

Holme Valley Parish Council

To all Members of the Council

You are hereby summoned to attend a Meeting of the **Council** to be held on **MONDAY 23 MARCH 2020** in the **Lesser Hall** at **HOLMFIRTH CIVIC HALL, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS** at **20:30 PM**, to transact the following business -

- AGENDA – (A)

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. The Council may agree to defer (in whole or part) any items on the Agenda, if necessary.

Public Question Time **8.30 PM**

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

1920 170 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014 **8.32 PM**

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

1920 171 To accept apologies for absence **8.32 PM**

1920 172 To receive Members' interests in items on the agenda and to consider any written requests for new DPI dispensations. **8.33 PM**

1920 173 To receive any Officers' interests in items on the agenda. **8.34 PM**

1920 174 To consider whether any items on the agenda should be discussed in private **8.35 PM**

1920 175 To confirm the Minutes of the previous Council Meeting **8.36 PM** - held on 3 February 2020, numbered 1920 – 151 to 169 inclusive (B).

1920 176 Grants **8.37 PM**

Referred from The Finance and Management Committee but under the CASC remit;

- 1) To consider a grant of £7,500 to the Holmfirth and District Bowling Club for the development of a new toilet block which incorporates disabled access and facilities for the disabled. (C)
- 2) To consider the grant of £2000 to the Wooldale Community Association for the resurfacing of the Children's play area. (D)

Referred from Finance and Management but under the Climate Emergency remit;

- 3) To consider a grant of £1000 to the Hepworth Junior and Infant School for the purchase of a food waste composter. (E)

Referred from The Finance and Management Committee because the papers were not on the agenda;

- 4) To consider a grant of £560 to the Honley Under 15's Football Club for

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the training costs attached to a trip to Spain. (F)

1920 177 Payments.

8.35 PM

Referral from the Publication and Communications Committee

1)To consider the payment of £1076.10 to purchase three HVPC Plaques for the Civic Hall, The Holmfirth Toilets and the Honley Library. (G)

2)To consider increasing the payment to the Holmfirth Womens Institute for their VE day celebrations from £90 to £200; to honour a commitment from the Clerk that was given in error.

Referral from the Community Asset Support Committee

3)) To consider the proposal for a payment of £2,600 to purchase an outside drinking water dispenser at the Holmfirth Public Toilets (H)

1920 178 Referred from Finance and Management

8.45 PM

The Clerks request that the Council approves payment of the monies that have already been agreed for the HCHCT works (£30,000 for the toilets and £10,000 for the fire escape) to be paid to the HCHCT in this financial year on **the signed understanding that the monies are not used before completion of a tendering process and that the tendering process will include a member of C.A.S.C .**

1920 179 Referred from Finance and Management Committee

8.50 PM

To agree the virements as proposed by the RFO as follows;

Council:

- **200 APS and Petty Cash (administration and stamps) will be around £300 overbudget**
Suggested virement: vire from 273 Staffing Matters inc Legal Advice which is £18000 under spent
- **201 Audit will be around £700 overbudget**
Suggested virement: vire from 273 Staffing Matters inc Legal Advice which is £18000 under spent
- **265 Office Costs (Room Hire) will be £84.00 overbudget**
Suggested virement: vire from 260 Office Equipment which is c £250 underspent
- **271 Sub Contractor Services will be £1086.50 overbudget**
Suggested virement: vire from 270 Salaries which will be nearly £3000 underbudget
- **280 Telephones will be around £200 overbudget**
Suggested virement: vire from 240 Equipment Maintenance which will which will be around £500 overbudget
- **285 Training will be around £2500 overbudget**
Suggested virement: vire from 273 Staffing Matters inc Legal Advice which is £18000 under spent

Community Assets Support Committee:

- **580 Public toilets day to day may be a little overbudget**

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<p>Suggested virement: vire from 651 Community which will be £30,000 underspent</p>
<p><u>Climate Emergency Committee:</u></p> <ul style="list-style-type: none"> • No virements needed; likely to be £1000+ underspent
<p><u>Finance and Management Committee:</u></p> <ul style="list-style-type: none"> • 410 Electronic Support Maintenance may need a virement to cover subscription to Rialtas accountancy package (around £2000 set up) Suggested virement: vire from 230 Contingencies, - £3000 underspent
<p><u>Planning Committee:</u></p> <ul style="list-style-type: none"> • No virements needed; likely to be around £5000 underspent
<p><u>Publications and Communications Committee:</u></p> <ul style="list-style-type: none"> • 560 Tidy Trader awards will be £44.68 overbudget Suggested virement: vire internally from 620 Community Champions which is £130 underspent • 610 Website and Media Co-ordination is £379 overbudget Suggested virement: vire internally from 615 Publications which is likely to be around £2000 underspent
<p><u>Service Provision Committee:</u></p> <ul style="list-style-type: none"> • 535 Seats and Shelters at year end is likely to be around £1500 overbudget Suggested virement: vire internally from 551 CCTV budget which is £5000 underspent • 505 Christmas Provision at year end will be £149.33 overbudget Suggested virement: vire internally from 551 CCTV budget which is £5000 underspent

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| 1920 180 | <p>To agree the renewal of Insurance for Holmfirth Civic Hall .
To agree that a sum of £4,362.60 is paid to Ansvar Insurance to insure the building.</p> | 8.55 PM |
| 1920 181 | <p>To agree the renewal of Insurance for Holme Valley Parish Council.
To agree that a sum of £1,673.79 is paid to Zurich Insurance.</p> | 8.57 PM |
| 1920 182 | <p>To note that the proposed amalgamation of the Community Asset Support Committee with the Service Provision Committee is no longer supported.</p> | 8.58 PM |
| 1920 183 | <p>To consider the schedule of meetings for the next Council Year 2020/21.
Schedule for 2020/21 attached. New colour scheme to avoid confusion (GG)</p> | 9.00 PM |

Please note that to accommodate all the meetings required at the frequency determined by the Standing Orders the Clerk has timetabled the Climate Emergency Committee on Tuesday evenings. The C.A.S.C and Service Provision committees remain separate. Multiple meetings on one night are at a minimum but since all possible evenings have one meeting there will be more double meetings when extraordinary meetings are required so we all need to work towards keeping those to a minimum.

1) To consider suspending Council meetings for a period until the government advice regarding the issue of social distancing etc alters. Three months is the current guidance. The rules are changing every day but at the moment it has been agreed that the Internal Audit can be extended until September. The deadlines for Annual meetings etc are also likely to be extended soon.

2) To consider how the Council offices will carry on for the foreseeable future. i.e. that the chairmen and vice chairmen stay the same until meetings resume.

3) To consider the provision of monies to help the community cope with the effects of the coronavirus over the next few months until Council Meetings resume.

The guidance from NALC today (18/3/2020) is that this must be the priority for local councils;

“SUPPORTING LOCAL COMMUNITIES

Local councils are ideally placed to inform and support residents as they already do in so many spheres — from assisting during flooding and other emergencies to supporting vulnerable or lonely people. And this will almost certainly be the case in the current situation. Cllr Sue Baxter, chairman of NALC met Nigel Huddleston MP (DCMS representative on COBRA) who saw a potentially big role for parishes during the current period, keeping an eye on vulnerable people and encouraging new volunteers to come forward to help. We are assessing the implications of this week’s budget and other announcements and will keep you informed.

NALC has had an engagement with Public Health England (PHE) and communicated the desire from local councils to support their communities and the need for information on how best to do this within the scope of government advice on social distancing. PHE is planning to launch further guidance to support community activities next week and we will circulate this once it is launched.”

1920 185 To consider the delegation of duties and responsibilities while the Council business is in recess.

Guidance from YLCA is thus;

“the delegation needs to be broad and to the effect that the council empowers the clerk/RFO to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. If wished, councils can agree that the officer will consult with the chairman and/or vice-chairman in the decision making but councils must acknowledge that it is the officer that is the decision maker”

Close of Meeting

9.20 PM

Liz Bennett

Mrs E Bennett
Clerk

Holme Valley Parish Council

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