

To Members of the **CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE**

Members are hereby summoned to attend a meeting of the **CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE** to be held on **MONDAY 9 SEPTEMBER 2024 at 7.00 PM** in **THE EXHIBITION ROOM, THIRD FLOOR, THE CIVIC, HOLMFIRTH, HD9 3AS** to transact the following business:

AGENDA – (A)

WELCOME

7.00pm

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

PUBLIC QUESTION TIME

Prior to the commencement of the business session of the Committee, there will be an open session lasting 15 minutes, for members of the public to speak to Members.

PROCEDURAL MATTERS

2425 25 **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 by the Assistant Clerk in video format for the [HOLME VALLEY PARISH COUNCIL YouTube Channel](#).

Chair to ask if any Committee 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 Assistant Clerk.

2425 26 **The Election of Co-opted Members of the Committee** 7.17pm

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.

Applications may be considered in private session, meaning that applicants present would be asked to leave the room and the item removed from the recording.

To proceed, any applicant must have their membership proposed and seconded by elected members and be subject to a vote.

Any written applications received ahead of the meeting will be emailed to members for consideration and not form part of the agenda pack.

When considering applications the committee may wish to be mindful of the experience and expertise any candidate brings and the skills/knowledge that would be of use to the committee. Co-opting members can be considered at each meeting whilst places are available, at the time of publishing there are 3 vacancies for co-opted members.

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TO CONSIDER: The election of co-opted members of the committee.

2425 27 Apologies and Reasons for Absence 7.20pm

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

Assistant Clerk to report.

TO CONSIDER: apologies and reasons for absence.

2425 28 Items on the Agenda to be Discussed in Private Session 7.22pm

Any recording by members of the public to be halted during such items; co-opted members to move to a waiting room.

TO CONSIDER: items on the agenda to be discussed in private session.

2425 29 Receipt of any Updated Written Declarations of Pecuniary and Other Interests 7.24pm

Any written Declarations of Pecuniary and Other Interests received from committee members prior to the meeting are usually emailed out in redacted form and are uploaded to the HOLME VALLEY PARISH COUNCIL website once noted.

Assistant Clerk to report.

2425 30 Members' and Officers' Personal and Disclosable Pecuniary Interests in Items on the Agenda 7.26pm

All Members and Officers present should declare any personal disclosable pecuniary and other interests in items on the agenda for consideration by the committee.

TO CONSIDER: Members' and Officers' personal and disclosable pecuniary and other interests in items on the agenda.

2425 31 Minutes of the Previous Meeting 7.28pm

Assistant Clerk to report.

TO NOTE: The Minutes of the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE meeting held on 3 June 2024 items 2425 01 to 2425 24. **(B)**

Assistant Clerk to report on progress with resolutions and actions from the previous meeting not otherwise covered in agenda items.

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

2425 32 Review of HVPC Committee Structure and Meetings Cycle 7.30pm

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.

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CLLrs Whitelaw and Green to report on progress and feedback so far.

2425 33 Climate Action, Communications and Engagement Action Plan 2023-2027 7.35pm

TO NOTE: Updated version of the CACE Action Plan 2023-2027. **(C)**

Assistant Clerk to report.

TO CONSIDER: Amendments or actions from the CACE Action Plan 2023-2027.

2425 34 Communications and Engagement Working Group – Feedback on Ongoing Work 7.37pm

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.

Communications and Engagement Working Group to Report.

TO CONSIDER: Any further action.

2425 35 Climate Action Working Group – Feedback on Ongoing Work 7.42pm

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.

Climate Action Working Group to report.

TO CONSIDER: Any further action.

2425 36 Public Transport Working Group – Feedback from working group members. 7.47pm

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.

Working Group members to report on progress.

TO NOTE: An update on progress has been received from the chair of the Public Transport Working Group Cllr Baylin. **(D)**

TO CONSIDER: Any further action.

ONGOING PROJECTS

2425 37 Installation of Solar Panels at Holmfirth Public Toilets 7.52pm

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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, a planning application is required to be approved before installation can take place. The Clerking team are progressing the application and is liaising with the supplier with regards to a possible installation date following on from this process. A target date of 26 September 2024 has been estimated for a decision on the planning application.

Assistant Clerk to report.

TO CONSIDER: Further action regarding the installation of solar panels at Holmfirth public toilets.

2425 38 Sustainable Transport Summer Roadshow 2024

7.57pm

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 and Honley Show 29 June 2024 with HVPC staff, councillors and CACE co-opted members in attendance.

The next event is due to be Holmfirth Food and Drink Festival on 14 and 15 September 2024.

Assistant Clerk to report on progress.

TO CONSIDER: Any further action.

2425 39 The Big Community Celebration 2024

8.02pm

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.

The Big Community Celebration has been booked to take place at The Civic on 9 November 2024 10am to 4pm. Invites to exhibit or perform have been sent to community groups and community music groups across the Holme Valley and a "Save the Date" card (E) has been distributed in print form to community venues and online via social media and the HVPC website.

The working group is next due to meet on 18 September 2024 at 1pm to work on progressing the event.

Chair and Assistant Clerk to report.

TO CONSIDER: Allocating a budget for expenditure associated with the "Big Community Celebration".

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TO CONSIDER: Further actions regarding the planning and holding of a community celebration event in 2024.

2425 40 The HOLME VALLEY PARISH COUNCIL Website and Brand refresh

8.10pm

At the CACE Committee meeting on 4 March 2024 Councillors **RESOLVED** to approve the work plan for the selection and implementation of a new website and work towards a refreshing of the Holme Valley Parish Council brand and logo.

Members of the Communications and Engagement Working Group have worked with the Assistant Clerk to identify websites that are desirable. The Assistant Clerk has also surveyed Councillors and Clerks to identify the priorities on content, navigability, layout and brand styles that the Full Council and Clerking Team consider to be the most important.

At a previous meeting on 3 June 2024 the committee **RESOLVED** to delegate the selection of a website supplier and design agency for the brand to the communications and engagement working group.

Following the selection of “Zonkey” to be the website supplier, the Assistant Clerk is progressing the build of the new website and migration of content with an estimated timeframe to launch in early October 2024.

Following the selection of “Redbak” design agency to support the brand and logo refresh, the Assistant Clerk and Communications and Engagement working group will be working with Redbak to an estimated early October 2024 completion of the design work, with roll out on digital assets expected over the autumn/winter period.

Assistant Clerk to report.

TO CONSIDER: Any further action.

2425 41 Biodiversity Policy

8.20pm

An adapted model biodiversity policy was adopted at the Full Council meeting on 18 March 2024.

A task-and-finish working group was set up at the CACE Committee meeting on 3 June 2024, with members Liz Bennett, Cllr Blacka and Cllr Morgan. Its purpose was to customise the existing Biodiversity policy to fit HVPC and to look at the Model Action Plan.

Following a review of the policy in July 2024, the working group has revised the policy to better suit the needs of Holme Valley Parish Council. **(F)**

The Working Group looked at the Draft Model Action Plan but decided that there is already an extensive Action Plan for CACE and nothing would be gained by extracting elements of the CACE plan and putting them in a separate Biodiversity Action Plan.

One additional action that the Working Group identified was to consider the possibility of adding a clause to allotment and garage leases which places an expectation on lease holders to use peat free compost and no chemicals. Cllr Morgan will carry this action forward.

Working Group to report.

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TO CONSIDER: Recommendation to FULL COUNCIL to adopt the revised policy. **(F)**

2425 42 Holme Valley Covid Memorial 8.25pm

TO NOTE: An update on progress has been received from the Covid Memorial Working Group via Cllr Blacka. **(G)**

Covid Memorial Working Group to report.

TO CONSIDER: Further action regarding the Holme Valley Covid Memorial project.

2425 43 Request to Kirklees to Cease the Use of Glyphosate 8.30pm

At a previous meeting on 3 June 2024 Cllr Morgan agreed to follow up on progress with Kirklees.

Cllr Morgan to report on progress.

TO CONSIDER: Any further action.

2425 44 Review of External Communication and Establishing a Communications and Engagement Strategy 8.35pm

A draft media and communications strategy has been prepared by the Chair. **(H)**

Chair to report.

TO CONSIDER: Recommendation to Full Council to adopt the draft strategy **(H)** or an amended version thereof.

2425 45 Funding Applications for Climate Mitigation Measures on HVPC Assets 8.40pm

The Clerk has provided a written report – Update regarding ‘green’ grants – and the latest Community Ownership Fund prospectus update from the gov.uk website **(I)**.

TO CONSIDER: Any further action.

2425 46 HVCAP

A request has been received regarding an opportunity to extend the Council’s partnership working with HVCAP. HVPC will be cited as a potential partner in a grant application to Bright Green Community Trust (Hottwind at Longley). The idea is to update the recycling booklet HoTT created some years back as a digital resource that can also be linked to the HVPC website.

The application is likely to state that the project will deliver a promotion campaign both online, in print and in person, to promote recycling generally and make people aware of options available in addition to their household green bin. This will be complemented by HVCAP’s links with local Kirklees recycling champions and Holme Valley Parish Council.

A representative from HVCAP may attend the meeting to explain in more detail what the project will involve.

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TO CONSIDER: any actions regarding a request for a partnership working project with HVCAP.

MEDIA AND COMMUNICATION

2425 47 The Holme Valley Review

8.45pm

Work is ongoing by a small community enterprise to reestablish the “Holme Valley Review” community newspaper. See HVR Media Pack **(J)**, provided by the group, for further details.

Chair to report.

TO CONSIDER: Any further action.

2425 48 Publicising the work of the HOLME VALLEY PARISH COUNCIL

8.48pm

The full-page monthly Holme Valley Parish Council Report in the *Time In Time Out* July, August and September 2024 Editions **(K)**, Hade Edge Breeze Autumn 2024 editions **(L)**, and Hepworth Focus Summer and Autumn 2024 editions **(M)** have been included with the papers.

Assistant Clerk to report further.

TO NOTE: Print reports of the work of HOLME VALLEY PARISH COUNCIL published June to September 2024. **(K) (L) (M)**

TO CONSIDER: further actions regarding publicising the work of HOLME VALLEY PARISH COUNCIL.

2425 49 Social media and website coverage

8.50pm

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.

A Summary of Facebook engagement analytics and website traffic **(N)** (90 day report) from 17 May 2024 to 15 August 2024 has been included from the Assistant Clerk.

Assistant Clerk to report further.

TO NOTE: Summary of Facebook engagement and website traffic from the HVPC account and website 17 May 2024 to 15 August 2024. **(N)**

2425 50 CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE Budget and Earmarked Reserves 2024-25

8.52pm

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

In earmarked reserves, the Committee oversees four funds with the following balances:

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- EMR 336 Royal Events £1,000
- EMR 337 Covid Memorial £6,000
- EMR 341 Climate Action Projects £13,697
- EMR 349 Community Engagement £3,610

The Climate Action, Communications and Engagement Committee will be asked to consider budget recommendations for the financial year 2025-26 at the meeting on 25 November 2024.

Deputy Clerk to report.

TO NOTE: A report on the Committee's Year-to-date Expenditure against Budgets 2024-25 was prepared by the Deputy Clerk. **(O)**

CORRESPONDENCE

2425 51 Communication from Yorkshire Water regarding Woodland Management 8.55pm

The Clerk has shared with the Chair and Assistant Clerk correspondence **(P.i.)** from Yorkshire Water regarding woodland management plans. The correspondence has a link <https://www.fountainsforestry.co.uk/ywwm/> to plan maps. Please note that the Holme Valley Parish Council area falls within the Midlands map. Areas around some of the reservoirs in the Holme Valley fall within the plans.

There is an option to complete a survey, attached as **(P.ii.)** by following another link.

TO CONSIDER: actions arising from the correspondence from Yorkshire Water regarding a woodland management plan and survey.

2425 52 Peak District National Park Stakeholder Climate Change Survey 8.57pm

The Clerk has shared with the Chair and Assistant Clerk correspondence **(Q)** from The Peak District National Park. This contains an invitation to complete a Climate Change Survey.

TO CONSIDER: actions arising from the correspondence from Peak District National Park regarding a climate change survey.

2425 53 Items for publicity 8.59pm

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.

Assistant Clerk to report.

TO CONSIDER: events or news to publicise via the printed press, website and/or social media.

Close 8.59pm

Please note that timings on the agenda are given for guidance of the Chair and the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE only and should not be taken as the time at which discussion

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of a particular item will commence. The CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE may agree to defer (in whole or part) any items on the agenda, if necessary.

Gemma Sharp

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**APPROVED MINUTES of the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE
MONDAY 3 JUNE 2024
7.00 PM THE CIVIC, HOLMFIRTH**

Those present:

Chair: Cllr Sarah Whitelaw

Councillors: Cllr Donna Bellamy, Cllr Mary Blacka, Chris Green, Cllr Jenny Holmes, Cllr Alison Morgan, Cllr Hugh Osborne, Cllr Tricia Stewart.

Members: (appointed in the meeting) Liz Bennett, Julia Brown.

Absent with apologies/reasons approved: Cllr Joanne Liles, Cllr Martin Rostron.

Officers: Jen McIntosh (Clerk), Gemma Sharp (Assistant Clerk).

DRAFT MINUTES

WELCOME

The Chair welcomed all Committee members, both previous and new.

PUBLIC QUESTION TIME

Prior to the commencement of the business session of the Committee, there was an open session for members of the public to speak to Members. There were two members of the public present; both wished to be considered as members of the COMMITTEE.

PROCEDURAL MATTERS

2425 01 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.

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

NOTED: in accordance with the *Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014* the meeting was being recorded by the Assistant Clerk in video format for the [HOLME VALLEY PARISH COUNCIL YouTube Channel](#).

No other recordings were requested.

2425 02 The election of up to 6 co-opted members of the committee

Clerk reported that 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.

Existing public members of the CLIMATE EMERGENCY STANDING COMMITTEE had been emailed

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regarding their possible interest in continuing on this committee or to nominate a replacement. One had replied to say they did not wish to be considered and two had yet to respond.

Co-opting members can be considered at each meeting whilst ever places were available.

APPROVED: the election of Julia Brown and Liz Bennett as co-opted members of the COMMITTEE.

A member of the public who was a COMMITTEE member in 2023-24 had sent apologies and reason for this meeting. The Clerk reported that her membership could be considered at a future meeting when present.

2425 03 The election of the vice-chair of the committee for 2024-25 to serve from 3 June 2024 onwards

In line with Standing Orders and the Scheme of Delegation the task of electing a vice chair for this committee had been given to the committee by FULL COUNCIL.

APPROVED: The election of Cllr Chris Green as Vice Chair of the CACE COMMITTEE for 2024-25.

2425 04 Apologies and reasons for absence

Apologies and reasons were circulated prior to the meeting starting.

APPROVED: apologies and reasons for absence for Cllr Jo Liles and Cllr Martin Rostron.

Member from council year 2023-24 Kim Warren had also sent apologies and reason.

Cllr Morgan would be arriving during the meeting.

2425 05 Items on the agenda to be discussed in private session

RESOLVED: to consider item 2425 19 in private session due to commercial sensitive information.

The public recording of this item was to be removed and any members of the public then present were to move to a waiting room.

2425 06 Receipt of any updated written Declarations of Pecuniary and Other Interests

Clerk reported that revised written Declarations of Pecuniary and Other Interests received from councillors including committee members had been emailed out on Tuesday 28 May prior to the meeting.

NOTED: receipt of updated DPIs from Cllr Bellamy, Cllr Blacka, Cllr Green, Cllr Holmes, Cllr Liles, Cllr Morgan, Cllr Osborne, Cllr Rostron, Cllr Stewart and Cllr Whitelaw.

Clerk reported further that a query had been raised as to whether it was desirable for members of the public elected as non-voting members of this committee to also complete a written declaration of pecuniary and other interests. Clerk advised that this was not a legal requirement and would be on a voluntary basis only. Any such DPIs could be shared confidentially only with other committee members.

The discussion regarding this matter included the following points:

- The Council should not be acquiring information that was not needed.
- It was a legal requirement that co-opted members declare interests in agenda items.

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- Co-opted members did not have voting rights but they do have influence.

The motion regarding the desirability of requesting the completion of written Declarations of Pecuniary and Other Interests from Co-opted Members of the Climate Action, Communications and Engagement Committee was **DECLINED** with one abstention.

RESOLVED: That **item 2425 07** following regarding declaration of interests in agenda items be amended to refer to co-opted members.

2425 07 Members', Co-opted Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

There were no declarations of Members', Co-opted Members and Officers' personal and disclosable pecuniary and other interests in items on the agenda.

2425 08 Minutes of the Previous Meeting

NOTED: The Minutes of the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE meeting held on 4 March 2024 items 2324 72 to 2324 97.

The Assistant Clerk reported on resolutions and actions from the previous meeting not otherwise covered in agenda items as follows:

- a. The resolution to seek an increase in CACE meetings had been superseded by the forming of a working group to review structures within the Council for 2025-26, including the meetings schedule.
- b. The possibility of pursuing the installation of a sedum roof on a stone shelter would be revisited in the biodiversity item to follow.
- c. Locating and using existing carbon audits would be picked up at a later point.
- d. The development of the E-Newsletter would now form part of the rebrand work. The new branding would need to be in place before going ahead with the newsletter. Content would be needed for the newsletter once the rebranding had been completed.

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

2425 09 Climate Action, Communications and Engagement Action Plan 2023-2027

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

Assistant Clerk reported that work with regards to the key priorities was well on the way with probable conclusion in the autumn. Therefore there was an opportunity to identify the next actions desired.

RESOLVED: existing working groups for both Communications and Engagement and Climate Action to meet and review Key Priorities and bring forward a revised plan with any new goals included.

A reference to rewinding verges in the section of the Climate Action plan regarding challenging the use of glyphosate of the needed to be removed as this was a separate concern.

It was gratifying to see the work undertaken to date. The Assistant Clerk was thanked for her efforts regarding key actions taken since the last meeting.

2425 10 Communications and Engagement Working Group – Feedback on Ongoing Work

Assistant Clerk reported that Key Priorities identified by CACE members November 2023 were:

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 would feature in later agenda items.

The work on a HVPC database had started with a focus on community groups but had widened to include businesses. The filtering needed to be improved so that community groups could be located with greater speed. It was anticipated that keeping the database up-to-date would be challenging.

APPROVED: the membership of the Communications and Engagement Working Group from 3 June 2024 onwards as follows:

- Cllr Bellamy
- Mbr Brown
- Cllr Holmes
- Cllr Stewart
- Cllr Whitelaw

2425 11 Climate Action Working Group – Feedback on Ongoing Work

The Assistant Clerk reported on 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. Clerk advised that they and the Manager of HCHCT were to work on a possible grant application for the Civic through the Community Ownership fund. Details of window 4 for this grant round in 2024 were to be published after the General Election.
2. Feasibility study and costing - Park and ride (Cllr Green to email Liles for an update), 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. A report from the Transport Working Group would be considered in **item 2425 12**.
3. Solar Panels on public toilets in Holmfirth – further update would form part of **item 2425 14**.
4. Embed the Climate Emergency – this had been raised at Full Council. Strategies to enable this would be considered as part of the whol-council review of structures/ways of working to take place 2024-2025.

APPROVED: Membership of the Climate Action Working Group 3 June 2024 onwards consisting of:

- Mbr Bennett
- Cllr Blacka
- Cllr Green
- Cllr Morgan
- Cllr Osborne

2425 12 Public Transport Working Group – Feedback from working group members.

NOTED: comprehensive written report on progress received from the chair of the Public Transport Working Group, Cllr Baylin.

Cllr Blacka and Cllr Morgan reported further that a pleasing response from public bus operators had been received thus far. The working group were to focus on publicising events and routes and improving signage.

RESOLVED: approval of expenditure of up to £500 from budget line 4805 Climate Action to promote the use of public transport in the Holme Valley for 2024 events.

2425 13 Biodiversity Policy

The Assistant Clerk reported that in accordance with the duty imposed on town and parish councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021 Holme Valley Parish Council had met the statutory requirement for Town and Parish Councils to adopt a policy on biodiversity at the Full Council meeting on 18 March 2024.

At the Climate Action, Communications and Engagement Committee meeting on 3 March 2024 members had **RESOLVED** to work further on expanding the policy to better meet the aims of the committee and to develop an action plan to support the Parish Council's work on Biodiversity. The Committee wished to go above simple compliance with the statutory duty to adopt a policy.

The Assistant Clerk had contacted committee members for input into any proposed revisions to the policy and an action plan.

An action for the Assistant Clerk from CACE Committee meeting on 3 March 2024 had been to include a reconsideration of a sedum roof for a bus shelter in this agenda. The Maintenance Contractor had advised the SERVICE PROVISION COMMITTEE that the shelter originally put forward as suitable for a sedum roof was not suitable in terms of its load-bearing capacity. It was possible that other shelters may have that capacity.

In the course of the item Cllr Green referred to his work as a volunteer for River Holme Connections and declared an interest as a volunteer. He made the point that the Parish Council's probable impact with regards to climate action was small relative to the impact of other organisations such as River Holme Connections that operated within the Holme Valley. It was a matter of weighing up the desirability of investing time and resources into a working group that might be quite limited in scope.

The crux of the matter was that the policy established the direction of travel for the Parish Council with regards to biodiversity.

In terms of the relevance of the biodiversity policy it was emphasised that prioritising the need for climate action was already considered when grants were allocated.

RESOLVED: to establish a task-and-finish working group of Mbr Bennett, Mbr Blacka and Mbr Morgan to develop an action plan for biodiversity and ensure alignment between:

- the biodiversity policy and Neighbourhood Development Plan;
- the biodiversity policy and Kirklees policy.

Clerk to request Service Provision Committee to identify stone shelters which may be suitable to have a sedum roof installed.

2425 14 Installation of Solar Panels at Holmfirth Public Toilets

The Assistant Clerk reported that at the Climate Action, Communication and Engagement Committee meeting on 23 October 2023 the committee **APPROVED** a budget of up to £4,500 of expenditure from budget line 4810 Energy Strategy for the purchase and installation of solar panels at the central Holmfirth public toilets and **RESOLVED** that Cllr Green would work with the clerking team to progress the purchase and installation of solar panels at the central Holmfirth public toilets.

Further to this, at the Climate Action, Communication and Engagement Committee meeting on 3 March 2024 3 quote options were presented to the committee for a supplier and installer 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, a planning application is now in progress and must be approved before installation can take place. It is expected that this could take a further 6-13 weeks. To date, the quoted price held true but it could be the case that the price would rise due to time delays and potential rising costs.

2425 15 CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE Budget and Earmarked Reserves 2024-25

A report had been prepared by the Deputy Clerk.

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

In earmarked reserves, the Committee oversees four funds with the following balances:

- EMR 336 Royal Events £1,000
- EMR 337 Covid Memorial £6,000
- EMR 341 Climate Action Projects £13,697
- EMR 349 Community Engagement £3,610

NOTED: the report on the Committee's Year-to-date Expenditure against Budgets 2024-25, prepared by the Deputy Clerk, as presented.

2425 16 Holme Valley Covid Memorial

The Covid Memorial Working Group reported the following:

- Work at the Sands site was delayed as there was a need to wait until the next planting season.
- There would be 12 apple trees (fruit available for the public to collect) and 1 oak at Sands.
- Bush removal would take place at the Honley Library site prior to planting.
- Plaques were being organised for each site – they were quite different and would have different wording.
- It might be the case that the tree taken down at Honley Library would be turned into a table to form part of the memorial.
- Seating at Honley Library remained under discussion.
- It may be the case that an ex-councillor who had been part of the working group would need to withdraw due to personal circumstances. The group would welcome further councillors

HOLME VALLEY PARISH COUNCIL

joining at this stage.

- It was hoped that there would be an event to mark the project once completed.
- Maintenance of the trees/memorial was not yet in place. Cllr Blacka to correspond with the Clerk over the possibility that this could become part of the maintenance contract.

2425 17 Request to Kirklees to cease the use of Glyphosate

In a previous meeting on 23 October 2023 the CACE committee approved a letter to be sent to Holme Valley North and South Councillors at Kirklees.

Cllr Morgan reported that the intention had been to resubmit the letter once Kirklees had published its climate action plan, which had been scheduled for May then put back to July. The announcement of the election would inevitably delay matters further.

When the plan was published the letter would be re-submitted.

MEDIA AND PUBLICITY

2425 18 Review of External Communication and Establishing a Communications and Engagement Strategy

The Chair reported that they had produced a draft strategy. This needed to be aligned to existing policy.

The Assistant Clerk stated that they would welcome any input on any aspect of the strategy.

One area that merited further consideration was how the activity of individual councillors on behalf of the Parish Council was shared/reported across all councillors.

2425 19 The HOLME VALLEY PARISH COUNCIL Website and Brand refresh

This item was heard in private session as **RESOLVED** in item 2425 05 due to commercial sensitivity. The Assistant Clerk was to edit out this item from the recording. There were no members of the public present.

The Assistant Clerk reported that the CACE Committee meeting on 4 March 2024 Councillors **RESOLVED** to approve the work plan for the selection and implementation of a new website and work towards a refreshing of the Holme Valley Parish Council brand and logo.

Members of the Communications and Engagement Working Group had worked with the Assistant Clerk to identify websites that are desirable. The Assistant Clerk also surveyed Councillors and Clerks to identify the priorities on content, navigability, layout and brand styles that the Full Council and Clerking Team consider to be the most important.

The Assistant Clerk researched potential suppliers for the website work, including meeting with potential suppliers for demonstrations of their websites, editor interfaces and to ask questions on accessibility and security. Proposals for website work from four companies had been circulated separately to members due to commercial sensitivity.

The Assistant Clerk had approached a number of design agencies to support the rebranding work but not all proposals had been received.

RESOLVED: to delegate the selection of a supplier to take forward a new website for Holme Valley Parish Council to the Communications and Engagement Working Group.

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RESOLVED: to delegate the selection of a supplier to take forward the work to rebrand/refresh the branding and logo of Holme Valley Parish Council to the Communications and Engagement Working Group.

APPROVED: expenditure of funds up to £7,000 from budget line 4650 Communications and Engagement for use on Holme Valley Parish Council website and brand development work.

2525 20 Publicising the work of the HOLME VALLEY PARISH COUNCIL

NOTED: Print reports of the work of HOLME VALLEY PARISH COUNCIL published March to June 2024.

APPROVED: renewal of a year's subscription for Time In Time Out Magazine involving expenditure of £210 plus VAT per month from budget 4650 Communications and Engagement.

An action for councillors and officers was to take the Holme Valley Parish Council Flyer to upcoming Summer events.

2425 21 Social media and website coverage

The Assistant Clerk reported that they and the 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.

A Summary of Facebook engagement analytics and website traffic (90 day report) from 23 February 2024 to 23 May 2024 was received.

NOTED: Summary of Facebook engagement and website traffic from the HVPC account and website 23 February 2024 to 23 May 2024.

COMMUNITY ENGAGEMENT

2425 22 Community Celebration Event 2024

The Chair reported that at the FULL COUNCIL meeting on 18 March 2024 Cllrs **RESOLVED** to approve 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 met on Thursday 30 May prior to the scheduled CACE meeting to work on proposals for a celebration of community life to bring everyone together. Saturday 9 November is the proposed date for a daytime event 10am-4pm and the venue the Civic which was provisionally booked.

Possible features could be:

- A welcome from the Chair.
- To publicise this as an open event.
- To recognise the contribution different groups made.
- To be a networking event.
- Possible musical contributions.
- Community groups/grant recipients to have representation
- Civic to be approached regarding running a café.

HOLME VALLEY PARISH COUNCIL

It was hoped that the event would develop and strengthen partnerships in the Holme Valley.

It was noted that the Assistant Clerk would be taking annual leave prior to the event, returning on 8 November. The event was pitched as a collective enterprise that shouldn't be dependent on the Assistant Clerk.

The Clerk advised that as many councillors as possible should be encouraged to participate in the planning and execution of the event; representation of all groups was desirable. The Chair stated that this was why an open invitation had been sent to all councillors to get involved in the planning. Suggestions from all councillors would be welcomed in developing the event.

Queries were raised as to whether businesses or religious groups could participate/be invited.

It was recognised that the capacity of the Large Hall was a possible limitation and it may be necessary to offer representation on a first come first served basis.

The working group of Cllr Baylin, Cllr Bellamy, Cllr Blacka, Cllr Holmes and Cllr Whitelaw was to continue to develop the plans for a community celebration event to be held Saturday 9 November 10am to 4pm at the Civic.

2425 23 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, Mbr K Warren, Mbr E Bennet and the Assistant Clerk would establish an activity on the theme of sustainable transport to exhibit at summer festivals in the Holme Valley.

Confirmed events would include Arts Festival Weekend 15 and 16 June 2024, Honley Show 29 June 2024, Holmfirth Food and Drink Festival 14 and 15 September 2024. The Holmbridge Fete was another event.

The Assistant Clerk reported that any actions needed to be mindful that a period of heightened sensitivity would last until the General Election had been held on 4 July. Any councillor representation at the events should focus completely on representing the Parish Council. No canvassing would be allowable.

Use of the Gartside Unit, the Phone Box outside Holmfirth Post Office and the Tourist Information Centre could all be explored to support events. Mbr Brown offered to support. Cllr Bellamy would pass contact details to the Assistant Clerk for the Penistone Line Partnership.

RESOLVED: a time in the current week to be arranged for the working group to meet and work with the Assistant Clerk to agree materials and activities for HVPC representation at upcoming Summer events.

An action for the Clerk was to contact all councillors to encourage representation at the events.

PUBLICISING THE WORK OF THE COMMITTEE

2425 24 Items for publicity

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

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Facebook.

A Period of Pre-Election Sensitivity remained in place until 4 July 2024.

The Assistant Clerk was thanked for the work in preparing for the meeting and on behalf of the COMMITTEE.

The meeting closed 9pm.



CACE 2023 - 2027 PRIORITIES – CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT

At the Full Council meeting on 18 December 2023 the council approved the following priorities as guiding principles for council activity and decision making:

1. Be ambitious, working in partnership to improve the lives of residents.
2. Celebrate community life in the Holme Valley
3. Look after local people and the services that support them
4. Address the Climate Emergency
5. Promote prosperity by supporting local tourism and festivals

Year Two – 2024 - 2025 (remaining) Communications and Engagement Actions	Resources and personnel Estimated costs	Progress
<p>1. Website redesign and PC re-branding</p> <p>Current provider Vision ITC (specialist provider) to be approached and consulted. To include 'interactivity'.</p> <p>NB The PC brand/logo needs to be used consistently everywhere. Rebranding should maintain recognisable current heraldic HVPC elements but provide a visually attractive and modern image.</p>	<p>Assistant Clerk/CACE committee External</p> <p>Initial quotes from suppliers to be selected by the committee.</p>	<ul style="list-style-type: none"> - Proposed overview work plan, Cllr involvement and timeline approved by the committee on 04/03/2024 - Survey of Cllrs and Clerking team to identify the purpose, priority content areas and target audience for initial launch and those to develop over time. - Survey of Cllrs and Clerking team to get a broad overview of opinions on brand and logo style. - Website supplier confirmed and initial planning phase and site structure began in in August 2024. - Design supplier confirmed, initial planning discussions taken place in August 2024. - Gathering of images for the new site started, more approaches to be made to local groups over the autumn. <p>To Do:</p> <ul style="list-style-type: none"> - Work with web developers to build new site structure, complete training for the clerking team, migrate content from HVPC website and Climate Action site. - Work on the new content that has been identified as desirable to include and refresh text content to reflect brand tone of voice. - Work with CE working group on steering the design work and selecting from options provided by the design supplier. - Once new branding is established work to changing all documents, collateral and online presence to the new style.

2. Commission PC publicity banners (10) – post rebranding	External £500	To be actioned post rebrand
3. Quarterly Printed monthly newsletter trial – late November The trial would be a hand delivered/key point 'drop' rather than mail out	Assistant Clerk/ Councillors External print £1k	- Cllr working group created and circulated a flyer to introduce HVPC to the public in Early 2024. - Consideration to be given for a second flyer and the timeframe for this. This may depend on the timing for the brand relaunch (est. October 2024). And the review of external communications/comms strategy work.
4. Monitor HVV Communication Screen trial – to April 2024 (6 months) The stage two trial will appear shortly in Sid's Café – HVV is monitoring and will report.	HVV Liaison	
5. Consider/trial further SM outreach e.g. TikTok/Instagram - ongoing to April 2024 (6 months) TikTok will require regular short video pieces – and people willing to create content for them. NB Social Progress – local business recommended for SM training, guidance and updates on best practice and effective SM use	Assistant Clerk/CACE committee Social Progress –support and training -enquiry	Will be considered as part of the communications strategy. GS recommendation to expand into Instagram and LinkedIn post rebrand, accounts are already in place but currently unused.
6. Logo and QR code stickers/plaques on all PC assets Logo post re-brand – QR reader stickers/plaques to be implemented at every opportunity	Assistant Clerk/CACE committee External £500	- Initial research indicates metal or plastic plaques will cost approx. £5-£10 per plaque plus additional costs to fit. Approx 200 plaques will be needed to cover all benches and bus shelters. - Work to be explored further post rebrand
7. Identify and trial Councillors' outreach activity Individual/Ward Councillors to share ideas and activities with fellow Councillors	PC Ward Councillors	One Cllr Blog for Upper Holme Valley has been completed and Cllrs have supported at summer events to promote sustainable transport. Cllrs are involved in the Big Community celebration, which will be an outreach engagement activity. All Cllrs are encouraged to write blogs for publication via the HVPC website and social media channels.
8. Establish monitoring of 'engagement' strategies – beyond FB Use 'old' existing engagement strategy as a starting point.	Assistant Clerk/CACE committee	Cllr Whitelaw has drafted a communications strategy for review at the September CACE meeting.
9. Review of Collaboration and Community Engagement activities. Audit and confirm community groups. Scope, specify and plan collaboration and communication opportunities with local Community groups, schools etc. for 2024 Plan in place with costings and recommendations for Budget to support NB Includes database completion and expansion of the monthly Comms planner	Assistant Clerk /CACE councillors	- Database cleaned up and will be ready to be used as part of a monthly eNewsletter to be launched after rebrand (est October 2024). Identifiable users/email address will need to "opt-in". Sign up form will also be able to be integrated in the HVPC website. - Test group of corporate email addresses identified in the database, around 500 addresses.
10. Establish Publicly accessible PC activities Calendar	Assistant Clerk, Clerking team, Committee Chair Councillors	To be included as part of the new website

11. Establish regular communication and discussion with Kirklees Ward Councillors – beyond Planning – monthly ‘touch base’	Clerking team, Committee Chair Councillors	Some progress with full council has been made on this. Kirklees CEO has indicated a review of Parish and Town relationships is forthcoming. A working group from full council has been established to investigate possible improvements.
12. Build relationships with Kirklees officers NB Via Ward Councillors, using existing relationships and community contacts to assist this development	Clerking team, Committee Chair Councillors	Some progress with full council has been made on this. Kirklees CEO has indicated a review of Parish and Town relationships is forthcoming. A working group from full council has been established to investigate possible improvements.
13. Investigate possible relocation of Parish Council offices to more central, visible and accessible premises.		
Notes:		

Year One – 2023 - 2024 (remaining) Climate Action Activity to mitigate climate change impact Actions	Resources and personnel	
1. In the light of discussions with Kirklees CA officer (Rob Green) explore possible funding applications to Government decarbonising scheme for retrofitting/energy conservation measures for PC buildings in partnership with HCCT and FoHL	Clerk/Assistant clerk/CACE Members/Service Committee	The Clerk has been working with HCHCT and Honley Library on funding applications for climate mitigation on HVPC owned buildings and has provided an update for the September 2024 CACE meeting.
2. Submit FOI to Kirklees re PC Carbon emissions date	Assistant clerk/CACE Members	
3. Feasibility study and costing - Park and ride, alongside Stotts review Including costings and possibilities for subsidised or free travel periods (prior to November Budget set) Encourage the increased use of public transport and active travel by residents and visitors to the Holme Valley.	CACE Members/Service Committee	<ul style="list-style-type: none"> - Presence at summer festivals to promote Sustainable Transport – including promoting our relationship with Stotts buses and other local walking and cycling content. Reviews and research into the feasibility of improvements to local public transport is ongoing.
4. Solar Panels on Parish toilets in Holmfirth	Assistant clerk/CACE Members/Service Committee £10,000	<ul style="list-style-type: none"> - CACE Committee approved budget and a supplier for the Solar panels at Holmfirth Toilets. - A full planning application has been submitted to Kirklees for the installation with a decision expected in late September 2024.
5. Review climate audit for planning commentary , align with Kirklees criteria	Assistant Clerk/CACE committee and Planning Committee	The Planning Standing Committee are considering climate for every application they comment on as standard. A review of the Kirklees Local Plan is due in 2024 and the Planning Committee will engage with this on local and climate related matters and continue to engage with local and national consultations to favour climate emergency measures.

6. Engage with Kirklees officers (Landscaping) and Ward Councillors to stop use of glyphosate , including a direct request to Kirklees Council	CACE Committee members	- Letters requesting cessation of glyphosate use sent to Kirklees Holme Valley North and South Ward councillors November 2023. Cllr Morgan will be updating the CACE Committee on 9/9/2024 on progress.
7. Improvements to grants process – to allow for increased weighting on green projects and improved feedback on climate mitigation.	Climate Action Working Group, working with F&M Committee	- A grants working group Via F&M will look at the grants process and explore ways for climate to carry more weight in decisions to fund, and to include more climate related feedback/reporting (such as energy/carbon savings) from grant recipients.
8. Embed the Climate Emergency - Identify mechanisms to ensure climate emergency is always considered as a priority on all committee and council decisions.	Climate Action Working Group working with Full Council	- New statement of intent drafted and approved at Full Council include a requirement for all decisions to take in to account the climate emergency. A working group has also been established to review the committee structure and operation of the council which will include effective decision making and resource allocation in this area.
9. Begin to investigate possibilities to expand HVPC allotment provision	Assistant Clerk/CACE Committee members	

Notes:

CACE - and Year 3 and 4 Actions	Resources and personnel	Progress
1. Review of 2023-5 CACE actions' impact following evaluation of year one and two activities. Recommendations for Budget to support (November 2024)	Assistant Clerk/CACE committee/Councillors/Community organisations	
2. Review Parish 'image' and presence following evaluation of Year One Communication and Engagement actions.	Assistant Clerk/CACE committee/Councillors/Community organisations	This will closely relate to the review of external communications and website/rebranding work
3. Consider Communication Screen installation trial – central Holmfirth	CACE – Recommendations to Full council	
4. Ongoing monitoring of Comms strategies – including community survey	Assistant Clerks/CACE committee/External cost	
5. Propose Comms strategies modifications as necessary	CACE Committee	
6. Review use of HD9 and Tito 'booklets' – Consider regular printed paper copy and evaluate Quarterly flier trial (Nov 2023) Trial new editions – pre budget decisions	CACE – Recommendations to Full council	

<p>7. Annual Awards – Community champions and Environment Friendly Business Awards, - Published criteria An annual awards ceremony (late Autumn) to showcase both award winners activity and the Council's work in supporting Climate Action, local businesses, community organisations and individuals.</p>	<p>Total awards Assistant Clerk /CACE councillors, Council chair</p>	<p>Following council resolutions in 2024 the format for these will change to a community celebration so as not to single out individuals. The Big Community Celebration is set to take place on 9 November 2024 at The Civic. Community groups from the Holme Valley have been invited to exhibit their work.</p>
<p>8. Deliver Climate Action and Community Engagement activities as planned. Ongoing monitoring effectiveness and outreach</p>	<p>Assistant Clerk/CACE committee/Councillors/Community organisations</p>	<p>Summer festivals presence in 2024 on the theme of sustainable transport.</p>
<p>9. Identify any further Climate Action and Community Engagement strategies e.g. Consider commissioning feasibility study for District Heating where no gas available experts £15,000</p>	<p>Assistant Clerk/CACE Committee</p>	
<p>10. Progress sourcing land for allotments purchase/acquisition</p>	<p>CACE members/Service Committee</p>	
<p>11. Energy Show with suppliers for public advice and to discuss feasibility and costs Could include thermal camera – heat loss trial – 1 month - Hire cost Plus 'staff' NB This might be incorporated in to a larger Climate -focussed Spring/summer festival (outdoors) building on the cycling event</p>	<p>Assistant Clerk/CACE committee/All councillors Full festival costs £5K?</p>	<p>Event carried out by HVCAP in October 2023</p>
<p>12. Engage with Business Associations on improving and encouraging the decarbonization of local businesses</p>	<p>CACE members/Assistant Clerk</p>	
<p>13. Investigate incentives for local business and households to go greener such as stickers for carbon savers in shops / houses or green energy suppliers and LED in all shops / houses, including bulk client reduction</p>	<p>CACE Committee members</p>	
<p>14. Work with SP and WYCA to implement the transport subsidies identified in Y1</p>	<p>CACE and Service Provision Committees</p>	

clerk@holmevalleyparishcouncil.gov.uk

From: cllrbaylin@holmevalleyparishcouncil.gov.uk
Sent: 31 August 2024 19:13
To: clerk@holmevalleyparishcouncil.gov.uk
Cc: Jen McIntosh; Gemma Sharp; Cllr Sarah Whitelaw
Subject: Public Transport working Group update for CACE and for SPC

Progress has been slow on this project, with some of the lines of enquiry and engagement proving challenging although hopefully not impossible.

The joint initiative with Stotts to run a free service on specific routes for the Arts Festival weekend appeared to have moderate success but whilst they have provided data on passenger numbers, we have been awaiting comparable data for those same routes on a normal day. Further attempts to run similar initiatives are possible but it seems that this must originate from us rather than the bus company.

EPIKs are in the process of establishing their new service at the Gartside Unit. I was disappointed to hear that they will not initially include info on buses. They have said: 'We don't have the funds to provide bus info YET and I don;t want staff to feel embarrassed about turning people away, so please could we come up with a 'helpful' solution to signposting people such as providing info in the phone box? It is certainly our intention to work with others on this 'service' , but would prefer to get the hub up and running in it's proposed / funded form before we branch out!'. (FYI. My personal view is that it may be more practicable to make use of the existing Metro noticeboards at the bus station for improved public info. LB)

Cllr Jo Liles is exploring Park & Ride location options. I have heard from Kirklees that they are open to joint discussion on options to develop P&R, if that was acceptable to the site owners.

My discussions with FirstBus have highlighted some possible changes to their routes and I am awaiting their enquiries to WYCA. I do not fully understand the process for this but will monitor and for any relevance to our minibus service. We still have the option to review our existing H Bus routes and any preferred changes.

Cllr Alison Morgan can advise on possible links with the Pennine Line Partnership following an initial meeting recently.

Kind regards

Cllr Lawrence Baylin
Chair, Service Provision Committee
Holme Valley Parish Council

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

From: clerk@holmevalleyparishcouncil.gov.uk
Sent: Wednesday, 28 August, 2024 17:49
To: "Cllr Lawrence Baylin" <cllrbaylin@holmevalleyparishcouncil.gov.uk>
Cc: "Jen McIntosh" <clerk@holmevalleyparishcouncil.gov.uk>, "Gemma Sharp" <assistantclerk@holmevalleyparishcouncil.gov.uk>
Subject: Public Transport working Group update for CACE

Hi Lawrence

Is it possible to let Gemma have a written update for Monday re public transport working group for CACE agenda? Or – to sort a member of the group able to give a verbal update? It's item 2425 36 on draft agenda – attached.

Hope that's ok – Jen.

Jen McIntosh

Mrs Jen McIntosh
Clerk

Holme Valley Parish Council

Holmfirth Civic Hall
Huddersfield Road
Holmfirth HD9 3AS

Tel: 01484 687460

Email: clerk@holmevalleyparishcouncil.gov.uk

Please note that the HVPC Office is open to the public Tuesdays and Thursdays 9.30am through to 2.30pm. At other times please leave a recorded message or contact me via email. The HVPC office is based on the Third Floor in Holmfirth Civic with access through the Exhibition Room.

My usual working pattern is Monday to Thursday.

Save the Date!

E



Big Community Celebration!
November 9th, 10am—4pm



Holme Valley Parish Council Big Community Celebration!

November 9th, 10am—4pm

A chance to find out what's going on for everyone in the Valley and meet the people and community organisations that make the Holme Valley special.

All Welcome.
More information to follow.



HOLME VALLEY PARISH COUNCIL

BIODIVERSITY POLICY

BACKGROUND

Under the 2021 Environment Act, public authorities (including town and parish councils) operating in England must consider what they can do to conserve and enhance biodiversity.

This duty also means that town and parish councils can spend funds in conserving biodiversity.

Holme Valley Parish Council declared a Climate Emergency in March 2019, pledging that the Holme Valley would become carbon neutral by 2030. In December 2023, the Council adopted a new set of strategic objectives. The fourth objective is to *Address the climate emergency*.

There is a section in the Neighbourhood Development Plan, which was fully made in December 2021, devoted to Biodiversity.

All the Council's actions will be underpinned by a desire to address the climate emergency. This applies to the Council's own actions and that of grant recipients. Proposed actions will be measured against their impact on the natural environment and climate change.

DEFINITION

According to the Department of Food and Rural Affairs (*Biodiversity 2020*), biodiversity is the variety of all life on Earth. It includes all species of animals and plants – everything that is alive on our planet.

Biodiversity is important for its own sake and has its own intrinsic value. A number of studies have shown this value also goes further. Biodiversity is the building block of our 'ecosystems' that in turn provide us with a wide range of goods and services that support our economic and social wellbeing. These include essentials such as food, fresh water and clean air but also less obvious services such as protection from natural disasters, regulation of our climate, and purification of our water or pollination of our crops. Biodiversity also provides important cultural services, enriching our lives.

AIMS AND OBJECTIVES

The object of this policy is to work towards conserving and enhancing the biodiversity of the Holme Valley, in line with the provisions of the Kirklees Local Plan, 2019-2031, Policy LP30. In doing this we will work closely with other local organisations, particularly the Holme Valley Climate Action Partnership.

The Full Council and any committees of the Council will consider sustainability, environmental impact and biodiversity when making decisions and will develop and implement policies and strategies as required.

The Council will aim to improve the biodiversity of the area in the following ways:

- consider the potential impact on biodiversity represented by planning applications
- manage its land and property using environmentally friendly practices that will promote biodiversity.
- support local businesses in the adoption of low impact / nature positive practices
- encourage and support other organisations within the parish to manage their areas of responsibility with biodiversity in mind, by finding their initiatives.
- support residents and local organisations in enhancing and promoting biodiversity, by funding their initiatives.

ACTIONS

Planning applications

The Council will:

- when commenting on planning applications:
 - support site and building design that benefits biodiversity through the conservation and integration of existing habitats or provision of new habitats
 - support protection of sensitive habitats from development
 - consider whether the development would mean the loss of important habitats for wildlife in respect of all applications.
- consider what each proposed development might achieve in terms of biodiversity net gain.
- express a preference for the provision of new habitats to be on site, rather than a carbon off-setting elsewhere

Land and property management

The Council will:

- consider the conservation and promotion of local biodiversity with regard to the management of its open spaces. This will include adopting beneficial practices with regarding to cutting and removal of vegetation, application of chemicals and timing of maintenance work, paying attention to the Government's regulations for plant protection products.
- take special care in the specification of grounds maintenance contracts to ensure that the work, whilst reaching acceptable standards, does not harm the natural environment.
- source sustainable materials when procuring supplies for the Council's use
- consider biodiversity issues and the implementation of changes when managing its buildings.

Local community

The Council will:

- raise public awareness of biodiversity issues, including through its website and newsletters.
- engage with local businesses and residents regarding biodiversity in the community and how members of the community can assist and make a difference.
- where feasible, involve the community in biodiversity projects on its land including, for example tree planting, wildflower meadows, birdbox making.
- publicly applaud local growing initiatives
- assist with biodiversity initiatives, through the Council's grants programme

Partners

The Council will work in partnership with other organisations to protect, promote and enhance biodiversity within the council area, in particular with Holme Valley Climate Action Partnership (HVCAP).

MONITORING

This policy was adopted on **xx** (Minute reference **yy**) and will be reviewed in two years or sooner should legislation dictate.



**Holme Valley Parish Council
Working Group on the Covid Memorial**

Update, for CACE meeting, 9 September '24

1. Trees – 17 x apple + 1 x oak

- Planting season is from mid-February to mid-March. This being confirmed.
- Hilary Dodson has been given authorisation to go ahead and place the orders

2. Sands

Apple trees

- 12 trees, which will grow to 12ft high
- Mix of fruiting season – from August to November
- Exact layout for planting to be discussed further
- Root stock MM106

Oak tree

- Hilary Dodson will be able to source an oak tree, of a decent size, from a main stream supplier.

3. Honley Library

- Preparatory work – removing gloomy bushes, raising the canopy, eliminating the 'step' – will happen in the last week of August (Kevin Stephenson)
- Fruit trees (Victoria Place side)
 - 5 trees, which will grow to a height of 6ft
 - Root stock M27
- Garden design – discussion with Barry Kellington, Garden Designer, resulted in a suggestion that there is a three-phase development of the garden. Friends of Honley Library are willing to raise additional funding.
- Opening ceremony, Saturday 6 December '24.

4. Opening ceremonies:

Honley

- Saturday 7 December '24 – agreed
- Tentative list of invitees produced

Sands:

- March opening
- Tentative list of invitees produced

4. Plaques

- Leander Architectural
- Use the existing HVPC crest or the new branding, if completed
- Honley
 - Cast aluminium, circular, 15” fixed to the Library wall
 - Wording still to be finalised
 - Cost estimated: £500

- Sands
 - Bronze, 15” rectangular, A4 proportions, to be set at an angle on legs
 - Cost estimate: £1000
 - Wording still to be finalised
- Firm estimate is under discussion with Leander Architectural sales

5. Budget

Budget - £6000

The Working Group is determined that the project should not go over budget and should be substantially completed by the end of this civic year.

Estimated costs (updated 5 August '24)

Item	Detail	Cost £	Amount remaining £
Trees	Tree purchase (15 fruit trees at £20 per tree + oak tree) : £340 Stakes etc: £70 Hilary's expenses (56 miles @ 0.40p per mile x 2): £44.80	454.80	5545.20
Ground work – Honley Library	Removing bushes, re-grading, raising canopy	600.00	4945.20
Plaques	Sands site: rectangular, 14” in bronze, free standing (£1000) Honley Library site: circular, 14” diameter, in cast aluminium (£500)	1500.00	3445.20
Opening ceremony	Refreshments + ribbons etc	100.00	3345.20
Contingency		500.00	2845.20
Garden design, including seating + planting & construction - Honley Library		TBA	
	TOTAL	3154.80	

Request to the CACE Committee:

The Working Party requests that the CACE Committee:

- authorises the Working Group to continue its work along the lines outlined in this update
- notes that the opening ceremony for the Honley Library Covid memorial is on Saturday 7 December '24.



MEDIA AND COMMUNICATIONS STRATEGY (DRAFT TWO – 29-08-2024)

Introduction

This paper should be read in conjunction with the HVPC Communications and Media Policy (CMP) (July 2023).

The policy aims, and identified the areas which need to be considered when undertaking communications either as an officer or Councillor, and on behalf of HVPC, are specified there.

The 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 are able to:

- 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.

CMP 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. (CMP)

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. The revitalisation of the Holme Valley Express paper presents opportunities to reach those who refer to printed as opposed to on-line media/

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.

External '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. (CMP)

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 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. (CMP)

Consistency, Accuracy and Transparency, and Internal Communication

NB "Tone of voice" in all communications needs careful consideration and a consistent and appropriate approach. i.e. friendly, formal, enthusiastic, etc. All who those communicate internally and externally, including people who are commissioned to communicate on behalf of HVPC, need to adhere to these principles.

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. The use of 'simple language' in all forms of communication is a good bench mark. i.e. avoiding technical language or acronyms, using full and complete sentences and site sources. For written communications "Readability" is essential. Guides to checking text can be found here.

NB Cllrs comments in social media on community issues need very careful handling. Comments must not include making promises or giving opinions; rather Cllrs should be seen to be supporting residents to get information from appropriate sources whilst avoiding personal opinions or political campaigning.

- 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 an interest in this matter ? Better to share information and alert people than exclude. However, strings of one-word emails can result in the loss of detail and focus.

NB Training on the use of tools which enable the sharing of "live" documents, or encourage upskilling on other IT tools may be helpful.

Sarah Whitelaw CACE CHAIR 2029/08/2024



FOR: CACE Committee meeting – 9-9-2024

DATE: Tuesday 20 August 2024

FROM: Jen Mcintosh – Clerk

Update regarding ‘green’ grants

Earlier this year the Parish Council began liaison with Holmfirth Civic Hall Community Trust (HCHCT) regarding a possible application to the Community Ownership Fund.

The £150 million Community Ownership Fund supports community groups in England, Scotland, Wales and Northern Ireland to take ownership of assets and amenities at risk of being lost. Voluntary and community groups can bid for funding to acquire important assets and run them for the benefit of the local community.

The Community Ownership Fund launched an updated prospectus for Round 4 on 11 March 2024, allowing local councils to apply and offering match funding of up to £250k for renovation projects which must be achievable within a 12-month timeframe.

The HVPC Clerk and Business Development Manager of the Civic had agreed to work on an application together to try to secure funding for works to the Civic to improve energy efficiency.

As reported to an earlier meeting, we were too late to apply for Round 4 Window 1 which was open between 25 March to 10 April 2024. The process for applying was quite complex and we were not in a position to submit an application then.

We planned to apply to Round 4 Window 2. This window was supposed to open in late May. The date was knocked back due to the General Election. An update on the Gov.UK website dated 15 August 2024 indicates that there remains uncertainty around what will happen to Round 4 Window 2. Further information may be forthcoming when the Budget is set out on 30 October 2024 or when the Spending Review has concluded in Spring 2025.

On a more positive note it may be that further grant opportunities will open up.

There has been good news from the Civic as HCHCT succeeded in securing a VCSE Energy Efficiency Scheme grant on 11 June 2024 to fund an Independent Energy Audit. Whilst an independent audit was carried out July 2021 an application to the COF would have required an audit to have been carried out in the last two years – so, a new one would have been needed and it is likely that an up-to-date energy audit would be needed for any capital grants that may become available in the future. The audit itself was carried out on 15 July 2024 and the report received in late July.

HCHCT has followed this up with an application for a capital grant from the VCSE Energy Efficiency Scheme, getting this submitted by the deadline of 14th August. HVPC has provided a letter of permission/support for this venture.

HCHCT is not able to apply for all the measures outlined in the energy audit report as permissions such as planning or listed building consents would need to be approved and in place prior to applying.

However, some items can be replaced or upgraded – such as replacing draughty doors, water heaters etc. One element included is the installation of radiant heat emitters for both offices, the café and the Exhibition Room, meaning the whole of those zones will not need to be heated through the central heating when just these spaces are being used. All of these measures should help with energy efficiency.

With thanks to the HCHCT Business Development Manager for her contributions to this report.

ENDS.

Guidance

Community Ownership Fund: prospectus

The Community Ownership Fund bidding prospectus provides detailed guidance on the purpose of the fund, eligibility criteria, funding and support assessment criteria and the decision-making process. Please see below for an update on Round 4.

From: [Ministry of Housing, Communities and Local Government](#) (</government/organisations/ministry-of-housing-communities-local-government>) and [Department for Levelling Up, Housing and Communities](#) (</government/organisations/department-for-levelling-up-housing-and-communities>)

Published 15 July 2021

Last updated 15 August 2024 —

Documents

Details

Related content

[Community Ownership Fund: explanatory note on decision-making](#) (</guidance/community-ownership-fund-explanatory-note-on-decision-making>)

This government was elected on a manifesto that stressed its commitment to the communities' sector and community ownership through empowering communities to own and run those local assets which mean the most to them.

Communities will rightly be seeking clarity on previous funding commitments. The Chancellor's July ['Public Spending: Inheritance' speech](#) (<https://www.gov.uk/government/speeches/chancellor-statement-on-public-spending-inheritance>) set out the path to confirming plans for this year and next at the forthcoming Budget on 30 October 2024. Future plans for the next Spending Review period will conclude in spring 2025.

We understand that this may have caused uncertainty about Round 4 of the Community Ownership Fund. The government recognises this is challenging and will seek to provide clarity wherever it can in due course.

Support also remains available through the Community Ownership Fund's development support provider via the [My Community website](#) (<https://mycommunity.org.uk/>).

The £150 million Community Ownership Fund supports community groups in England, Scotland, Wales and Northern Ireland to take ownership of assets and amenities at risk of being lost.

Voluntary and community groups can bid for funding to acquire important assets and run them for the benefit of the local community.

The Community Ownership Fund launched an updated prospectus for Round 4 on 11 March 2024.

Development support is now available to applicants via the [My Community website](#) (<https://mycommunity.org.uk/community-ownership-fund>).

[ownership-fund-explanatory-note-on-the-assessment-and-decision-making-process](#))

Collection

[New levelling up and community investments](#)
([/government/collections/new-levelling-up-and-community-investments](#))

Our development support provider offers initial support and advice to all interested applicants up to the EOI stage. After the EOI stage, certain applicants will be able to access in-depth support for the development of their application and business case, this may also include access to small revenue grants to secure specialist support.

Published 15 July 2021

Last updated 15 August 2024 + [show all updates](#)

Explore the topic

[Community and society \(/society-and-culture/community-and-society\)](#)

[UK economic growth \(/business/uk-economic-growth\)](#)

OGI

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Holme Valley 
review

Media Pack

About the Holme Valley

- 36,042 people living in Holme Valley across 14,487 households.
- Higher percentage of over-65's than anywhere else in Kirklees.
- Highest value properties in Kirklees.
- 97% employment rate.
- Lower crime rate than the national average.
- Better than national average on both GCSE and higher level (university) education.
- 77% of households own at least 1 car.
- Main employment industries are manufacturing, wholesale and retail, education, public service and health and social care.
- 60% of residents work in either skilled trades, managerial or professional occupations.



To reach its full potential the printed issue of the Holme Valley Review will be part of a larger structure which incorporates online and social media as equally important components.

Rather than simply being a local newspaper, we will create a cross-platform brand surrounding the Holme Valley Review. In order to reach a much broader audience we will target specific news and advertising to individual platforms.

This targeted approach to how we distribute news and advertising will not only generate greater engagement across the wider community, but also provides a unique offer for advertisers who are looking to reach their key demographic. By utilising a cross-platform structure we are creating a much more compelling offer to advertisers who budget for online and social media above traditional print media.



Advertising Rates

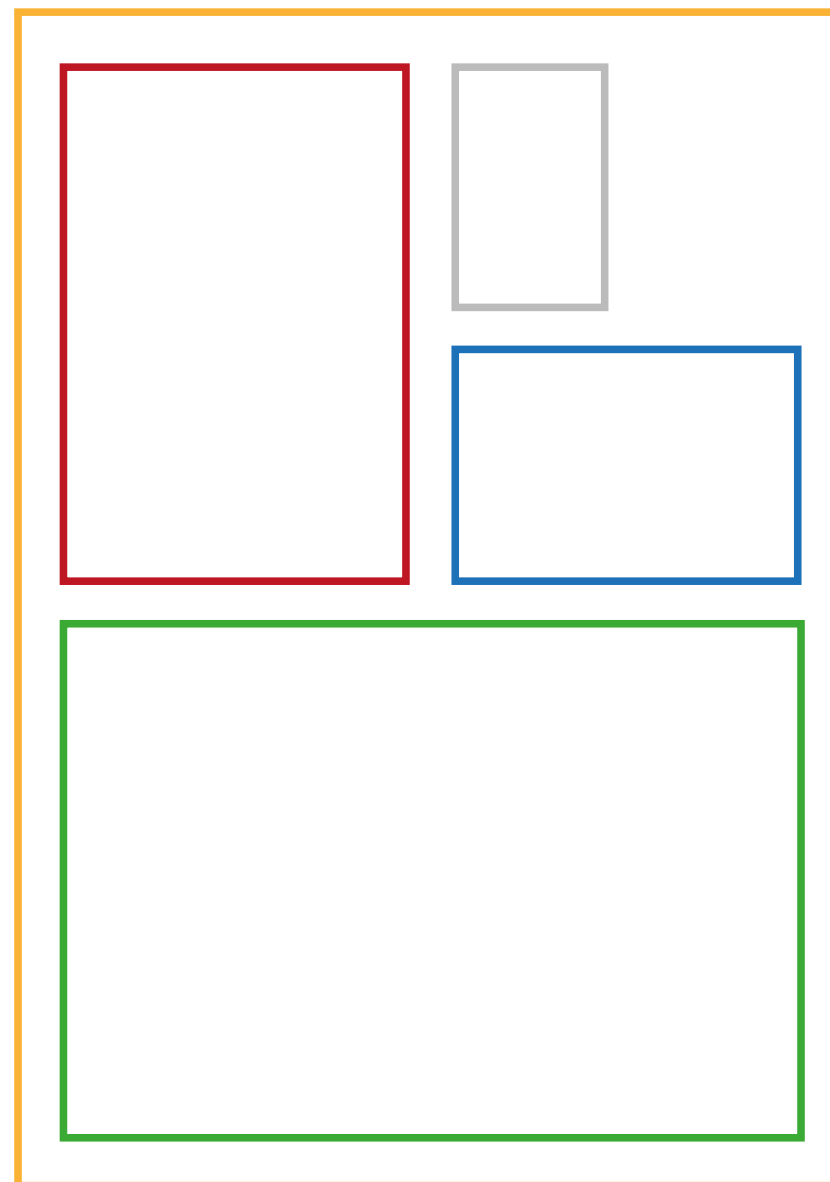
- A4 size, 8-10 issues per year.
- Circulation of 8000 copies.
- Distributed to local supermarkets in the area and hand-delivered to selected local businesses to raise awareness / visibility.
- News focussed - our initial conversations revealed a strong appetite and preference for this over advertising led publications (i.e. Tito magazine).
- Advertisers taking half or full page adverts also receive a free instagram reel promoting their business online. (See instagram & facebook section below)



Pricing:

	Per issue	6mo run
Full Page	£400	£2000
Half Page	£250	£1250
Quarter Page	£150	£750
Eighth Page	£80	£400
Sixteenth Page	£50	£250

Prime Positions (1 of each available per issue)

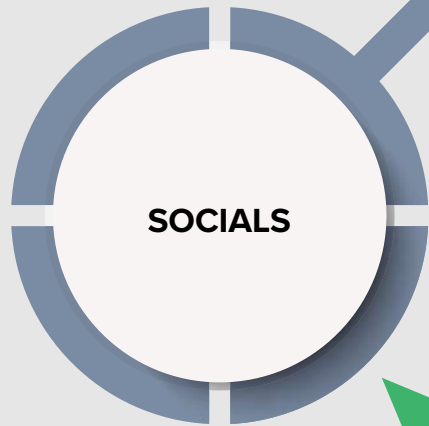
Inside Front	£450	£2150
Inside Back	£450	£2150
Back Cover	£450	£2150



Size	Per Issue	Six Issue run
 Full Page Advert - 350mm x 250mm	£400	£2000
 Half Page Advert - 150mm x 210mm	£250	£1250
 Quarter Page Advert - 150mm x 100mm	£150	£750
 Eighth Page Advert - 70mm x 100mm	£80	£400
 Sixteenth Page Advert - 70mm x 55mm	£50	£250



- News led - positions Holme Valley as a legitimate, trusted source of media for all other channels and targets an older audience.
- Competitions / content which is online only, promoted in the print media.
- Distribution through supermarkets and local retailers.



- Follow us and tag your local photos to be featured in the newspaper - encourages engagement and uptake of printed media from a wider audience.
- Online competitions in conjunction with local businesses - tag, like, follow to grow social media following and reach the point where socials become a viable revenue generator.
- Content to be tailored to the younger audience which use social media more. Allows us to reach people and advertisers for who printed media would appeal less.

Holme Valley review



- Acts as an online presence which can remain more topical than printed media.
- Acts as a portal for submitting stories.
- Offer a sign up for a free online issue / mid issue newsletter which is a low cost way to increase reach whilst also building up a database of readers which can be utilised for things such as e-shots and newsletter advertising.



- Can be promoted across all other platforms.
- Establish Holme Valley Review as a recognised and trusted voice for the region.
- Can be increased in frequency and scale to suit demand

- Appeals to a different age group demographic than printed or social media, allowing us to offer more targeted advertising options.

Website

Proposed Structure:

- News
- Submit your story
- Business Directory
- Events
- Advertising
- Contact

Proposed rates:

	1mo	3mo run
Header Banner	£100	£250
Large MPU	£80	£200
Small MPU	£50	£120
Video	£100	£250
Events	£50	£120
Directory Listing	£20	£50

All online events listing will also feature in the 'What's On' guide in each corresponding print issue of Holme Valley Review for the duration of the length of the advertising campaign.

Any business who advertises in the newspaper will be listed in the business directory free-of-charge for as long as their online campaign is running.



Instagram & Facebook

Content:

- Featured Businesses
- Local Events
- Advertising

Videos for Facebook and Instagram to be filmed and edited by our professional and experienced team using high-end camera, audio, lighting equipment and software to produce an up-to 1 minute video.

For a limited time our video service will be included as a part of newspaper advertising for full and half page adverts, however if looking to take advantage of our video production service without newspaper advertising then see our rates below.

Static advertisements posts can also be created by our design team to a professional level.

All posts will be shared on our socials and sent to the client for use on their own channels too.

Individual post rates:

	1 post	3 posts
Business Reel	£250	£650
Event Reel	£250	£650
Advertisement Post	£150	£250



Looking ahead: Holme Valley Business and Retail Awards

The Holme Valley Business and Retail Awards will celebrate excellence and achievement across the region.

Organised by the team behind the Holme Valley Review, they will be the biggest and best free to enter awards in the area.

The awards promise to be an exceptional night celebrating all that is great in the Holme Valley.

Sponsorship opportunities are now available, giving companies the chance to be part of a glittering event which celebrates the best companies and businesses in the region.

Full sponsorship packages available.

Proposed categories include:

- Independent Retailer of the Year
- Employee of the Year
- Trades-person of the Year
- Family Business of the Year
- Produce Company of the Year
- Best Green/Eco Business Award
- Contribution to the Community
- Apprentice of the Year
- Best Breakfast of the Year
- Pub of the Year
- Best Hairdresser/Salon of the Year
- Best Customer Service
- Overall Best Business of the Year





Contact us: news@holmevalleyreview.co.uk

Community Grants

DEADLINE FOR APPLICATIONS 31ST AUGUST

Grants are available for assets, projects and events with a community benefit

Holme Valley Parish Council is now accepting applications for community grants 2024-2025:



- Up to £1,500 per grant for community projects or events from an overall fund of £16,500
- Up to £5,000 per grant for community assets from an overall fund of £53,000

Eligible groups must be non-profit, community led and use the grants for the benefit of the people of the Holme Valley.

Application forms, T&Cs and a full list of previous grant recipients can be found on our website

www.holmevalleyparishcouncil.gov.uk

For more information, contact:

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



Phone: 01484 687460

Email: deputyclerk@holmevalleyparishcouncil.gov.uk



Holme Valley Parish Council

NEWS - SEPTEMBER EDITION 2024



NEW SPEED INDICATOR DEVICES FOR THE HOLME VALLEY

As part of our ongoing commitment to enhancing road safety in our community, Holme Valley Parish Council has provided funding for 2 mobile speed indicator devices to be installed in the Holme Valley.

The mobile speed indicator devices will be rotated to different sites across the valley in partnership with Kirklees, strategically positioned to ensure that they have a presence in areas of concern. This flexible approach will allow the council to target problem spots and address the specific needs of each neighbourhood. By providing real-time feedback to drivers, the aim is to encourage them to adhere to the speed limits and promote safer driving habits.

Holme Valley Parish Council is dedicated to creating a safer environment for all who live, work, and travel through our beautiful valley. We encourage all residents to support this initiative and play their part in promoting responsible driving. Together, we can make a difference and ensure that the Holme Valley remains a safe and enjoyable place for everyone.



The new Mobile Speed Indicator Devices will support road safety in the Holme Valley.

SAVE THE DATE!

**The Big Community Celebration
9 November 2024 - 10am to 4pm
The Civic, Huddersfield Road, Holmfirth**

A chance to find out what's going on for everyone in the Valley, and to meet the people and community organisations that make the Holme Valley special.

Follow us on Facebook to keep up to date with all the details.

Contacting Holme Valley Parish Council:

The Civic, Huddersfield Rd, Holmfirth, HD9 3AS
Office open to the public: Tuesday, Wednesday
and Thursday 9.30am - 2.30pm

Phone: 01484 687460
(leave a message outside office hours).

Jen McIntosh (Clerk) clerk@holmevalleyparishcouncil.gov.uk

Rich McGill (Deputy Clerk and Responsible Financial Officer) deputyclerk@holmevalleyparishcouncil.gov.uk

Gemma Sharp (Assistant Clerk) assistantclerk@holmevalleyparishcouncil.gov.uk

SCAN ME



For contact details of all 23 Parish Councillors and all the latest news please visit our website:

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Holme Valley Parish Council

NEWS - AUTUMN EDITION 2024



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SCAN ME



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NEW HOLME VALLEY PARISH COUNCIL CHAIR AND VICE CHAIR ELECTED FOR 2024-25

At the Annual Council meeting of Holme Valley Parish Council on 13 May 2024 Cllr Pat Colling (Ward Councillor for Honley Central and East) was elected Chair and Cllr Tom Dixon (Ward Councillor for Hepworth) was elected Vice Chair for the 2024-25 Council Year.

The Annual Council meeting is where the Parish Council sets out the year ahead by electing the Council Chair, and Vice Chair along with Committee memberships and Chairs. Members also welcomed the new Councillor for Upper Holme Valley, Cllr Hugh Osborne following his election on 2 May 2024.

Other appointments during the evening were:

- Cllr Andy Wilson, Chair of the Finance and Management Committee.
- Cllr Mary Blacka, Chair of the Planning Committee.
- Cllr Lawrence Baylin, Chair of the Service Provision Committee.
- Cllr Sarah Whitelaw, Chair of the Climate Action, Communications and Engagement Committee.
- Cllr Tom Dixon, Chair of the Staffing Committee.

COMMUNITY GRANTS

We are now open for applications for our September round of community grants.

Grants are available for up to £1,500 per grant for community projects & events and up to £5,000 per grant for community assets. Eligible groups must be non-profit, community led and use the grants for the benefit of the people of the Holme Valley.

Application forms, T&Cs and a full list of previous grant recipients can be found on our website.

The deadline to receive applications is 31st August 2024

Contact details:

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clerk@holmevalleyparishcouncil.gov.uk

Rich McGill (Deputy Clerk and Responsible Financial Officer)

deputyclerk@holmevalleyparishcouncil.gov.uk

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Holme Valley Parish Council - News Autumn 2024

NEW MOBILE SPEED INDICATOR DEVICES FOR THE HOLME VALLEY

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A chance to find out what's going on for everyone in the valley and meet the people and community organisations that make the Holme Valley special. We hope to see you there! Follow us on Facebook for updates.

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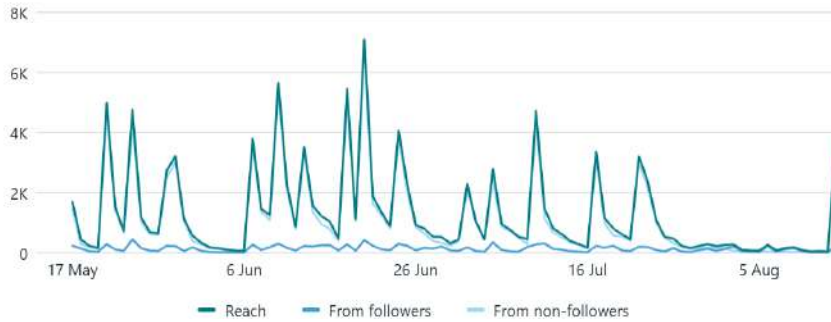
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Facebook Engagement 17 May 2024 to 15 August 2024

Reach 22.1K ↑ 17.1%
3-second views 0 0%
1-minute views 0 0%
Content interactions 765 ↑ 127%
Minutes viewed 0s 0%



Reach breakdown

17 May - 14 Aug
Total 22,108 ↑ 17.1%
From followers 768 ↑ 4.8%
From non-followers 21,311 ↑ 17.4%

Top posts by interactions

Boost content

See all content

We are delighted to share that our friend...

7 June 09:10

43 143
6 29

Save the Date - 9th November 2024 10a...

17 July 04:55

42 44
1 37

Notification of Major Highways Works -...

20 June 04:11

26 16
51 12

WIN TICKETS TO HONLEY SHOW...

21 June 02:00

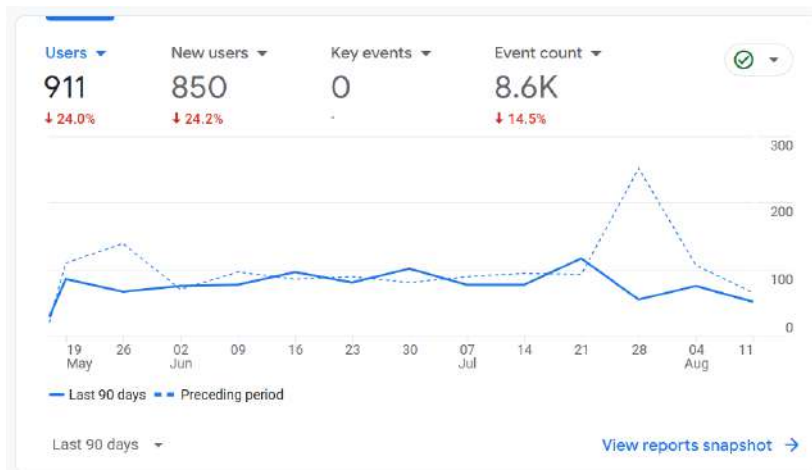
25 13
24 4

The next deadline for Holme Valley Parish...

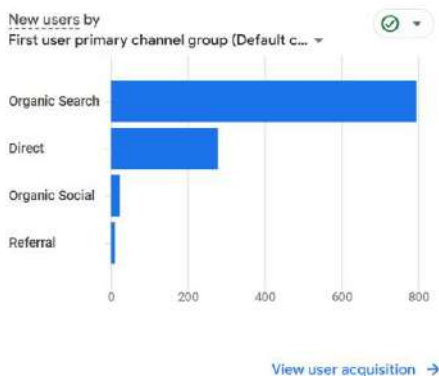
23 July 07:58

15 9
15 9

Google Analytics for holmevalleyparishcouncil.gov.uk 17 May 2024 to 15 August 2024



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Full Council - Holme Valley Parish C...	178
Grants - Holme Valley Parish Council	147
Grant Awards 2023-24 - Holme Valle...	139



Expenditure against Budget 2024-25

Climate Action Communications and Engagement Standing Committee

CODE	DESCRIPTION	Starting Budget	Virements	Reconcile 2023-24	April	May	June	July	August	September	October	November	December	January	February	March	Payments from EMR	Total	Remaining	
Climate Action Communications & Engagement																				
4650	Communications and Engagement	16.91%	£15,000	£0	£0.00	£210.00	£260.00	£367.00	£210.00	£1,489.75	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,536.75	£12,463.25	4650
4805	Climate Action	17.38%	£5,000	£0	£0.00	£370.66	£0.00	£78.25	£0.00	£420.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£767.33	£868.91	£4,898.42	4805
Total Publications & Communications			£20,000	£0	£0.00	£580.66	£260.00	£445.25	£210.00	£1,909.75	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£767.33	£3,405.66	£17,361.67	

Recent expenditure by transaction:

	Budget	June	July	August
TiTo - Council News	4650	£210.00		
Enterprise Print - flyers, booklets	4650	£157.00		
Arts Materials	4805	£14.08		
Banner and Materials	4805	£64.17		
TiTo - Council News	4650		£210.00	
TiTo - Council News	4650			£210.00
Redbak - flyer for community event	4650			£275.00
Enterprise Print - buses flyers	4650			£24.00
Zonkey - deposit website creation	4650			£772.50
HCHCT - hire of hall for community event	4650			£100.00
Canva graphic design package - annual subscription	4650			£108.25
Colne Valley Design - drawings re solar panels	4805 from EMR			£420.00
Total June 2024		£445.25		
Total July 2024			£210.00	
Total August 2024				£1,909.75

OK

Earmarked Reserves - YTD

Code	Account	Opening Balance	Balance end April	Balance end May	Balance end June	Balance end July	Balance end August
336	EMR Royal Events CACE	£0	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
337	EMR COVID Memorial CACE	£6,000	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
341	EMR Climate Action Projects CACE	£13,697	13,706.67	13,946.68	13,946.68	13,946.68	13,526.68
349	EMR Community Engagement CACE	£0	2,609.87	3,609.87	3,609.87	3,609.87	3,609.87

From: Justine Clark <justine.clark@fountainsforestry.co.uk>
Sent: 30 August 2024 11:04
To: Justine Clark; David Bradshaw
Subject: Yorkshire Water Woodland Management Plan

Importance: High

Good morning

Fountains Forestry Ltd have been appointed as service providers for Woodland and Tree Management for Yorkshire Water Services Limited. As part of this appointment, we have been instructed to deliver a new Woodland Management Plan across the region, which outlines the next 10 years of woodland management activities including felling and restocking proposals.

Over the years you, or your organisations have supported Yorkshire Water in its management of woodland areas. Yorkshire Water would value your input into this process and welcomes your feedback on the proposals, we hope we can count on your support with this undertaking.

Within the process to develop a new woodland management plan there is a requirement to contact statutory bodies, neighbours, and local interests, to establish any likely sensitivities, constraints or opportunities that could influence the future design, development, and management of the woodland.

Your details have been obtained from the lists of stakeholders recommended through the Forestry Commissions scoping guidance. I would be delighted if you could provide your feedback on these woodlands and our future proposals.

I have attached a link below for the felling operations plan and restocking plans, which includes a feedback form for you to add any detail you think has a bearing on the overall plans for the woodland.

<https://www.fountainsforestry.co.uk/ywwm/>

Yorkshire Water woodland estate was originally planted around the reservoirs to protect the catchment and water quality. The woodland encompasses valuable habitat, enhances biodiversity, and provides the backdrop for thousands of visitors to enjoy access. The woodland estate is certified as sustainably managed under the Forestry Stewardship Council (FSC) accreditation scheme. The long-term vision is to manage the woodland to safeguard the sustainability of the woodland, protecting the catchment and water quality, enhancing biodiversity and resilience, and providing opportunities for recreation . This also preserves cultural heritage, sustains, and enhances local and national biodiversity, develops, and enhances the landscape, and provides opportunities for amenity and recreation.

Please could you address all correspondence to David Bradshaw at the address above or by e-mail to david.bradshaw@fountainsforestry.co.uk by no later than 30th September 2024

Kind Regards

Justine Clark

Client Account Manager

Fountains Forestry UK Ltd

Keenleyside 2, Crabtree Hall Business Centre, Little Holtby

Northallerton, N.YORKS,DL7 9LN

Tel: 01609 590233

Mobile: 07436 241373

justine.clark@fountainsforestry.co.uk

www.fountainsforestry.co.uk



Please consider the environment before printing this e-mail – thank you



Woodland Management Plans

Collecting feedback during the Woodland Management Plan consultation period

* Required

1

Which Woodland Management Plan area is local to you? *



- North
- Midland
- South
- None of the above

2

Who are you representing with your feedback?

Enter your answer

3

To what extent do you agree with our proposals?



4

Which aspects of the Woodland Management Plan do you like?

Enter your answer

5

Which aspects of the Woodland Management Plan do you dislike?

Enter your answer

6

If you are able to add any further detail that you think may have a bearing on the overall plans for the woodlands, please provide details below.

Enter your answer

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clerk@holmevalleyparishcouncil.gov.uk

From: Rowley Sarah <Sarah.Rowley@peakdistrict.gov.uk>
Sent: 02 September 2024 10:34
To: Undisclosed recipients:
Subject: Sarah invites you to complete: Peak District National Park Stakeholder Climate Change Survey

Peak District National Park Stakeholder Climate Change Survey

2nd September 2024

The Peak District National Park Authority, working in partnership with researchers at the University of Sheffield, is seeking to understand the thoughts, attitudes and opinions of residents, local people and stakeholders regarding climate change in the National Park.

Please can you complete and forward this survey invitation to any relevant contacts (residents, local people, stakeholders in organisations / businesses in the National Park).

All responses are extremely helpful and your feedback will inform the National Park Management Plan for the Peak District.

Please complete this Climate Change Survey by clicking 'Start' or on this link
<https://forms.office.com/e/USwLQxj8BK>

The survey will close on 11 October 2024.

Many thanks in advance

[Start now](#)



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Sarah Rowley
Data, Strategy & Performance Officer

Sarah.Rowley@peakdistrict.gov.uk

Peak District National Park Authority



Sign up to receive the Peak District National Park Foundation's [Our Peak e-newsletter](#) to keep up to date with [appeals and projects](#) to look after the National Park for everyone forever.

Peak District National Park Authority, Aldern House, Baslow Road, Bakewell, DE45 1AE. Phone:01629 816200

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