

HOLME VALLEY PARISH COUNCIL

DRAFT MINUTES OF THE MEETING OF THE CLIMATE EMERGENCY STANDING COMMITTEE ON MONDAY 28 FEBRUARY 2022

Chair: Cllr Rachel Hogley

Present: Cllr Mary Blacka, Cllr Sarah Sheard, Cllr Andy Wilson, Mbr Steve Barker, Mbr Greta Bradley, Mbr John Queening, Mbr Matthew Tulley

Officers: Jen McIntosh (Clerk), Michelle Brown (Climate Emergency Co-ordinator - CEC)

WELCOME

The Committee Chair welcomed those present. There were no members of the public present.

PROCEDURAL MATTERS

2122 55 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014

This meeting was recorded by the Clerk in video format for uploading to the [HOLME VALLEY PARISH COUNCIL YouTube Channel](#).

There were no further requests to record the meeting in addition to the arrangements referred to above.

2122 56 Apologies and reasons for absence

Apologies and reasons for absence were shared via email with members prior to the meeting commencing.

All apologies and reasons were considered together.

APPROVED: apologies and reasons from Cllr Paul Davies, Cllr Darryl Gould, Cllr Mark Bustard, Mbr Frances Bennett, Mbr Caroline Ansty, Mbr Cath O'Halloran, Mbr Alison Morgan, Mbr Andrew Colwill.

2122 57 Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

All Members and Officers present were invited to declare any personal or disclosable pecuniary interests in items on the agenda for consideration by the Committee.

NOTED: Cllr Blacka declared an interest in item 2122 74 as a governor of Hepworth School.

2122 58 Written requests for new DPI dispensations

No written requests for new DPI dispensations had been received.

2122 59 Items on the agenda to be discussed in private session

No items on the agenda were to be discussed in private session.

2122 60 Minutes of the previous meeting

A query was raised as to whether the minutes of a CLIMATE EMERGENCY STANDING COMMITTEE

HOLME VALLEY PARISH COUNCIL

(CESC) meeting would ever be approved by the CESC rather than FULL COUNCIL. It was explained that the scheduling of meetings meant that it would always be the case that minutes would be approved by the next FULL COUNCIL meeting following on from a CESC meeting.

NOTED: The Minutes of the CLIMATE EMERGENCY STANDING COMMITTEE (CESC) meeting held on 18 October 2021 items 2122 26 to 2122 54, approved at FULL COUNCIL 13 December 2021.

2122 61 Applications from the public to be members of the Committee

There were no applications from the public to consider.

BUDGETARY MATTERS

2122 62 CESC Budget 2021-22 Year-to-Date and Projected

The contents of the CESC 2021-22 Year-to-Date and Projected Budget report were discussed, including how Earmarked Budget lines might be used.

Clerk to email out to all CESC members a response to a query as to whether the report represents actual spending (invoiced paid) or commitment to spending (purchase orders raised).

NOTED: the contents of the CESC Budget 2021-22 Year-to-Date and Projected report.

2122 63 CESC Budget 2022-23

The contents of the CESC 2022-23 Budget report were discussed, including how the creation of Earmarked Budget lines had helped to maintain a similar budget to previous year.

NOTED: the contents of the CESC Budget 2022-23 report.

2122 64 Holmfirth Folk Festival Project costs

CEC reported on her work with the organisers of Holmfirth Folk Festival, taking place 6-8 May 2022. The organisers are keen to make the festival as green as possible. The work of CESC and HVCAP will be featured in promotional material. CEC reported on plans to work with HVCAP for the latter to maintain a stall or similar, giving children the opportunity to plant seeds in a yoghurt pot that can be taken home. Space is also being made in the HoTT edible garden for people to plant.

It was anticipated that a contingency budget of £190 would be needed to cover the cost of signage 'Growing Food in the Holme Valley', compost and seeds.

A query was raised as to the possibility of getting feedback as to how attendees have travelled to the Festival.

CEC to check that HVPC and CESC signage will be visible.

APPROVED: Commitment of up to £190 from budget line 4825 Environment Strategy to cover costs for the Holmfirth Folk Festival project.

HOLME VALLEY PARISH COUNCIL

PROGRESS AND ACTIONS

2122 65 Focusing on Local Action

The Chair articulated her vision of the Committee's role in leading the Holme Valley to achieve net zero.

This was grounded in taking forward the work of CESC in line with the following three objectives:

- (i) to educate and inspire *eg through the Platinum Jubilee project*;
- (ii) to encourage and support change *eg through the creation and use of a HVPC database for communicating key messages*;
- (iii) to coordinate and enable *eg through enabling use to be made of energy auditing tools and supporting the retrofitting of civic buildings such as The Civic and Honley Library*.

Fulfilling these objectives involves working with others across the valley to maximise impact and encourage as many people as possible to recognise that lots of people making small changes can make a big difference. The Committee should use its expertise to inspire others to take own their small steps towards tackling climate change. In this way the Committee would be focusing on what can best be controlled and influenced within the Holme Valley.

It was recognised that considerable effort was required to turn ideas into impactful projects. The CEC is the key resource for the Committee to use to achieve its objectives – a resource that needs to be used effectively.

There followed a wide-ranging discussion about future actions/direction.

Comments made included:

- (i) The recently published IPCC report illustrated the scale of the challenge to meet carbon reduction targets for 2030 at a national/global level – was a wake-up call also needed locally? A workshop/public meeting were suggested but not resolved upon.
- (ii) Acknowledgement that progress had been made in the Holme Valley and a perspective that this did not reflect the progress needed.
- (iii) The focus of the CESC's work in addressing the Climate Emergency should be on actions within the Holme Valley rather than wider lobbying.
- (iv) Ideas about how to further utilise the Holme Valley Climate Emergency website and social media, for example by sharing 'stop and think' moments.
- (v) Suggestions for further opportunities to share work to reduce carbon emissions for example with Kirklees Climate Commission and Zero Carbon Yorkshire.

Members to provide CEC with appropriate content to share via website and social media.

CEC to support Cllr Sheard in making contact with the other local parish/town councils to bring pressure to bear on Kirklees Council.

2122 66 Jubilee Seed & Tree Project

As part of marking the Platinum Jubilee, HVPC has committed money to a project to provide wildflower seeds to every primary school pupil in the valley as well as plant a tree in each primary & secondary school to mark the Jubilee.

It is hoped that members of the CESC will assist in delivering assemblies to the schools using a provided presentation which will capture key information about why planting wildflowers and trees matters, key facts about what can be done to improve biodiversity & also other positive steps children can take to address climate change. It will also highlight what is being done locally

HOLME VALLEY PARISH COUNCIL

and what the Jubilee / HVPC is.

Materials developed can then be shared electronically with parents and used to raise awareness of how everyone can make a difference. The intention is for this to happen after the Easter holidays - around May time. Tree planting will be done in the Autumn to suit the best planting season.

This project offers the chance to talk to over 2300 primary children and secondary schools as well, giving an opportunity to engage with their families and teachers to improve the visibility of local action being taken to address the climate emergency.

RESOLVED: CEC/Chair to produce resources for an assembly presentation to be delivered by a team including CEC, Chair, Cllr Blacka, Cllr Wilson, Mbr Tulley and Mbr Bradley.

2122 67

Energy

Members were reminded that following the audit led by a CESC member, HVPC had approved expenditure up to £10,000 for each of the Parish Council's key assets (Holmfirth Civic Hall and Honley Library) to invest in energy efficiency measures. Implementation through the Holmfirth Civic Hall Community Trust (HCHCT) and Friends of Honley Library (FOHL) should deliver real improvements for the operational and environmental sustainability of the two buildings.

Members considered how and when to seek feedback from HCHCT and FOHL on what they have achieved and what impact it has and how best to share the learning and experience with other organisations running community assets such as village halls, sports clubs etc. It was suggested that the one page proforma used by Zero Carbon Yorkshire might be a way of getting feedback.

CEC to look into producing an example case study for retrofitting a public building based on the experience of Holmfirth Civic that could be made use of by groups running, for example, village halls.

The Energy-Saving Booklet was seen as a relatable resource which could be more widely utilised and Members were informed of the commitment of £160 from the energy budget to update the Energy Savings Booklet for onwards distribution. This is to assist Holme Valley residents to understand how the current rises experienced in energy prices might be mitigated through eco-friendly cost-cutting measures. The expenditure had been authorised in line with **HVPC Financial Regulation 4.1**: *"Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. The authority is to be determined by... the Clerk or Deputy Clerk, in conjunction with...Chairman of the appropriate committee, for any items below £1,000."*

Members to send details to CEC of energy-saving ideas replicable in people's homes, contributing to a spectrum of actions being developed. One example of an idea was the use of heated throws and seat pads for those working from home to produce targeted heating.

CEC to break down Energy-Saving Booklet into digestible chunks for publicising.

NOTED: The commitment of £160 from the energy budget line for the updating and forward distribution of the Energy Savings Booklet, as requested by the CEC, agreed by the Chair and authorised by the Deputy Clerk/RFO in line with HVPC Financial Regulation 4.1.

2122 68

Business & Community Group Database

It was reported that the CEC is building a database of businesses and community groups during this year so the Committee can expand its influence and learn more about what is happening to

HOLME VALLEY PARISH COUNCIL

address Climate Change across the valley. It is anticipated that the database will also support other functions of the Parish Council moving forward such as publicising grants.

Ideas suggested by members to support the CEC in developing the business and community groups database included using the Kirklees Community Database as a starting point and approaching councillors for contact points. To support the database development a request was considered to subscribe to a service (<https://www.endole.co.uk/products/insight/pricing>).

Clerk to provide CEC with contact details for community groups awarded grants by HVPC to enable CEC to raise enquiries as to inclusion on database.

APPROVED: the release of funds up to £400 from 4805 Community Mobilisation to subscribe to a service to assist in the development of the contacts database.

2122 69 Cargo Bike in the Holme Valley

It was reported that following recommendation by the Committee, HVPC provided EPIKS (Environmental Projects in Kirklees) with a grant of £6900 towards the cost of a cargo bike which should arrive in the valley in the late spring and be a visible demonstration of delivery possibilities.

The Cargo Bike will carry the HVPC Logo and have a presence at events. For the first few months the intention is to work with volunteers on testing the bike and technology and using it with community groups across the Holme Valley before developing its commercial opportunities.

2122 70 Promotion and Idea Sharing

It was reported that communication of local initiatives to address the climate emergency are being brought together on the shared website: <https://holmevalleyclimateaction.co.uk/>

The CEC is collating case studies of individuals and businesses across the valley who have made real changes to their homes, travel choices or behaviour to help combat climate change. The aim is to share these through various media (including the Holme Valley Review, Facebook site and website).

The commitment of £160 from the energy budget has been made to provide a Facebook feed on the website. The expenditure has been authorised in line with *HVPC Financial Regulation 4.1: "Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. The authority is to be determined by... the Clerk or Deputy Clerk, in conjunction with...Chairman of the appropriate committee, for any items below £1,000."*

Members to contact CEC directly with intelligence of links to local groups / initiatives which could be developed as case studies in the future.

NOTED: the commitment of £160 from the mobilisation budget to provide a Facebook feed on the shared website: <https://holmevalleyclimateaction.co.uk/> as requested by the CEC, agreed by the Chair and authorised by the Deputy Clerk/RFO in line with HVPC Financial Regulation 4.1.

2122 71 Report on other initiatives led by members of the Committee

Updates on progress were shared on the initiatives below.

- *Land Use Surveys:*
 - i. Mbr Morgan to attend a meeting of south Pennine Farmers Group to learn about how the group is engaging local farmers in environmental issues.

HOLME VALLEY PARISH COUNCIL

- ii. A farmer engagement meeting within the Holme Valley is planned about soil health at Cuddy's Farm.
- iii. A second baseline survey on a further farm is booked for the Spring.
- *Disposal of trade waste:*
 - i. Clerk reported that Kirklees have just started recycling trade waste. The Civic now has separate highly visible bins to encourage recycling. The Clerk's Office plans to invest in separate bins to assist recycling.
 - ii. Clerk to follow up query about how local businesses deal with waste and what happens to Kirklees trade waste and email out findings.
 - iii. CEC to provide Clerk with details of a contact within Kirklees Waste.
- *Any community engagement / attendance at festivals:*
 - i. Holmfirth Film Festival in March 2022 has a Climate Change focus on the twin themes of cycling and housing. The festival later in the year will have themes of growing and the environment.
 - ii. Holmfirth Art festival will focus on 'art in the landscape' and include four Artistic Walks focused on getting people to enjoy and value the environment.

CORRESPONDENCE

2122 72 Tree policy

Members heard that the Chair had written to Kirklees Council, copying in Kirkburton Parish Council, to endorse the Tree Policy in line with resolution 2122 33 from the CESC meeting of 18-10-21.

Appreciation was expressed for the detailed response received from *Kirklees Growth and Regeneration for Kirklees Planning* and also from *Kirklees Environmental Strategy and Climate Change*.

NOTED: correspondence received from Kirklees Council with regards to Tree Policy resolution 2122 33 from CESC meeting on 18-10-21.

2122 73 Climate Emergency Action Plan

It was reported that email correspondence had been received in connection with HVPC Climate Emergency Action Plan. A request was received and actioned for physical copies of the Action Plan was from Denby Dale Parish Council and also from Elvaston Parish Council, South Derbyshire, to make use of the graphics and other elements of the HVPC Climate Emergency Action Plan. Six copies of the HVPC Climate Emergency Action Plan had been sent to Denby Dale Parish Council and assistance offered to Elvaston Parish Council.

NOTED: the correspondence received from Elvaston and Denby Dale Parish Councils in connection with the HVPC Climate Emergency Action Plan.

CEC to create a list of other organisations/councils who have been supported through the work of the CESC and ensure this is on the website.

2122 74 Request via Holme Valley Climate Action Partnership (HVCAP) regarding Hepworth School LED lighting and composter projects

Members heard that HVCAP Co-ordinator had asked CEC to raise the matter of Hepworth School's

HOLME VALLEY PARISH COUNCIL

LED lighting and composter projects with CESC. It was reported that HVCAP was struggling to find funding to assist – the total bill for LED lighting replacement project is £6500. Of that, a £1,500 grant had been secured from the Bright Green Community Fund. A quote for a composter at £2250 had been obtained.

Clerk advised that the Parish Council does not give grants to schools. Clerk to advise HVCAP that HVPC can give no assistance regarding replacing lighting at Hepworth School as this is a core activity.

Clerk to contact Friends of Hepworth School regarding a possible future grant application for a composter.

CEC to contact Nabb School regarding the drawing up of a possible composter case study.

PUBLICISING THE WORK OF THE COMMITTEE

2122 75 Items for publicity

Members reflected that earlier discussions had already signposted events or news from the meeting they wished to publicise via the press, website and/or Facebook.

An idea for a climate emergency public event hosted by HVPC, perhaps allied with a larger event such as a festival (it was noted that the Film Festival was planning environmental topics for its October schedule), was suggested but not resolved upon.

The issues of finding appropriate print media were discussed briefly, including whether Royal Mail could be made use of to deliver to a postcode.

The meeting ended at 9.10pm.