

# Holme Valley Parish Council

To all Members of the Council

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You are hereby summoned to attend a Meeting of the **Council** to be held on **MONDAY, 29 June 2020 on-line , zoom platform, at 19:00 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** 7.00 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.

### 2021 21 **Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014** 7.15 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. The zoom meetings are recorded on the clerk's computer.

### 2021 22 **To accept apologies for absence** 7.16 PM

### 2021 23 **To receive Members interests in items on the agenda and to consider any written requests for new DPI dispensations** 7.17 PM

### 2021 24 **To receive Officer's interests in items on the agenda.** 7.18 PM

### 2021 25 **To consider whether any items on the agenda should be discussed in private** 7.19 PM

### 2021 26 **To confirm the Minutes of the previous Council Meeting** 7.20 PM

Held on 1 June 2020 numbered 2021 01 to 2021 20 inclusive **(B)**.

[Council\\_Minutes\\_draft.pdf](#)

### 2021 27 **To confirm the Committee Minutes under delegated powers ( deferred from original agenda for 23/3/2020)** 7.22 PM

- (1) Community Assets Support Committee 27/01/2020, numbered 1920 52 to 1920 63 [CASC\\_Minutes\\_27\\_January\\_2020](#)
- (2) Planning Committee, 27/01/2020, numbered 1920 153 to 1920 164 incl. [Minutes - Planning](#)
- (3) Planning Committee 10/2/2020, numbered 1920 165 to 1920 176 [Draft\\_Minutes - Planning](#)
- (4) Publication and Communications Committee 10/2/2020, numbered 1920 51 to 1920 66 [Minutes\\_Pubs\\_and\\_Comms.](#)
- (5) Staffing Committee, 24/2/2020, Numbered 1920 51 to 1920 59 incl. [Staffing 24/2/2020](#)
- (6) Minutes of The Grants Working Party 24/2/20 (C)
- (7) Finance and Management , 2/3/2020 numbered 1920 74 to 1920 98 [Finance and Management 2/3/2020](#)

#### **Since the Council meetings resumed On-line**

1. Council Meeting 1/6/2020 , numbered 2021 01 to 2021 21, [Council\\_Minutes 1/6/2020](#)
2. Climate Emergency meeting , 8/6/2020 , numbered 2021 01 to 2021 14 , [Draft\\_Minutes\\_08\\_06\\_20 - Climate\\_Emergency](#)

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3. Planning Committee 15/6/2020 . numbered 2021 01 to 2021 13,[Draft Minutes - Planning 15/6/20](#)
4. Community Asset Support Committee 22/6/2020 numbered 2021 01 to 2021 29 ( to follow )

## Payments/Finances

- 2021 28 **To consider a payment of £1,000 to the Civic Hall Community Trust for a 'deep clean' of the hall before reopening following the Covid -19 restrictions. ( C)** 7.30 PM

This would be drawn from the emergency fund set aside for the Hall during the Covid -19 crisis. So far £4000 of the £15,000 set aside has been allocated.

- 2021 29 **To note the payment schedules for February, March April , May 2020.( Di), (D ii) , (D iii), (D iv), which were approved by the Clerk under delegated powers.** 7.35 PM

**To approve the payment schedule for June 2020. (D v).**

- 2021 30 **To approve a list of regular payments, up to £500, that can be paid by the clerks before signatures are obtained ( according to Financial Regulation 5.6 , 5.7).(E)** 7.40 PM

The RFO would like to be able to pay the Maintenance contractor in the same way so as to avoid long delays when the council is not meeting. This would mean delegating these payments to the RFO, who would then report the payments to Council or F &M at the next meeting.

- 2021 31 **To approve that the payments made for clerks' pay, tax and national insurance can be made by standing order ( Financial Regulations 6.8)** 7.45 PM

The clerk and deputy clerk do not claim overtime as this would mean complex calculations each month. If necessary, they can take lieu time for extra hours worked. This means the monthly amounts are always the same and they can more conveniently be paid by standing order. It would save significant time for the RFO.

- 2021 32 **To consider a joint membership of the Yorkshire First Charity ( with HCHCT) at a cost of £30 per year.** 7.47 PM

This is a registered charity that supports local organisations to raise funds. It will be a useful link for both The Civic Hall Trust and the Council in a joint approach to securing funding for our community. <https://beta.charitycommission.gov.uk/charity-details/?regid=515538&subid=0>

## Referral from the C.A.S.C committee

- 2021 33 **To approve the re-opening of the Public Toilets in Holmfirth.** 7.50 PM

At the CASC meeting on 22 June 2020 it was approved to re-open the public toilets in Holmfirth from 2/7/2020 with due regard to minimising risks to the staff and public from Covid- 19 infection. Clerk to report.

- 2021 34 **To approve a virement of £9,000 form the general reserves to the CASC budget for 2020/21.** 8.00 PM

This money remained in the CASC budget at the end of last year and would have been allocated to two community bodies had that decision been taken at Full Council on 23 March 2020. Because of the Covid -19 crisis, the meeting was shortened and the grants

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were not considered. If this virement is approved then the C.A.S.C committee can honour all the grants it approved at the meeting on 22/6/2020.

## Referral from the Planning Committee

2021 35 **As Chair of the Neighbourhood Plan Steering Group, Cllr Hogley proposes that the Submission Neighbourhood Development Plan and its accompanying Consultation Statement and Basic Conditions Statement be approved for formal submission to Kirklees Council and the Peak District National Park Authority.** 8.050 PM

*Following final comments from Kirklees and PDNPA, the Neighbourhood Plan has been considered by the Planning Committee which recommends that it progress to the next stage of development. This consists of Regulation 16 consultation by the local planning authorities prior to an Independent Planning Examiner reviewing the document. It will then progress (with any modifications recommended by the Examiner) to a public referendum in May 2021.*

*If 50% of all those who vote, vote in favour, the NDP will then be 'made' and thereafter formally influence planning decisions in the Holme Valley. All the documentation is available on the*

*website: [https://www.holmevalleyparishcouncil.gov.uk/Neighbourhood\\_Plan\\_22997.aspx](https://www.holmevalleyparishcouncil.gov.uk/Neighbourhood_Plan_22997.aspx) and a summary presentation has been provided to councillors ( F )*

## POLICY UPDATES and POLICY CHANGES

2021 36 **Standing Orders.** 8.10 PM

**The council is to consider a motion ( supported by 6 councillors) that amends the Council's standing Orders as described in paper ( G ) below.**

Standing Orders 2019, [Standing Orders 2019](#)

Standing Orders as proposed ( G )

There are some minor changes that were suggested by the 2019 NALC Model. The main changes proposed by this motion are in section:

4) added the Climate Emergency Committee.

15) to give the Deputy Clerk permission to carry out some of the Proper Officer's duties.

26) Office Holders. Suggestion that the Chairman of the council must have been on the Council for 3 years, the Vice Chairman for 2 years and removes the idea of a progression through the ranks.

26.j ) That councillors submit a 'committee preference' form a week prior to the voting taking place.

2021 37 **The Scheme of Delegation** 8.20 PM

**The council is asked to approve the 2020 Scheme of Delegation (H)**

The main proposed changes to the existing scheme are suggested by the Clerk after consultation with the YLCA. The YLCA suggested separating the terms of reference for each committee from the actual Financial Delegations. They also recommend that these terms of reference are published alongside the description of each committee as it appears on the website.

The Clerk has also added the Climate Emergency committee to the list of standing committees and added the terms of reference agreed by that committee.

The proposed changes from those in 2019 are in green.

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The final determination on numbers of members on each committee are dependent on the outcome of the approval of the new Standing Orders (above).

2021 38 **To approve the Schedule of Meetings from 27 July and through to May 2021 (I)** 8.30 PM

This schedule now takes us up to May 2021 whether we have online meetings or are back to meeting in person. There is a slight adjustment to the timetable for the end of July and beginning of August . It is proposed that the Grants Working Party takes up the extra week on the 27 July and that Planning moves to the 3 August which is a preferred spacing for them.

2021 39 **To consider a date for the council to hold elections for the chairmen and vice chairmen of the Council, chairmen and members of committees.** 8.40 PM

2021 40 **To consider whether the Council is minded to publish the online council meeting recordings on YOU- Tube with a link from the council website. There are no cost implications.** 8.44 PM

2021 41 **To Note that nine complaints have been received** from members of the public ( week beginning 8/6/2020) in relation to alleged breaches of the Code of Conduct by a member of the council . 8.45 PM

These complaints have all been forwarded to the Kirklees Monitoring Officer. There is little to be added to the existing sanctions except to ask that the offending tweets are removed.

2021 42 **To Note ; Freedom of Information request** regarding the Council's involvement in a decision to re-open the Holme Valley reservoirs following the relaxation of Covid 19 restrictions. 8.46 Pm

The reply has been given and the enquirer is content. (see correspondence below) **(K)**

2021 44 **To note ; A complaint from a member of the public that there were two different forms in use for DPis and that the thresholds for declaration of gifts and hospitality were either £25 or £50.** 8.47 PM

This was clarified with the Kirklees Monitoring Officer who was of the opinion that the forms so far used are both sufficient. Any councillor should know that the amount a councillor can receive before it has to be declared is determined by the Kirklees Code of Conduct and therefore applies to all councillors equally. The clerk will ensure that if DPis are up-dated the newer forms will be used.

2021 43 **To Note.** A report from River Holme Connections on the works they have undertaken in the previous year. **(J)** 8,48 PM

## Correspondence

2021 45 **To Note ;**Letter expressing concern and querying the Council's decision to cease the servicing of the Church Clocks, received in February.**(K)** 8.49 PM  
The enquirer asked for the legal evidence for this change of procedure and seemed content with a copy of the YLCA guidance on the matter.

2021 46 **To Note ;**Letter from a resident ( who also submitted an FOI request) asking what the Council can do to discourage anti- social behaviour at reservoirs. **(K) An enquiry was made of the local Police.** The police reply is also printed in **(K)** 8.50 PM

2021 47 **To Note ;**Letter from Holmfirth Tech Ltd. announcing the successful purchase of the 8.51PM

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Building and thanking the council for its support. (K)

At the Community Assets Support Committee meeting on 22/6/2020 it was agreed that a letter of congratulation should be sent to the Tech, adding thanks for their support during the Covid -19 crisis

2021 48	<b>To Note;</b> Letter of thanks from Honley Cricket Club for a grant given in December 2018 for a grass roller (L)	8.52 PM
2021 49	<b>Chairman's report</b>	8.53 PM
	<b>Close of meeting</b>	9.00 PM

Liz Bennett

Mrs E Bennett. Clerk.

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