Kirklees Council](#).

12. Design Codes

Under Levelling-up and Regeneration Act (LURA) 2023 (Schedule 7 Section 15F(1)) a local planning authority must ensure that, for every part of their area, the development plan includes requirements with respect to design that relate to development, or development of a particular description, which the authority consider should be met for planning permission for the development to be granted.

13. Additional Policy Work

The Planning Policy Group commissions and prepares a significant number of studies, intelligence, and research to underpin planning policy formulation and justify the robustness and credibility of planning policies when making planning decisions. The group also has responsibility for providing planning policy advice to assist Development Management in making decisions on planning applications and the team has a number of other statutory duties, aside from preparing the development plan.

Planning Policy Advice and Guidance

In addition to the Planning Policy Group role providing planning policy advice on planning applications, a series of guidance notes will also be prepared to assist Development Management in the implementation of the Local Plan and ensure clarity for developers about the information required to meet the criteria in Local Plan policies. This is likely to be specific guidance relating to the information the council require from developer showing how their proposals have considered climate change and guidance relating to master-planning, biodiversity net gain and viability appraisals. Some of this guidance may be produced jointly with other West Yorkshire planning authorities.

Evidence Base

A key feature of the development plan is that their policies and proposals are soundly based on up-to-date and robust evidence. The evidence base not only provides the justification for the Local Plan, but also enables an assessment of the extent to which policies and proposals are being achieved. Evidence gathered as part of future planning policy work will be made available on the council's website. The Planning Policy Group is also responsible for calculating whether there is an ongoing five-year supply of deliverable housing land and providing information to inform the government's Housing Delivery Test as well as responding to other monitoring information requests.

Duty to Co-operate

Under the Localism Act 2011 local planning authorities are required to “engage constructively, actively and on an ongoing basis” with neighbouring planning authorities and a prescribed list of bodies (which will be set out in the SCI) when preparing development plan and other local development documents concerning matters of “strategic significance” that is matters affecting two or more local planning authorities.

The Council will be expected to demonstrate evidence of having effectively co-operated to plan for issues with cross-boundary impacts at the Examination stage of development plan documents.

Progress with regards to the Duty to co-operate on the council's development plan documents and also with regard to the work being carried out by other duty to co-operate bodies is set out in the Authority Monitoring Report.

Environmental Duties

The council must comply with various environmental legislation and obligations which can have a bearing on the preparation of planning policies. Key statutory duties exist directly in relation to plan making and include the preparation of documentation under Sustainability Appraisal/Strategic Environmental Assessment and Habitat Regulations. These requirements will be replaced by Environmental Outcome Reports subject to forthcoming legislation.

Statutory Registers

The Planning Policy Group is responsible for preparing, maintaining, and updating statutory land use registers. At present the Planning Service holds the Custom and Self-Build Register and the Brownfield Land Register. These can be viewed on the council's website: [Planning and development | Kirklees Council](#)

14. Resource Management

The Planning Policy Group has the responsibility for the preparation and review of Local Plan, Supplementary Planning Documents and other duties listed in this LDS.

The team is assisted by staff from other teams in the Growth and Regeneration Directorate. It is, therefore, important to recognise that future resourcing decisions could impact delivery of these work areas.

Planning policy documents have direct and indirect impacts on other service area in the council. Other service areas also hold key information for the planning policy evidence base and have particular expertise which is needed to produce justified and effective policy. The policy group is particularly reliant on resources outside of the team, including colleagues involved in the following work areas:

- Development Management (planning)
- Highways and Transport
- Flood Management and Drainage
- Education
- Public Health
- Minerals and Waste
- Housing Strategy, growth, commissioning, and affordable housing
- Employment and Skills
- Regeneration and economic development
- Town centres / Retail
- Environmental Health
- Green infrastructure, parks and street scene services
- Legal
- Business Support
- Energy
- Conservation and Design - historic assets
- Environmental protection, air and water quality, odour, contaminated land, and noise

15. Monitoring and Review

The LDS will be reviewed and updated regularly to maintain a flexible and realistic timetable for document production, ensuring that production programmes are aligned with resources. Updates will be published on the council's website and progress on delivery of plans will be tracked through the AMR. To check for the latest update to the LDS at any time and key updates to specific stages in the preparation of the Local Plan visit the council's website: [Kirklees Development Plan | Kirklees Council](#).

The government has announced a series of planning reforms, which will aim to make the process of plan making shorter and faster. Once these changes come in to force the LDS will be updated and published.

16. Local Plan Update Timetable

	2023				2024												2025												2026												2027		
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
Statement of Community Involvement																																											
SCI	P	P	C	C	C	AP	A																																				
Local Plan Documents																																											
Local Plan Part 1- Strategy and Policies (Inc. Minerals & Waste)				P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Local Plan Part 2- Allocations and Designations (Inc. Minerals & Waste)				P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Other Planning Policy Documents																																											
Authority Monitoring Reports (AMR)	Ongoing monitoring of Local Plan and other indicators																																										
Infrastructure Funding Statement (IFS)	Ongoing the information included in the IFS is updated annually																																										
Sustainability Appraisal (Inc. SEA)	Ongoing throughout the plan making process/across financial years																																										
District Wide Design Code	Ongoing throughout the plan making process/across financial years																																										
Neighbourhood Plans	Ongoing across financial years – latest progress available on the council Neighbourhood Planning Website																																										
Supplementary Planning Documents (SPDs)/ Supplementary Plans (SP)	Ongoing across financial years – latest progress available on the council Adopted Supplementary Planning Documents Website																																										

P	Plan Preparation / Early engagement	PC	Publication Consultation (6-week period)	I	Inspectors Report
C	Consultation (6-week period)	S	Submission to Secretary of State	AP	Adoption Process
R	Responding to the consultation	E	Examination in Public	A	Adoption / Approval

Name of working group	Members (identifying Chair where known)	Reporting to	Established	Significant dates: – Next meeting – Report required for
Committee Structure and Meetings Schedule <i>Review timetables of meetings, rationalise meetings schedule for Council to be most effective</i>	Cllr Green Cllr Blacka Cllr Morgan Cllr Ransby Cllr Whitelaw	Council	13-05-2024	14-10-2024 – Report: looking at other Councils, consider Committee disestablishments, streamline Planning working
Code of Conduct Working Group <i>Reviewing the HVPC Code of Conduct and considering the NALC model</i>	Cllr Blacka Cllr Liles Clerk	Council	14-10-2024	
Communication Protocol <i>To consider a replacement protocol to the lapsed Parish Charter</i>	Cllr Blacka Cllr Ransby Cllr Whitelaw	Council	13-05-2024	Clerk emailed Steve Mawson May about this. Steve Mawson said something was in the pipeline, but nothing heard since.
Officer-member protocol <i>To make recommendations to an amended councillor-officer protocol for adoption</i>	Cllr Blacka Cllr Colling Cllr Dixon	Council	26-06-2023	18-12-2023
Civic Boundaries <i>Report on actions/bring recommendations to Full Council</i>	Jen McIntosh Cllr Wilson Cllr Ransby Cllr Baylin Dawn Whiteley (Cllr Greaves)	Council	09-10-2023	18-12-2023
NaturesHolme <i>Fact-finding</i>	Cllr Green Cllr Morgan Cllr Liles Cllr Kirkby Cllr Whitelaw	Council	09-10-2023	Report to Full Council 18-12-2023

Name of working group	Members (identifying Chair where known)	Reporting to	Established	Significant dates: – Next meeting – Report required for
Sands Recreation Ground project <i>To work with Kirklees councillors and officers re Sands project</i>	<u>Cllr Baylin</u> Cllr Liles Cllr Dixon Cllr Rylah	Council	26-06-2023	Recommendations re spending up to £15k on equipment required for SPC 6-11-2023 COMPLETED
Priorities <i>To revise strategic objectives of HVPC for 2023-2027</i>	<u>Cllr Blacka</u> Cllr Colling Cllr Baylin Cllr Liles Jen McIntosh	Council	09-10-2023	(24-10-2023 10-12pm) Meeting on 7-11-2023 10.30am at Civic Report/recommendations required for 18-12-2023

Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: clerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460



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Grant Application Form

Please complete and return to the clerk by email or post as above.

Grants are awarded in September and February. Your application must be submitted by the end of August to be considered in September and the end of January to be considered in February.

There is an explanation of the types of grants available in Section 6, p4.

In under 20 words, tell us what the grant would pay for?

Our Food Bank is in need of supplies, essential food hampers and some Christmas treats relating to our Christmas appeal

1	Contact Details
Name of organisation	FULL LIFE CHURCH/FOOD BANK
Address	MIRY LANE, THONGSBRIDGE, HOLMFIRTH
Postcode	HD9 7RW
Contact person	██████████
Position in group	MINISTER/CHAIR OF TRUSTEES
Correspondence address	MIRY LANE, THONGSBRIDGE, HOLMFRITH
Postcode	HD9 7RW
Daytime phone	██████████
Evening phone	██████████
Email	foodbank@fullifechurch.co.uk

2 About your organisation		
What sort of group are you? - put an 'x' in the box	<ul style="list-style-type: none"> Unregistered community group <input type="checkbox"/> Registered charity <input checked="" type="checkbox"/> Other (please state) <input type="checkbox"/> 	
Charity Registration No	1051957 <small>If applicable</small>	
When did the group start?	1970's	
How many people are involved in running your group?	Trustees	3
	Unpaid Management Committee	2
	Paid F/T Staff	0
	Paid P/T Staff	0
	Volunteers (excluding Management Committee)	40

3 Your Finances (your last full financial year)	
Financial Year	2022/23
Income	83,360
Expenditure	68,089
Reserves held	15,271
Describe the position of any reserves ie how much is held against contingencies and whether any is earmarked for specific projects	We have no contingencies running into 2024

4 Your Bank Account		
If your group does not have its own bank account, are you planning to use the bank account of another organisation with its permission? (Delete as needed)	YES	NOT APPLICABLE

Account Name	Full life church
Sort Code	20-43-04
Account Number	70875589

Outline the project that you are seeking a grant for (Maximum 500 words)

Food Bank – supporting the local food poverty need.

We are supplying food parcels to between 90 and 120 families per week the costs applied for are to help with the food provision and running costs and general expenditure. (Running fridges & Freezers, cooking of food)

Why do you feel your project is worthwhile? (Maximum 500 words)

So many families, individuals and pensioners in our area are struggling to put food on the table, heat their homes and enjoy a semblance of quality living. What we do helps with this and in the wider picture contributes to wellness and mental issues.

How will your project benefit the people of the Holme Valley? (Maximum 200 words)

The Parish Council can only give out grants that directly benefit the people of the Holme Valley

It will put good foods on their table.

Help them afford heating for their homes and alleviate not only financial issues but their health well being and mental state. The project provides regular weekly contact and companionship for the lonely too!

Who in the Holme Valley will benefit? How many people will benefit?

(Maximum 200 words)

- ◆ the general population, ◆ children under 16, ◆ young people under 25, ◆ older people over 60,
- ◆ disabled people, ◆ people of minority ethnic origin, ◆ particular groups, ◆ other

A full range of people –

Older generation aprox 40. Vulnerable families around 60. Disabled 8. The break down of family's children under 16 = 74. Under 25 = 86 Single parents = 55 Couple =25

How will your project address the ongoing climate emergency? (Maximum 200 words)

We pick up from the local supermarkets perfectly good and edible foods that would normally end up on land fill sites.

Grant 1: Assets Grants

- This grant applies to "built" public amenities such as a community hall, band-room, clubhouse, park or outdoor space in community ownership. It includes the Parish Council's own buildings. This grant might pay for repairs, renovations, or new developments to these locations. In very special circumstances, other expenditure of a community asset may be funded from this budget line.
- Maximum award is £5,000.

**Grant 2: Projects, Events and Other Activities Grants**

- This applies to all other grants. Applicants from community groups could apply for funding support for one-off events like festivals, for short-term projects, for equipment and resources and anything else which may benefit the people and community of the Holme Valley.
- Maximum award is £1,500.



- **If you are unsure about which grant to apply for, please contact the Parish Council on 01484 687460 or email: clerk@holmevalleyparishcouncil.gov.uk**
- **The Parish Council can award more money than the maximum award in very special circumstances.**

7

Your Project Budget Plan

Item	Cost	Where will the funding come from? <small>reserves, fundraising, donations, other grant awards or Holme Valley PC</small>	Amount requested from the Parish Council
Food	3600	Public donations & Church Funds	3000
Utility running costs (Fridges Freezers)	800	Church funds	500
Fresh produce – Veg, fruits, bread etc	2500	Donations & Church generated funds	1500
Cooked food ingredients prepared on site	600		
	7,500		5000.00

Project Total Cost	7,500	Total amount requested from HVPC	5000
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Has the group applied elsewhere for other grants to fund this project? *If yes, please give details.*

No

Has the group received a grant from the Parish Council in the last five years?	<p>YES / NO</p> <p>YES</p> <p>Please give details - £6,300 in 2020</p>
---	--

8 Documentation

Please ensure you enclose the following with your application:

1. This Application form	YES
2. Your constitution or group rules (if you have them, if not please describe your management structure on a separate sheet)	YES NO N/A
3. Last 3 years accounts (if you have them)	YES NO N/A
4. Copy of bank statements for the last 6 months 3 months	YES NO N/A
5. Copies of written estimates/quotations for capital purchases (if relevant)	YES NO N/A
6. A business plan (only for applications over £5,000) or a one-year action plan (for applications over £2,000)	YES NO N/A
7. Anything else: -	YES NO N/A


9 Declaration

- I am authorised to make the application on behalf of the above organisation.
- I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded.
- I have filled in every section of the application form.
- I certify that the information contained in this application is correct.
- If the information in the application changes, I will inform the Council.
- I give permission for the Council to record the details of my group electronically and to contact us by phone, mail or email regarding this application.
- If the application is successful, I give permission for the Council to publicise the

project in the local media and on its website.

- I agree to provide a report, including photographs, to the Council, indicating how the grant awarded has been spent, within two months of completion.

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

Name	
Signature	
Position in organisation	MINISTER/CHAIR TRUSTEES
Date	26/11/2024

Send the completed application form, together with all supporting documentation, preferably in PDF format to: clerk@holmevalleyparishcouncil.gov

Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.

MEDIA AND COMMUNICATIONS STRATEGY (DRAFT ONE - 20-25-2024)Introduction

The Council has outlined its Communications and Media Policy (CMP) (July 2023) aims, and identified the areas which need to be considered when undertaking communications either as an officer or Councillor, and on behalf of HVPC.

The CMP Policy makes it clear that, in order to achieve its objectives, HVPC Councillors and Officers must be aware of their roles and responsibilities in terms of the effective and appropriate use of communications' media.

The purposes of this strategy paper are, therefore, to identify the ways in which Councillors and officers can:

- contribute to the delivery of HVPC aims, and in particular the communication and media policy objectives;
- enhance relationships with stakeholders;
- deploy, effectively and appropriately, a wide range of communications channels;
- activate and participate in regular community feedback and engagement strategies.
-

NB In order to help Councillors, Officers and Stakeholders understand the relationship between the CMP and the Communications and Media Strategies outlined in this document, extracts in italics from the CMP are presented prior to Strategy statements.

Key Aims

... The Council is accountable to the local community for its actions and this can only be achieved through effective two-way communications. The media are crucially important in conveying information to the community (...) and to explain(ing) the reasons for particular policies and priorities.

It is clear that, in terms of media for community engagement, one size does not fit all. An effective, wide-ranging Communications and Media Strategy requires multiple channels which are used repeatedly and concurrently, as well as independently.

Further, 'soundings' taken from stakeholders about their media engagement are essential in order to keep abreast of trends.

All HVPC Councillors and Officers play crucial roles in community engagement and have collective and individual opportunities to make a contribution.

In order to be MOST effective, media/press engagements need to be planned (whenever possible) and notice of activity shared with fellow Councillors/officers, so that consistent and accurate messaging can be delivered more widely than via, for example, a 'single FB post'.

Through the CMP the Council aims to:

- *be recognised by the public as a Council which is open, accountable, accessible and willing to listen;*
- *find opportunities to share and celebrate the Parish Council's successes;*
- *ensure information is provided about policies and services as well as the democratic process so that people feel more informed about the Parish Council and its work;*
- *communicate public facing information in an accessible way;*
- *ensure negative issues are handled clearly and decisively.*

Social Media

Social media activity isn't something that stands alone. To be effective it needs to integrate as part of the general communications mix. Any planned campaigns, promotions and activities can be included in social media platforms to increase reach and exposure.

Members and Officers should at all times present a professional image and not disclose anything of a confidential nature. Comments of a derogatory, proprietary or libellous nature should not be made and care should be taken to avoid guesswork, exaggeration and colourful language.

With dozens of local groups in the Holme Valley Facebook has considerable 'reach'. Whilst posting on HVPC FB page is useful, sharing to a wide range of Community pages, commenting and 'liking' can raise the profile of a 'story'. Councillors with Facebook accounts can contribute very effectively to this strategy.

NB As FB Reels, Youtube videos, Instagram, Tiktok, and X etc. are widely regarded as having a larger proportion of young people than Facebook, HVPC needs to develop its presence as time allows and expertise develops.

Organisation membership

In line with FB groups, there are organisations of every complexion in the Holme Valley. Councillors and Officers are active members of such groups and make valuable contributions to their work. In order to ensure HVPC representation, rather than personal interest, the register of organisations needs to be updated regularly and relevant information from and to organisations both gathered and shared. Individual/Ward councillors have a significant role to play in this important.

Printed Media

Still a channel for many people, 'top stories' of HVPC achievements, plans and work with and for the community are highly desirable contributions to the printed media output of HVPC. Repetition of SM and Web stories in printed media is an effective messaging strategy. Individual Councillors can submit 'stories' about their activities as Councillors to the Assistant Clerk for printed publications as well as for social media, or videos.

Stakeholder meetings

The establishment of Community and Council stakeholder events is a key strategy for the recognition of community organisations, and showcasing their work which the Council supports via a grants and organisational membership. An annual event, to which grant recipients and local organisations and community groups are invited is to be a highlight of the HVPC calendar with the aim of cementing relationships, developing understanding and awareness, and expanding the involvement of the Holme Valley public in their community. Kirklees Councillors, representing Wards in the Holme Valley have an important role to play alongside their Parish Council Colleagues, particularly in terms of sharing important information and building relationships with HVPC stakeholders.

Surveys

Regular 'soundings' of the Holme Valley communities' perceptions of HVPC, its roles and responsibilities, and its effectiveness is a key engagement and improvement strategy, highly recommended by Communications professionals. Councillors and Officers have opportunities to distribute paper versions and alert their contacts to on-line submissions at organisation and HVPC meetings, fairs and festival stands and via websites, social media and HVPC email distribution list.

Branding and Internet Presence

The HVPC website is currently undergoing a review, concurrent with a rebranding. The need for clear, accessible and engaging online and media presence is driving improvements. Once complete (2024/5) there will be a re-launch, promoted to all community stakeholders and members.

Council Meetings and Councillor Communications and Surgeries

All HVPC committee meetings are open to the public and video recordings posted on Youtube, with the exception of items held in private session due to sensitive information. All Councillors and the HVPC Clerk are available for contact via their Council email, details of which can be found on the HVPC website or by contacting the Office. Surgeries in individual Wards are one way in which the relevant Councillor can meet with their constituents.

Public Events

Each year HVPC hosts or attends a number of events. The 'theme' of stands varies from year to year but reflects Council priorities. Councillors and Officers attend and help organise the stand, which is an opportunity to share HVPC information, meet constituents, build relationships and gather information.

Media

The media themselves have a vital role to play on behalf of the local community in holding the Council to account for its policies and actions. It is important that they have access to Officers and Members and to background information to assist them in this role.

The HVPC Chair and Clerk, jointly, take responsibility for media and press releases as necessary. Councillors and other Officers must take advice from the Clerk and Chair on matters on which they wish to comment on behalf of the HVPC.

Notices

The Parish Council website will be used to convey information on matters of interest and latest news and will be updated regularly by the Clerks. The Council notice boards will be used for the advertising of agendas, minutes and other Council information along with occasional matters of local interest and the latest news. Every effort will be made to ensure notices are as accessible as possible.

The Parish Council has one main board, outside the Civic Hall and another at the Gartside Until in central Holmfirth. All other 'notices ' are posted on boards owned by others. Occasionally banners are placed on buildings owned by HVPV. i.e. The Civic, Garside and Honley Library. The case for further HVPC owned and managed 'boards' is compelling, particularly as we continue to reduce the amount of printed material we produce.

An electronic, Digital Screen located in central Holmfirth is a viable option, and one which would enable community messages to be provided quickly and easily. It has the added advantage of not needing a Social media account and can be managed remotely. Trials and investigations thus far suggest this would be a popular and effective addition to HVPC communication and engagement strategy. A group from HVPC, in collaboration with experts, will be exploring the installation of a Digital screen and other notice board options in 2024/5.

Consistency, Accuracy and Transparency, and Internal Communication

In outlining the activities which are commensurate with the role of HVPC in communicating with its local community and stakeholders, and delivering its policy objectives, there are three over-arching requirements for success.

- 1) **Effective messaging, regardless of media format or channel, requires consistency.** Councillors and Officers will strive to achieve this by ensuring they 'cross-reference' their contributions on behalf of HVPC to all media platforms, and where appropriate liaise with Officers or the Council Chair.
- 2) **Interpretation – or rather misinterpretation – of information is to be avoided at all costs.** The distribution of false information brings the Council into disrepute and undermines the integrity of the role of elected members or employed officers. Commenting, as a Councillor or Officer of HVPC must be clear, transparent and accurate using information available from the Clerk, or Chair as appropriate.
- 3) **Silo working is often a function of focus and getting things done .. but frequently leads to misunderstandings and waste of time.** Effective internal communication can alleviate problems, avoid misinterpretation and save time and effort. As a simple rule of thumb ask 'who else needs to know this or has a an interest in this matter ? Better to share information and alert people than exclude.

DRAFT
Sarah Whitelaw
CACE CHAIR
20-0502024

clerk@holmevalleyparishcouncil.gov.uk

From: [REDACTED]
Sent: 16 October 2024 11:12
To: clrlrbaylin@holmevalleyparishcouncil.gov.uk
Cc: clerk@holmevalleyparishcouncil.gov.uk; Assistant Clerk [REDACTED]
Subject: Re: Woven25
Attachments: WOVEN_2025_PlanningFlyer_AWtoPrint(1).pdf

Dear Cllr Lawrence Baylin,

Thank you so much for your considered response, it's great that you and your colleagues already have knowledge of WOVEN.

I have attached a PDF of our current information leaflet that is a summary of the presentation we are delivering at the briefings at the moment. It is to raise awareness of WOVEN, but also to encourage communities to start planning any textiles projects, events, workshops etc that they can showcase at WOVEN25 next June.

We will certainly extend invites to the ward councillors if we are planning any other briefings in Holme Valley.

Regarding tourism in the area, one of the WOVEN programme key features that we produced in WOVEN23, and will be again for WOVEN25 is a map of all the local yarn bombed towns and villages that is used to encourage people to travel across Kirklees looking for the amazing textiles displays.

One of the key WOVEN in Kirklees main objectives is to 'improve the Perception of Kirklees', both locally and nationally. For WOVEN23 36% of visitors to Kirklees for the WOVEN festival were from outside of Kirklees, from areas including Manchester, Leeds, London, York and Sheffield.

If there is anything else we can provide that is useful for you please let us know

Many Thanks

Emma

[REDACTED]
 WOVEN Co-ordinator

Tel [REDACTED]

I'm a freelancer working part time on WOVEN. Wednesdays are my regular WOVEN day.

On Oct 16 2024, at 9:57 AM, clrlrbaylin@holmevalleyparishcouncil.gov.uk wrote:

Dear Emma. A short time ago you write to this Council requesting an opportunity to make a presentation. The Clerk has brought this to the attention of the Full Council and I agreed to make contact with you on the Council's behalf.

You did not specify what you were seeking from the Council, beyond making us aware of your project. I know that several of our Councillors are already aware of your excellent work through our own various activities in the community.

We do always have a short session for any member of the public to address either our Full Council or one of the committees, such as Service Provision. Dates are shown on our website and you would be welcome to take that up, but slots are strictly limited to 3 minutes and I doubt that would be enough for your purpose.

As I am sure you know, there are several organisations in the Holme Valley that are involved with community and heritage matters, e.g. Holmfirth Forward, the two libraries, the Conservation Group, the History Group/ Civic Society, the WI, knitting groups and so on. Can I suggest that if you are presenting to any of these, you extend an invitation to Councillors via the Clerk.

I am also involved on behalf of the Council in a new initiative of a Holme Valley Tourism Partnership alongside some key partners such as the Conservation Group, Holmfirth Tourist Information and Holmfirth Forward. I will bear your project in mind as we begin to develop our plans to promote tourism in our area.

I hope that this is of some help, but do correct me if I have misunderstood what you are seeking. I wish you every success with your 2025 programme.

Kind regards

Cllr Lawrence Baylin
Chair, Service Provision Committee
Holme Valley Parish Council

GET IN TOUCH

If you have an idea and want to talk it through or if you want WOVEN to talk to your community group to help inspire the group or to give advice get in touch with the team and we can help.

EMAIL

woven@hatchprojects.org.uk

WOVEN
IN KIRKLEES

Funded by
 Kirklees
COUNCIL

FOLLOW US    [woveninkirklees.co.uk](https://www.woveninkirklees.co.uk)

T.ji.



GET PLANNING YOUR WOVEN 2025 FESTIVAL

**WOVEN in Kirklees is back for 2025
and we need you!**

WOVEN is a community festival celebrating the heritage, innovation and wonderful textile talent here in Kirklees.

FOLLOW US    [woveninkirklees.co.uk](https://www.woveninkirklees.co.uk)

The next festival will happen between 1st – 30th June 2025, taking place across the whole of Kirklees!

This festival is only possible when communities take the lead and put on their own local festival events across the month and across the district.

Between 2019 and 2024 WOVEN has supported over 160 communities to deliver activity in their local area and the festival has popped up in over 50 areas across Kirklees.

In 2025 we want to make sure WOVEN is truly a district-wide event.

What might you do for WOVEN 2025? Big or small WOVEN will support it all...

Here are some ideas to get you thinking about how you could get involved:



Yarnbombing

You don't need to yarn bomb a train station, but you could yarn bomb local landmarks, benches, hang bunting from trees and join the WOVEN Community Yarn Bomb trail! Over 28 communities have already taken part in WOVEN Yarn Bombing now let's make sure everywhere is colourful in June 2025.

Railing Graffiti

Why not make local railings into words of hope! We can support communities to explore this technique designed by artists Adrian McCourt and Annabel Riley for the 2021 festival.



Mending

Our Mission to Mend tour had beautiful community made bunting – how much bunting could cover your town? Or maybe run a mending workshop with talented stitchers in the community.



Charity Shop Challenge

In 2021 local high schools were given the challenge to upcycle clothes from their local charity shops. Could you work with your local charity shop? Maybe have a fashion show!



From: Deputy Clerk <deputyclerk@holmevalleyparishcouncil.gov.uk>
Sent: 10 December 2024 16:05
To: Jen McIntosh
Subject: Unity Trust and HSBC - change to the Parish Council's main, working bank account

Hi Jen

FYI

Just a quick email to advise you and the Council that Unity Trust T2 Current Account is, from December 2024, now the main, working account of the Parish Council. It is set up to received the precept and the bulk of direct debits and standing orders have been set up/transferred.

The Finance and Management Committee voted to close the HSBC Current Account and Business Money Manager Account and to transfer funds to the respective Unity Trust Current Account and Instant Access Savings Account.

I have not closed those accounts yet, but will be doing so in December 2024.

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

Town and Country Planning Act 1990

**Town and Country Planning (Development Management Procedure) (England) Order
2015**

PLANNING PERMISSION FOR DEVELOPMENT

Application Number: 2024/62/91155/W

To: Gemma Sharp
Holme Valley Parish Council
Holmfirth Civic Hall
Huddersfield Road
Holmfirth
HD9 3AS

For: GEMMA SHARP, HOLME VALLEY PARISH COUNCIL

In pursuance of its powers under the above-mentioned Act and Order the KIRKLEES COUNCIL (hereinafter called “The Council”) as Local Planning Authority hereby permits:-

INSTALLATION OF SOLAR PANELS ON THE ROOF (WITHIN A
CONSERVATION AREA)

At: PUBLIC CONVENIENCES, STATION ROAD, HOLMFIRTH, HD9 1AD

**In accordance with the plan(s) and applications submitted to the Council on
01-Aug-2024, subject to the condition(s) specified hereunder:-**

1. The development hereby permitted shall be begun within three years of the date of this permission.

Reason: Pursuant to the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended).

2. The development hereby permitted shall be carried out in complete accordance with the plans and specifications schedule listed in this decision notice, except as may be specified in the conditions attached to this permission, which shall in all cases take precedence.

Reason: For the avoidance of doubt as to what is being permitted and to accord with Policies LP1, LP2, LP21, LP22, LP24, LP26, LP35, and LP51 of the Kirklees Local Plan, Policies 1, 2, 12 and 13 of the Holme Valley Neighbourhood Development Plan and the policies within Chapters 2, 9, 12, 14 and 16 of the National Planning Policy Framework.

NOTE: Due to its location, a bat roost may be present on site. Bats are a European protected species under regulation 42 of The Conservation of Habitats and Species Regulations 2017. It is an offence for anyone intentionally to kill, injure or handle a bat, disturb a roosting bat, or sell or offer a bat for sale without a licence. It is also an offence to damage, destroy or obstruct access to any place used by bats for shelter, whether they are present or not. If bats are discovered on site development shall cease and the applicant is advised to contact Natural England for advice.

Plans and specifications schedule:-

Plan Type	Reference	Version	Date Received
Planning Drawing	24 J 28	01A	01/08/2024
Heritage Statement	-	-	26/06/2024
Technical details document titled 'System Overview'	-	-	26/04/2024
Climate Change Statement	-	-	26/06/2024

Pursuant to article 35 (2) of the Town and Country Planning (Development Management Procedure) Order 2015 and guidance in the National Planning Policy Framework, the Local Authority have, where possible, made a pre-application advice service available, complied with the Kirklees Development Management Charter 2015 and otherwise actively engaged with the applicant in dealing with the application.

Further justification for the scheme as submitted was provided during the course of the application.

Building Regulations Approval is required for most work involving building operations and/or structural alterations. It is the applicant's responsibility to find out if the work permitted by this planning permission needs approval under the Building Regulations, and if necessary to submit an application. If you are not the applicant can you please ensure the applicant is aware of this requirement. Contact Building Control on Tel No: (01484) 221550 for more information.

It is the applicant's responsibility to find out whether any works approved by this planning permission, which involve excavating or working near public highway and any highway structures including retaining walls, will require written approval from the Council's Highways Structures Section. Please contact the Highways Structures Section on Tel No. 01484-221000 Ext 74199 for further advice on this matter.

Details Reserved by Condition

- This permission has been granted subject to conditions. Some of the conditions may require you to submit further details. These conditions normally contain the wording “submitted to and approved in writing by the Local Planning Authority”.
- You can apply online for approval of these details at the Planning Portals website at www.planningportal.gov.uk. Alternatively the forms and supporting guidance for submitting an application can be found online at www.kirklees.gov.uk/planning.
- This Authority recognises the need to ensure that you are able to develop the site as effectively and flexibly as possible. However, at the same time it must ensure that development is in accordance with the terms of the planning conditions and legal agreement and the expectations of elected members and local residents set through the decision process.
- You should note the triggers for compliance with the conditions of this planning permission. This Authority is committed to processing applications to discharge conditions in a timely manner. It is important to ensure that submissions are made as far in advance of the trigger to allow time for adequate consultation, discussion and in some circumstances publicity.
- It is important that applications to discharge conditions are accompanied by sufficient information to enable this Authority and its consultees to fully consider and determine the proposals. Whilst officers will endeavour to negotiate solutions, failure to provide a comprehensive submission may result in delay and refusal of the application.
- If you commence work without discharging conditions you are at risk of enforcement action and invalidating your permission if the planning condition is a pre commencement condition.

Development within a Coal Mining Area

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to the Coal Authority on 0345 762 6848.

Further information is also available on the Coal Authority website at:
www.gov.uk/government/organisations/the-coal-authority

The application has been publicised by notice(s) in the vicinity of the site. It is respectfully requested that the notice(s) now be removed and responsibly disposed of to avoid harm to the appearance of the area

Appeals to the Secretary of State

- If you are aggrieved by the decision of your Local Planning Authority to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.
- If an enforcement notice is served relating to the same or substantially the same land and development as in your application and if you want to appeal against your Local Planning Authority's decision on your application, then you must do so within:
 - i) 28 days of the date of service of the enforcement notice, or
 - ii) within the specified period, starting on the date of this notice,whichever period expires earlier.
- If you want to appeal against your Local Planning Authority's decision then you must do so within the specified period, starting on the date of this notice.
- The "specified period" is 12 weeks where the development relates to a "minor commercial application" as defined within the Town and Country Planning (Development Management Procedure) Order 2010 (as amended), or 6 months in any other case.
- Appeals must be made using a form which you can get from the Secretary of State at Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN (Tel: 0303 444 5000) or online at <https://www.gov.uk/appeal-planning-decision>. Further information on the Planning Appeal process can be found online at the Planning Inspectorates website <https://www.gov.uk/government/organisations/planning-inspectorate>.
- You must use the correct Planning Appeal Form when making your appeal. If requesting forms from the Planning Inspectorate, please state the type of application that the appeal relates to so they can send you the appeal form you require.
- The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.
- The Secretary of State need not consider an appeal if it seems to him that the Local Planning Authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.
- In practice, the Secretary of State does not refuse to consider appeals solely because the Local Planning Authority based their decision on a direction given by him.

Please note, only the applicant possesses the right of appeal.

Purchase Notices

- If either the Local Planning Authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.

In these circumstances, the owner may serve a purchase notice on the Council. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

An important part of improving our service is to review your feedback on the way that we have dealt with your planning application(s). Please take a couple of minutes to email your comments to dc.admin@kirklees.gov.uk so that we can work on continually improving our customer service. Thank you.

Dated: 10-Dec-2024

Signed:



David Shepherd
Executive Director for Place

Decision Documents

The decision notice indicates which documents relate to the decision. These documents can be viewed online at the Planning Services website at www.kirklees.gov.uk/planning, and by clicking on the 'search planning applications and decisions' and by searching for application number 2024/62/91155/W.

If a paper copy of the decision notice or decided plans are required please email dc.admin@kirklees.gov.uk or telephone 01484 414746 with the application number. There may be a charge for this service.

All communications should be sent to one of the following address:

E-mail: dc.admin@kirklees.gov.uk

Write to: Kirklees Council
Planning and Development Service
PO Box 1720
Huddersfield
HD1 9EL
