

Holme Valley Parish Council

Draft MINUTES OF THE MEETING OF THE COMMUNITY ASSETS SUPPORT COMMITTEE HELD ON MONDAY 17 May 2021

Those present:

Chairman: Cllr P Colling

Councillors: M Blacka, Cllr J Brook, Cllr Carré, Cllr T Dixon, S East, R Hogley,

Officer: Mrs Liz Bennett

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

As Local (Parish and Town) Council meetings can be recorded, the Chairman checked if anybody wished to record the meeting, to ensure reasonable facilities could be provided. The meeting is being recorded as a zoom meeting and stored on the clerk's computer and will be published on You Tube

Public Question Time

Seven members of the public were present, all on the zoom platform while the Councillors were In the Exhibition Room.

David Wyles, a representative of the Brockholes Village Trust, explained the reasons for the change in focus for their grant request. The replacement windows were decided against in favour of new LED lighting and a new water heater for the kitchen.

June McClean represented the Honley Business association who were requesting a grant towards the overall cost of new play equipment in the Jagger Lane recreation ground.

Chris Little from the Holmfirth Tech was requesting a grant of £5000 towards the improvements to the toilet provision at the Tech.

Mrs Dawn Whitely represented the Holmfirth Civic Hall Community Trust who were providing extra information in support of two grant requests that had previously been supported by this Committee, but which were not supported at Full Council due to insufficient supporting documentation.

Jenny Lockwood and Carrie Birch represented the Friends of Honley Library and gave the Friends' view on the proposed Heads of Terms for the asset transfer of the Library into the ownership of the Parish Council and the Licence agreements with Kirklees Council.

Cllr Mark Bustard was present as a member of the public.

All members of the public and the Clerk were joining the meeting on an online platform while the Councillors were at the Civic Hall. There were difficulties for all those on Zoom in hearing the comments of the Councillors. Several comments from Councillors had to be repeated by the Chairman who was closer to the microphone.

2122 01 To accept apologies for absence

RESOLVED: Apologies for absence were accepted from Cllr K Bellamy and J Roberts. Cllr D Carré arrived 5 minutes late.

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2122 02 To receive members' personal and disclosable pecuniary interests in items on the agenda

Clr East expressed a personal interest in the Friends of Honley Library.

2122 03 To Receive Officers' interests in items on the agenda.

None reported.

2122 04 To consider written requests for new DPI dispensations

None received.

2122 05 To consider whether items on the agenda should be discussed in private session

RESOLVED: no items to be discussed in private session.

2122 06 To Note: the minutes of the Community Assets Support Committee meeting on 8 March 2021 numbered 2021 64 to 2021 79 distributed previously.

NOTED: That these minutes as true record.

2122 07 GRANTS

Three grant applications that originated as Expressions of Interest in the year 2020/2021 for payment in the current council year.

1) Brockholes Village Hall

RESOLVED to grant a total of £2,420 to the Village Hall to provide new LED Lighting and a small water heater for the Kitchen. This grant is made under Section 133 of the 1972 Local Government Act.

The Village Hall Committee were asked to send in make an 'Expression of Interest' form for the further financing of a new heating system in the Village Hall. The Community Assets Support Committee were of the opinion that although more money had been earmarked for the original plan, to renew the windows, that money would not be carried over for altered plans.

2) The Honley Business Association. Outdoor play equipment in Jagger Lane recreation ground.

Although this request has changed very significantly from the original plan for an outdoor adult gym the Committee were minded to support the request. In the course of negotiating with Kirklees Council regarding a position for the outside gym, Kirklees Council said that they would like to renew the children's play equipment- long overdue- and the HBA were keen to support this expression of interest. The Business Association are certain that the equipment is much needed, will have a ten-to-15-year lifespan and cannot be entirely funded by Kirklees Council who have so many play areas to manage. The committee also sought reassurance that the play equipment would continue to be managed by Kirklees Council. There were some concerns that helping to finance a Kirklees council responsibility could be setting a poor precedent.

RESOLVED to approve the grant of £5,000 to the Honley Business association towards the

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purchase of new play equipment. This grant will be made under Section 19 of the 1976 Local Government (Miscellaneous Provisions) Act. The C.A.S.C committee also suggested that a new Expression of Interest form is submitted for the adult gym in the coming round of applications, due in by the end of August 2021.

3) The Holmfirth Tech

As above, the CASC Committee said that in general it should not be assumed that the original focus of a grant 'Expression of Interest' could be translated into a new project in the expectation of receiving the same money but in this case, it is clear that the Tech has many areas of need for refurbishment. Some of the original requirements have now been met due to funding from other areas.

- The funding for the lift repairs came from The Tech's general income and donations and predated our role as Community Anchor (not hub).
- The £75k matched funding is from the Community Shares Booster Programme (not Kirklees). It isn't a grant, the money is an investment, i.e. they have bought shares and are therefore shareholders in Holmfirth Tech.

The committee congratulated the Tech on saving a facility for the community that was well used and popular.

4) The Honley Village Hall Trust

NOTED that the Clerk had sight of the quotation for the repair to the village hall roof- as requested by the last CASC committee meeting- and therefore the £5000 grant would be paid out in June.

2122 08

OTHER GRANT REQUESTS THAT ORIGINATED IN 2020/2021

Holmfirth Civic Hall Community Trust

- 1) A request for £10, 000 to fund the replacement of two sets of fire doors in the Large Hall.**

2)

RESOLVED: to approve this grant with the additional information from the Trust which gave a full explanation of the size of the two sets of doors and the two quotations. This grant will be referred to Full Council on 12 July 2021 and the supporting information will be appended for all the Council to see.

- 3) A request for £30,000 to make up a shortfall in the monies for the refurbishment of the toilets, the creation of an office and an additional room for hire and the creation of a fire escape to the top floor.**

RESOLVED to approve this grant and refer the matter to Full Council for final approval on 12 July 2021. The supporting explanation of the increased cost of the project, since the Council first supported it in 2019, was given and this information will be made to Full Council.

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Both of these grants to the Holmfirth Civic Hall Community Trust are greater than £5000 and therefore have to have approval from Full Council.

Honley library Asset Transfer

The committee noted the recent frustrations in the process of finalising the legal agreements between the three parties, the HVPC, the Friends of Honley Library and the Kirklees Council. All three sets of solicitors representing the three parties have worked hard to resolve the initial difficulties and the process is now at the point of agreeing the finer details of the lease to Friends of Honley Library and the nature of the two licences that HVPC will grant to Kirklees council so that the Library Service is protected, and the Library can be used as a polling station.

The process will be:

- 1) The Library is transferred to the Holme Valley parish council.
- 2) HVPC will grant a 25-year lease to the Friends of Honley Library.
- 3) The HVPC will grant licences to Kirklees Council with agreed terms that protect the continuation of the library service and allow the Kirklees Council to use the Library as a polling Station.

The outstanding matters that need the Council approval were discussed and are agreed as follows given that when the final lease is prepared it will need be approved by Full Council:

- 1) HVPC will require the Trustees of the Library to have a repairing lease.
- 2) Once the Building is leased to the Trustees HVPC will pay a £15,000 grant immediately to the trustees to cover the running costs for a year. This will be agreed at Full Council, in advance, when the lease is agreed.
- 3) The Council will form a small group of Councillors who will meet with the Trustees four times a year to oversee the effective use of the revenue grant and advise on how the Trust can apply for further grants towards any structural issues/repairs. Funds for these requirements have also been earmarked in the HVPC budget ,for the Library.
- 4) All parties agree to the Kirklees Library Service changing the opening hours at short notice in specified circumstances but with consideration given to minimum disruption to regular hiring arrangements.
- 5) The HVPC will pay the buildings insurance and will not charge this to the Trustees.
- 6) Sub-letting of the Library building will be prohibited but the Trustees will be able to allow occasional hire to suitable community groups and the HVPC.
- 7) While the Trustees will have a fully repairing lease, they will work alongside councillors to inform the Council of such requirements as repair and alterations and the HVPC will consider grant applications for grants to meet these needs.
- 8) The Council does not wish to make the lease subject to the Landlord and tenant Act 1954.

In addition, the committee agrees to the following requests from Kirklees Council as regards the licence agreement.

- 1) Kirklees Council requires the ability to change the opening hours of the Library immediately on notice if:
 - a. there were local or national regulations in place that prevented the library from being open at the hours of the council's choosing; or
 - b. there was not the availability of staff whether through sickness, home schooling needs, or because they had to be re-allocated to other projects at the direction of the national or local government.
(Here, the Council would like to say that the library is sometimes opened without the availability of official library staff and the volunteer helpers would wish to continue this and in such circumstances safety procedures and advice will remain in place))

- 2) Kirklees Council requires the right to have its own broadband supply for use in relation to the library. Whilst the Hosting Agreement can be amended to provide for this right, the council will also need an obligation from Holme Valley Parish Council to enter into any form of Wayleave Agreement that may be reasonably required by any broadband supplier. Broadband suppliers usually do require 3rd parties to enter into Wayleave Agreements where the route of the broadband supply has to go over land not in the customer's ownership.

These considerations will now be passed to the Solicitors so that the Lease and Licence agreements can come back to Full Council for approval.

2122 10

Holmfirth Public Toilets

RESOLVED: that the public toilets can now be opened up and all the cubicles be available to the public as soon as practicable. The committee suggests that the previous cleaning regime is resumed-ensuring that the toilets are clean on opening and closing. Hand sanitiser needs to be as available as practicable.

2122 11

Review of the maintenance contract for the Public Toilets.

RESOLVED to approve the findings of the working party and their suggestions that the contract is put out to tender for a three-year term. The advice of professionals should be sought in drawing up the tender documents and contract and that this should come back to the committee before the tender process begins.

2122 12

Tenancy of Gartside Buildings.

RESOLVED that the tenant would be charged 50% rent for the first two months after re-opening in April and that the payment of rent could be in arrears for two months after that or until the shop was resuming expected trading levels after lockdown.

2122 13 The Parish Council Statement of priorities

RESOLVED that Councillor Blacka will draw up a document that extracts the tasks assigned to the Community Assets Support Committee within the Council Statement. The final work will be deferred until the review of Committee structures is complete as this committee is likely to be absorbed into other committees.

2122 14 To Consider nomination of a further representative to the Holmfirth Civic Hall Trust

RESOLVED to nominate Councillor Carré to join Cllr Bellamy as a trustee to the Civic Hall. Since this position is usually decided at Full Council the matter will be referred to the Annual Meeting on 12 July 12, 2021 for ratification.

2122 15 Bins and Bike lock ups adjacent to Holmfirth Toilets.

RESOLVED to accept the suggestions made by Tim Walshaw in his letter to the Council and to make these suggestions to Rachel Seymour at Kirklees Council, as follows:

1, Have them removed from the Holme Valley altogether which is the easy option and resolves all the issues that come with having them. Some of the HVPC councillors would prefer this option .

2, Move them onto the CO-OP car park as this is near to both the Civic Hall and the Holmfirth Tech. The issue here is the bike lockups require you to have your own padlock to secure the door. Visitors would normally only have a bike lock and not a padlock. Locals may know to take one but if they are not being used in the current location then I do not think they will in the CO-OP carpark either.

3, Move them to the rear of the Holmfirth Tech [carpark] but have not spoken to anyone there so not sure if they would want to lose parking spaces with them and whether they would be used as currently is the case.

4, Locate one near Honley Train Station and one near to Brockholes Train Station for people wanting to leave a bike safely locked up when they took a train and need to leave their bike for long periods of time safely. However, - not sure where they could go where Kirklees have the ownership of any land to put them on.

Conclusion: with the logistics of finding a location for them in 4 then I would fall back to 1 and it would be an all-round solution that the public would be happy with.

2122 16 **NOTED:** a letter of thanks from the Wooldale Community Association for the grant of £2,000 for the resurfacing of the playground. Letter to be posted on the Council Website.

2122 17 **NOTED:** a letter from Brockholes Village Trust thanking the Council for the grant of £2,000 that enabled the Boules Court to be completed. Three councillors are attending the opening on 20 May 2021. Report to be published on the Council Website.

2122 18 **NOTED:** a letter from Holme River Connections thanking the Council for a grant of £4,994 that enabled the 'Thongsbridge Wild space Project' to be completed. Report to be published on the Council website.

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Close of meeting; 21:55 PM

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Chairman