

Holme Valley Parish Council

MINUTES OF THE PUBLICATIONS & COMMUNICATIONS COMMITTEE HELD ON MONDAY 10 FEBRUARY 2020

Those present:

Chairman: Cllr R Hogley

Members: K Bellamy, J Brook, D Carré

Officers: Mr R McGill (Deputy Clerk)

Welcome

Public Question Time

Prior to the commencement of the business session of the Council, there was opportunity for an open session lasting 15 minutes, for members of the public to speak to the Council. No members of the public were present.

1920 51 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014

As Local (Parish & Town) Council meetings can now be recorded, the Chairman checked if anybody wished to record the meeting, to ensure reasonable facilities could be provided. No one wished to record the meeting.

1920 52 To accept apologies for absence

RESOLVED: Apologies for absence were received from Cllr Barker and Cllr Feeney and approved by the Committee. Cllr Lockley did not tender an apology for his absence.

The Committee discussed Cllr Lockley's ability to attend this and other Standing Committees. The Deputy Clerk reported that he had previously emailed Cllr Lockley with a suggestion to step down from the Standing Committees and to prioritise attendance at full Council, - as resolved at the last meeting of the Publications and Communications Committee, - but had received no reply from the Councillor.

RESOLVED: As Cllr Lockley's other commitments make it difficult to attend Standing Committee meetings, the Committee reiterated to the Deputy Clerk to review his Memberships with him with a view to prioritising his attendance at meetings of the full Council.

1920 53 To receive Members' personal and disclosable pecuniary interests in items on the agenda

None received.

1920 54 To consider written requests for new DPI dispensations

None received.

1920 55 To consider whether items on the agenda should be discussed in private session

RESOLVED: The Committee decided that no items needed to be discussed in private session.

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1920 56 To confirm the Minutes of the previous Committee meeting

RESOLVED: The Minutes of the Publications and Communications Committee Meeting held on 11 November 2019, numbered 1920 32 to 1920 50 inclusive – previously distributed, - were confirmed.

1920 57 Community Champions Award

At this point, Cllr Bellamy declared a personal interest in the Holmfirth Civic Hall Community Trust.

The Chairman reported on the award-giving, noting that the awards had gone to worthy winners, and that there had been positive feedback. Committee Members felt that the process had worked well.

RESOLVED: At this point, a Councillor asked to discuss something in private session and this was supported by the Committee.

1920 59 VE Day 75th Anniversary 8th May 2020 Grant Applications

After some preliminary discussion about the Tour de Yorkshire and how the Parish Council would mark that event, it was decided to go through the VE Day Grant Applications first so as to have a better idea of money that might be left available to spend to commemorate the Tour. The VE Day 75th Anniversary 8th May 2020 Grant Applications were hence moved up the agenda to this point.

At this point, Cllr Carré declared a personal interest in the application from Friends of Cliff Recreation Ground.

The Standing Committee considered a grant application for £100 from Friends of Cliff Recreation Ground.

RESOLVED: As the Council had received fewer applications than anticipated, the Committee decided to make an award greater than that requested. The Committee awarded £200 to Friends of Cliff Recreation Ground.

The Standing Committee considered a grant application for £100 from Honley Village Community Trust.

RESOLVED: As the Council had received fewer applications than anticipated, the Committee decided to make an award greater than that requested. The Committee awarded £200 to Honley Village Community Trust.

The Standing Committee considered a grant application for £60 from Holmfirth Women's Institute prattyflowers.

RESOLVED: As the Council had received fewer applications than anticipated, the Committee decided to make an award greater than that requested. The Committee awarded £90 to Holmfirth Women's Institute prattyflowers.

1920 58 Events/Publicity

The Standing Committee considered the upcoming stage of the Tour de Yorkshire (Men's and Women's races) which goes through the Holme Valley Saturday 2nd May 2020, passing through Netherthong, Holmfirth, Hade Edge. There was discussion about what we would do as a Council to support the celebration of the race and the Holme Valley.

RESOLVED: That the Deputy Clerk would contact the primary schools in Netherthong, Holmfirth, Hade Edge to offer them £150 each to fund some sort of public commemorative display of the race.

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RESOLVED: Committee Members were to attend the Tour de Yorkshire roadshow Tuesday 25 February 7-9pm Holmfirth Civic Hall to get information and to pass on information

1920 60 HVPC signs and Information

Members considered quotations from a number of civic plaque manufacturers for the Asset Transfer plaque for outside Holmfirth Civic Hall; potentially one also for Honley Library and for Holmfirth Public Toilets.

RESOLVED: The Committee will recommend to full Council on 23/03/20 the offer of cast aluminium plaques from Leander Architectural of Buxton, Derbyshire with a view to commissioning within the current year's CASC budget.

1920 61 Council Noticeboards

Members considered the street-side noticeboard on Huddersfield Road which now has a padlock, so Officers have more control over the content displayed. The Committee considered what information might be included on the noticeboard as a more formal display.

RESOLVED: The Deputy Clerk would do a mock-up of the notice board including the items suggested by the Committee for inclusion.

Members considered what to do with the official Holme Valley Parish Council noticeboard, currently in the Council Chambers.

RESOLVED: The Committee decided to look into whether the noticeboard could be sited in Honley, - perhaps on Honley Library, perhaps in some other public place. The Deputy Clerk would contact Cllr Colling and Cllr East from Honley wards regarding potential sites for the noticeboard. The noticeboard would carry similar information to the Holmfirth Civic Hall noticeboard. The maintenance contractor would be asked to refresh the noticeboard before it is installed.

NOTED: Councillors noted that there is no official NALC advice with regard to the information to be held on a Councillor's identity badge. The Deputy Clerk will update the badges with dates of the Council Term in due course.

1920 62 Parish Council Information

The Committee considered whether to relaunch a simple information leaflet like that previously distributed.

RESOLVED: The Committee resolved not to launch a simple information leaflet as suggested by the Deputy Clerk but, instead, to use the Annual Report more effectively as a means of communicating what we do, and successes we have had, and to distribute the Annual Report more effectively.

Cllr Carré reported on behalf of the Climate Emergency Standing Committee regarding progress on the publication of the Climate Emergency Action Plan.

1920 63 Press Coverage

Holme Valley Review:

Councillors noted the recent Holme Valley news articles from the Holme Valley Review. Councillors considered ideas for articles for the forthcoming editions of the Holme Valley Review.

RESOLVED: The next edition of the Review (submission date 24/02/20) would likely feature articles on 1) the setting of the Budget/Precept; 2) an update on the Neighbourhood Development Plan; 3) an invite to the Annual Parish Meeting.

The following edition of the Review (submission date 23/03/20) would potentially feature

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articles on 1) the Tour de Yorkshire; 2) noticeboards; 3) climate emergency; 4) VE Day.

1920 64 Holme Valley Parish Website and Facebook

Cllr Hogley reported that she had gone through the Parish Council website and passed on to the Deputy Clerk an itemised list of where things needed adding, amending or updating.

RESOLVED: The Deputy Clerk would work through the report to improve the website.

The Committee considered the Holme Valley Parish Council Facebook page.

RESOLVED:

- The Deputy Clerk would try to join Facebook as “Holme Valley Parish Council.”
- If successful, Cllr Hogley would attempt to make “Holme Valley Parish Council” and the Deputy Clerk the administrator of the Facebook page.
- The Deputy Clerk would liaise with Cllr Carré with regard to joining the Holmfirth Community Facebook group.

The Committee considered implications of the Council’s resolution to record and publish audio recordings of all Council and Standing Committee meetings. The Deputy Clerk was not sure whether Vision ICT had the facility to publish audio files to the Parish Council website. Alternatively, sites like YouTube or Soundcloud could be used for storage of meeting recordings.

RESOLVED: The Deputy Clerk to investigate options for storing recordings of meetings for public record.

The Council must develop a protocol for recording meetings.

1920 65 Year-to-date Budget against expenditure

NOTED: Members noted the Year-to-Date Budget v Expenditure report from the Deputy Clerk.

1920 66 Budget 2020-21

NOTED: Members noted the Standing Committee’s budget for next financial year.

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Chairman