

# Holme Valley Parish Council

To: Members of the Community Assets Support Committee

You are hereby summoned to attend a meeting of the **COMMUNITY ASSET SUPPORT COMMITTEE** to be held on **MONDAY, 27 JANUARY 2020 at 19:30 pm, at Holmfirth Civic Hall, Huddersfield Road, Holmfirth, HD9 3AS** to transact the following business:

## - AGENDA -

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

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|--------------------|---|----------------|
| <b>1920<br/>52</b> | <b>Public Bodies (Admissions to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014</b><br>As Local (Parish and Town) Council meetings can be recorded, the Chairman to check if anybody wishes to record the meeting, to ensure reasonable facilities can be provided.  | <b>7.30pm</b>  |
| <b>1920<br/>53</b> | <b>Public Question Time</b><br>Prior to the commencement of the business session of the Committee meeting, there will be an open session lasting 15 minutes, for members of the public to speak to Members.   | <b>7.31 pm</b> |
| <b>1920<br/>54</b> | <b>To accept apologies for absence</b>  | <b>7.46 pm</b> |
| <b>1920<br/>55</b> | <b>To receive members' personal and disclosable pecuniary interests in items on the agenda</b>  | <b>7.47 pm</b> |
| <b>1920<br/>56</b> | <b>To consider written requests for new DPI dispensations</b>   | <b>7.48 pm</b> |
| <b>1920<br/>57</b> | <b>To consider whether items on the agenda should be discussed in private session</b>   | <b>7.49 pm</b> |
| <b>1920<br/>58</b> | <b>To accept the minutes of the C.A.S.C meeting on 9 December 2019 numbered 1920 41 to 1920 51 distributed previously. (B)</b>  | <b>7.50 pm</b> |
| <b>1920<br/>59</b> | <b>For noting; further information on Grant Applications</b><br><br><b>1) Holmfirth Civic Hall Community Trust</b><br>The application for £30,000 toward the cost of renovating the downstairs toilet block and the development of an office was passed at Full Council on 16/12/2019 with the proviso that the HCHCT sought at least three tenders for the work in the usual manner.<br>The HCHCT later confirmed that this process is in hand. The grant of £30,000 will be made in due course and will be a payment under section 133 of the 1972 Local Government Act.<br><br><b>2) Holmfirth Tech.</b><br>An application for £25,000 was approved at Full Council on 16/12/2019 on the proviso that the NALC legal advice, being sought at that time, agreed that this grant would be legal and appropriate.<br>That advice was positive and agreed that the grant could be made under Section 133 of the 1972 Local Government Act. The money was transferred on the 21/01/2020 with the proviso that it is returned to HVPC if the purchase of the | <b>7.51 pm</b> |

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Holmfirth Technical building is not successfully completed.

## 1920 Holmfirth Public Conveniences 60

8.00 pm

**The committee is to review the annual cost of running the public toilets in Holmfirth and decide whether to continue looking for a tenant for the lettable space next door or look at alternative future uses such as office space for council or affiliated bodies.**

Based on the payments and donations for the 9 months of the year so far, the annual costs of the Toilets are approximately ;

Maintenance contractor.....	£ 10,000
(including repairs, cleaning, collecting and banking donations)	
Electricity.....	£ 1,000
Water/sewerage.....	£ 2,500
Soap, Paper etc and materials for maintenance.....	£ 2,500

TOTAL cost £ 16,000

Donations received £ 5,000

Overall running costs for the toilets ..... £ 11,000  
Income from renting out the lettable space..... nil  
(which was hoped to be approximately £ 8000 pa.)

**The committee members have been to view the lettable space recently and are required to consider the forward planning for the use of this space given that none of the interested parties who have viewed the space so far have taken up a lease.** Some of those interested have wanted to put in a window on the wall facing the bridge and a paved area underneath (outside), both of which will require planning permission.

The Clerk notes that if the space is rented out then this may have consequences in terms of the council's VAT status.

( C ) Supporting document. Notes on previous decisions about renting out the space next to the Toilets.

## 1920 To Consider the progress of the asset transfer of Honley Library and 61 readiness for exchanging draft heads of agreement with Kirklees Council.

8.30 pm

**Kirklees Council are now ready to send Holme Valley Parish Council the draft heads of agreement for transfer of this asset into the management of the Council.**

The Clerk and three council members of the Asset Transfer Group (CAT) have been meeting with the trustees of the Library regularly. The most recent meeting was on 19<sup>th</sup> December 2019 with the trustees and members of the Kirklees Properties Team.

The energy, enthusiasm and patience of the Trustees has been remarkable, and they are delighted that this juncture has been reached after two years of tireless work.

There has been significant progress in reassuring ourselves that all the possible checks have been made as to the robustness of the building and its fittings and the surrounding land (and trees). The trustees have been pursuing all the issues and seeking support from

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Kirklees in addressing all the matters within their brief. Some more minor matters still remain but these will be taken up by the Parish Council once the transfer is completed. These include making the lighting more energy efficient, insulating the roof, installing a remote control for the heating system and repositioning the computers so that the maximum floor space is available for community use.

Insurance quotations for the building are being sought by the Clerk. The Council's solicitor is ready to receive the Heads of Agreement and to work on the lease to the Council of the building and the sub lease of the Library to the Trustees of Honley Library.

The trustees have been working on a survey of the building and the development of a plan that assesses the maintenance requirements, timescales and costs in coming years.

The Deputy Clerk has included the expected annual running costs of £ 15,000 in the next year's budget for 2020/21. There is also £15,000 in earmarked reserves.

## **1920 To Consider the Contract for the maintenance contractor 62**

**The Clerk request that the committee considers renewing the current contract for the maintenance contractor in its present form.**

The arrangements for the maintenance contractor are due for review but the Clerk requests permission to defer this process for another year due to pressure of work. The maintenance contractor carries out his many and varied duties with pride and resourcefulness. In the light of other work pressures on the officers this seems one extra duty that can be deferred. This has been agreed by the Service Provision Committee in regard to the work the maintenance contractor carries out to the seats, shelters and phone boxes.

## **1920 To review the CASC budget for 2020-2021 63**

**8.45 pm**

**The Committee is to consider the C.A.S.C budget for 2020/21 suggested by the RFO and agreed in principle by a meeting of the committee chairmen on 13 January 2020. (D)**

This budget includes;

£30,000 earmarked reserves for the Civic Hall. (They anticipate no requests for grants this coming year.)

£15,000 for Honley Library with £15,000 earmarked reserves for renovations and insurance.

£16,000 running costs for the Holmfirth Toilets and associated space (Garside Buildings) plus an estimated £5,000 for renovation of the adjacent space.

Close of meeting

**9.00 pm**

*Liz Bennett*

Ms Elizabeth Bennett

Clerk

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