

Holme Valley Parish Council

To all Members of the Publications and Communications Committee

You are hereby summoned to attend a meeting of the Publications and Communications Standing Committee to be held at **HOLMFIRTH CIVIC HALL, HUDDERSFIELD ROAD, HOLMFIRTH HD9 3AS** on **MONDAY 5 JULY 2021** at **7pm** to transact the following business: -

- AGENDA – (A)

	Welcome	7.00 pm
	Public Question Time	
	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.	
2122 01	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 meeting will be recorded by the Officer in audio format for publication on the Parish Council's YouTube channel.	
2122 02	To accept apologies for absence	7.16 pm
2122 03	To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda	7.17 pm
2122 04	To consider written requests for new DPI dispensations	7.18 pm
2122 05	To consider whether items on the agenda should be discussed in private session	7.19 pm
2122 06	To confirm the Minutes of the previous Committee meeting	7.20 pm
	- To confirm the Minutes of the Publications and Communications Standing Committee Meeting held on 15 March 2021, numbered 2021 47 to 2021 53 inclusive. (B)	

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2122 07 Events/Publicity/Anniversaries

To consider, regarding the centenary of the Honley Show, how the Parish Council will commemorate the 100th anniversary in some way. Deputy Clerk to report.

7.21 pm

To note, regarding the 70th anniversary of Holme Moss transmitter, the Committee had resolved for the Deputy Clerk to write to Arqiva, who own and operate the transmitter, to find out if anniversaries of the transmitter are celebrated, and whether, - pandemic-dependent, - the Parish Council might be involved in celebrations. Arqiva, unfortunately, did not respond to the Deputy Clerk's email.

To note, the Committee had resolved to look into ways to celebrate the 100th birthday of the Duke of Edinburgh which would have been 10th June 2021. Unfortunately, the Duke died 9th April 2021, and the Parish Council followed protocol in honouring his memory as best we could under pandemic restrictions.

To consider, whether/how to commemorate the 40th anniversary of the Holme Valley minibus service which took place in 2020 when we were under lockdown.

2122 08 HVPC signs and information

7.30 pm

- i. Asset Transfer Plaques for the Civic Hall and Holmfirth Toilets:
 - a. Regarding the commemorative plaque at Holmfirth Toilets, the maintenance contractor was previously asked to move the plaque. This was because of a misunderstanding about its correct siting. However, the maintenance contractor says he is loath to remove the plaque as, he reports, it is not just bolted into the external wall of the toilet, it is also bonded to the wall, and to remove the plaque is quite likely to damage it. A further point is that the plaque was fitted very slightly askew, so it is not on a level, - see photo.
To consider whether to move the plaque with attendant risks or to leave it where it is. **(C)**
 - c. To note, the commemorative plaque has been affixed to Holmfirth Civic Hall. **(D)**
 - d. To consider, whether to commission the commemorative plaque for Honley Library. Deputy Clerk to report.
- ii. Pavement Sign for the Maintenance Contractor:
To note, the pavement sign for the maintenance contractor is now in use. **(E)**
- iii. Sign at the rear of Holmfirth Toilets:
To note, the sign has been affixed to Holmfirth toilets. **(F)**
To consider, whether we perhaps replace this sign with a larger sign and move this sign to the front of the toilets.

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2122 09

Council noticeboards

7.35 pm

- i. To note, the Deputy Clerk has done some work with regard to the Parish Council's notice board at the Civic Hall to try and make it more useful and interesting. The board now consists of 1) Council News (from Holme Valley Review) 2) Meetings Calendar 3) a Photo of the Month 4) contact details for the Parish Council and 5) Notice of Accounts 2020-21 **(G)**
The deputy clerk has also added some historical photos from each of the parish wards. This will be varied with more colourful, contemporary photos in future months.
The Deputy Clerk has updated the map with the parish wards and photos of the Councillors. This will be added to the notice board once the Accounts paperwork comes down in early August. **(H)**
To consider any further additions or amendments to the Civic Hall notice board.
- ii. The notice board at Holmfirth Toilets was installed and looks well but there has been little opportunity to use it to promote local events. At the moment, the board has a map central Holmfirth and the access map of Holmfirth designed for people with mobility issues. **(I)**
To consider, how to use this notice board more effectively.

2122 10

Press coverage

7.40 pm

Holme Valley Review:

- i. To note, editions of the Holme Valley Review for February, April, May and June 2021 **(J)**
- ii. To consider, articles for the upcoming Holme Valley Review re-scheduled for 2nd August 2021.
- iii. To consider, whether Committee Chairs will prepare their Annual Reports for this August 2nd edition or whether the Annual Report should be published in the subsequent September 6th edition.

2122 11

Holme Valley Parish Council website and social media

7.50 pm

i. Website:

To note, the Deputy Clerk reports that new website content has consisted mainly of updating existing content such as updating for new Councillors, new schedules of meetings, Councillor attendance record, news items, monthly accounts, Annual Governance and Accountability Review, updates to Neighbourhood Plan pages, policies and so on.

To consider, any additions to the website.

ii. Facebook:

To note, the Deputy Clerk has used Facebook more regarding Parish Council business. Notifications to the Honley and Holmfirth Community Group pages with regard to grants paid out by the Parish Council were met positively. Comments from the Honley page were, "Good to see money is coming back into the local community to support much-needed things" and "the split of funding is better now than it has ever been. Honley have quite good representation now which is a lot better." The Deputy Clerk anticipates giving more time to social media if additional staffing hours take some administrative tasks away from him.

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iii. YouTube:

To note, the [Parish Council's YouTube channel](#) continues to function well and videos do have regular viewers who use the videos to keep up to date with Council business. The move to audio-only recordings may affect the number of users.

2122 12 **Recordings of Council meetings and Committee meetings** **8.00 pm**

To note, virtual and hybrid Council meetings have been made illegal following the ruling of the High Court 28th April 2021. In any case, Officers found that running and recording larger hybrid meetings was exceedingly difficult with audio quality poor using the recently purchased conference speakerphone. Currently, Officers are recording in audio format on a mobile phone and uploading audio-only to the YouTube channel.

Nevertheless, this is quite a lengthy process for the Deputy Clerk as he has to 1) record audio 2) edit audio 3) create a title card 4) create a video from the audio and a title card 5) upload to YouTube.

To consider whether we should trial any other options for recording in-person Council meetings for purposes of continuing to upload to YouTube, - for example, video using a camera/phone.

To note, at the last meeting, Members voted to approve upgrading the Parish Council's broadband to a fibre connection from BT. This was under the understanding that no additional cabling was required. This was what the Deputy Clerk had been instructed by BT. Unfortunately, this has not proved to be the case. Two different BT engineers have visited the Civic Hall with a view to installation, but still the upgraded cabling has not been installed. Moreover, the delay may be lengthy if a listed building application needs to be submitted. The listed buildings officer has been off work and only returned the week commencing 28th June. She says that it may be the case that if the cabling goes via the rear of the building that a listed building application may not be needed. A further BT engineer visit is scheduled for 6th July 2021. Deputy Clerk to report on developments.

2122 13 **Annual Awards** **8.05 pm**

- To consider, plans for Council awards like the Tidy Trader, Community Champions, or new awards.

2122 14 **Hi-vis vests** **8.10 pm**

To note, the Council loaned out its 40 hi-vis vests to community volunteers at the Motorsport Festival. These were pupils from Holmfirth High raising money for a school trip to the Far East.

To consider, how the Parish Council better promotes the sharing of the vests.

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2122 15 **Local signage referencing and commemorating Last of the Summer Wine** **8.15 pm**

A local resident has emailed the Parish Council and the local MP regarding signage in Holmfirth related to Last of the Summer Wine. The resident feels that Last of the Summer Wine filming locations in Holmfirth are still extremely popular with visitors to the town, but that the signage is inadequate to the most popular sites like Nora Batty's steps, Compo's house and Sid's café.
To consider whether improvements in tourist signage in the town is needed.

2122 16 **Jubilee Beacons for 2022** **8.25 pm**

2022 will be the year of the Queen's Platinum Jubilee and all local councils are being encouraged to take part in the lighting of Beacons on the 2nd of June 2022 in celebration of this. www.queensjubileebeacons.com
To consider, how the Parish Council might support the event.

Close 8.30 pm

Please note that timings on the agenda are given for guidance of the Chairman and the Council only and should not be taken as the time at which discussion of a particular item will commence. The Committee may agree to defer (in whole or part) any items on the Agenda, if necessary.

Richard McGill

Deputy Clerk to the Council

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