

Holme Valley Parish Council

MEETING OF THE SERVICE PROVISION COMMITTEE
MONDAY 5 JUNE 2023

IN THE CHAIR: Cllr Lawrence Baylin

ALSO PRESENT: Cllr Isaac Barnett, Cllr Donna Bellamy, Cllr Mary Blacka, Cllr Pat Colling, Cllr Tom Dixon, Cllr Donald Firth, Cllr Chris Green, Cllr Glenn Kirkby, Cllr Alison Morgan, Cllr Steve Ransby, Cllr Jane Rylah, Cllr Tricia Stewart

ABSENT WITH APOLOGIES AND REASON APPROVED: None

OTHER ABSENCES: None

OFFICER TAKING MINUTES: Jen McIntosh

DRAFT MINUTES

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| | <p>The Chair, Cllr Baylin, expressed his honour at presiding, welcomed all those present and looked forward to the work ahead. He paid tribute to the work of the previous COMMITTEE and wished to echo the previous Council Chair, Jason Brook, in hoping the COMMITTEE would work as a team.</p> <p>The Chair shared 3 personal goals as Chair:</p> <ul style="list-style-type: none">-that the COMMITTEE could build on previous achievements bringing both rigour and accountability to its work;-that the COMMITTEE could engage in longer term financial planning;-that the COMMITTEE would have an ambitious mindset, be proactive and take a leading role in community action – it did not have to just be about the budget. <p><i>Cllr Barnett and Cllr Bellamy arrived whilst the Chair was giving his welcome at approximately 7.02pm.</i></p> |
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| | Public Question Time |
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| | <p>Prior to the commencement of the business session of the COMMITTEE, there was an open session for members of the public to speak to COMMITTEE Members.</p> <p>Cllr Wilson was present as a member of the public to speak to an item should Standing Orders be suspended to allow him to do so and explained that a further representative from Holmfirth Civic Hall Community Trust would also be joining the meeting at the appropriate point.</p> |
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| 2324 01 | Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014 |
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| | <p>The Chair reported that the Officer was recording the meeting in video format for upload to the Parish Council's YouTube channel. There were no other requests to record the meeting.</p> |
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| 2324 02 | Apologies and reasons for absence |
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| | <p><i>Cllr Firth arrived at approximately 7.04pm during this item.</i></p> <p>There were no apologies for absence to consider.</p> |
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| 2324 03 | Members' and Officers' personal and disclosable pecuniary interests in items on the agenda |
| | <p>It was reported that councillors were required to submit a Declaration of Pecuniary and Other Interests form upon becoming a councillor. Further to this, councillors should declare any interests in forthcoming agenda items so that decisions could be made as to whether the councillor may participate in any discussion or vote when the item they have expressed an interest in is heard.</p> <p>Cllr Barnett declared an interest in item 2324 10 as he was part of a charity that gave funding to HCHCT and would not be commenting on the item.</p> <p>Cllr Ransby declared an interest in item 2324 10 as he had been appointed a Trustee of HCHCT. It was established that in this role he was representing HOLME VALLEY PARISH COUNCIL.</p> |
| | NOTED: Cllr Barnett and Cllr Ransby's interests in item 2324 10. |
| 2324 04 | Written requests for new DPI dispensations |
| | <p>It was reported that new DPIs had been circulated by email prior to the meeting from Cllr Barnett, Cllr Bellamy, Cllr Stewart, Cllr Green and Cllr Ransby. These were to be subsequently shared with Kirklees, redacted (signatures and home addresses) and uploaded to the HOLME VALLEY PARISH COUNCIL website.</p> <p>All councillors had a DPI in place.</p> |
| | NOTED: written requests for new DPI dispensations from Cllr Barnett, Cllr Bellamy, Cllr Stewart, Cllr Green and Cllr Ransby. |
| 2324 05 | Items on the agenda to be discussed in private session |
| | No items were to be heard in private session. |
| 2324 06 | Minutes of the previous Service Provision COMMITTEE meeting |
| | NOTED: the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE held on 27 February 2023 items 2223 68 - 2223 90 inclusive, approved at FULL COUNCIL 15 May 2023. |
| 2324 07 | Election of Vice-Chair of the Service Provision COMMITTEE 2023-24 |
| | At the Annual Council meeting on 15-05-2023 the election of a Vice-Chair of the Service Provision COMMITTEE was deferred to this meeting. |
| | ELECTED: Cllr Glenn Kirkby as Vice-Chair for the Service Provision COMMITTEE 2023-24. |
| | BUDGETARY MATTERS |
| 2324 08 | Service Provision COMMITTEE Budget and Spending Statements for 2023-24 |
| | Clerk reported that under Standing Orders the Service Provision COMMITTEE makes financial decisions for a number of community assets and projects. A number of items on this agenda have financial implications for this budget. Therefore, the Service Provision Detailed Income and Expenditure by Budget Heading up to 30/04/2023 and Earmarked Reserves reports had been shared |

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| | <p>to clarify the availability of funds prior to the consideration of agenda items. The Clerk thanked the Deputy Clerk/RFO for producing the reports.</p> <p>This also allowed the COMMITTEE to monitor potential overspends and underspends and so manage its budget.</p> <p>There was a discussion regarding later agenda item 2324 22 Holme Valley Patient Transport Scheme – Service Level Agreement, the outcome of which is reported under that item.</p> |
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| | NOTED: the Service Provision COMMITTEE Budget Income and Expenditure 2023-24, Year-To-Date and Forecast. |
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| | <i>Three members of the public – representing Holmfirth Civic Hall Community Trust and Friends of Honley Library - entered the meeting at approximately 7.16pm as this item concluded.</i> |
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| | ASSETS MANAGEMENT |
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| 2324 09 | Honley Library |
| | <p>Clerk reported on the financial commitments HOLME VALLEY PARISH COUNCIL had made to date regarding Honley Library.</p> <p>EMR 335 Honley Library Energy had been set up to assist with any retro-fitting works needed to make the Library energy efficient. The Annual Parish Council meeting on 27-03-2023 RESOLVED to approve in principle to release up to £10,000 from EMR Honley Library for energy-saving works subject to the submission of an appropriately detailed programme of works to the SERVICE PROVISION COMMITTEE at the meeting.</p> <p>The £15,000 in the 4300 Honley Library budget line 2023-24 was for the general running of the building, energy bills etc. This would feature on the schedule of payments to be presented to FULL COUNCIL at the meeting on 26 June. Friends of Honley Library (FOHL) liaised with the Deputy Clerk/RFO regarding spending made from this budget.</p> <p>Clerk explained that the SERVICE PROVISION COMMITTEE can authorise spending from any of its budget lines up to £5,000. In line with Financial Regulations once that authorisation was made for any expenditure up to £5,000, a request for payment (the actual release of the monies) via a schedule of payments had to go through either FINANCE AND MANAGEMENT COMMITTEE or FULL COUNCIL. Recommendations for expenditure over £5,000 went to FULL COUNCIL for consideration.</p> <p>To sum up, the payment of £15,000 from 4300 Honley Library budget line would feature on the Schedule of Payments to be presented at FULL COUNCIL on 26-06-2023 and paid out after that date.</p> <p>A further £15,000 remained in the EMR 332 Honley Library. To access this FOHL would need to submit a grant application for capital works etc. Only FULL COUNCIL could authorise the release of monies from an Earmarked Reserve and expenditure over £5,000. At a future date, the SERVICE PROVISION COMMITTEE might make recommendations to FULL COUNCIL regarding the release of monies from EMR 332.</p> <p>Representatives from Friends of Honley Library were welcomed to the meeting.</p> <p>CLlr Colling and CLlr Kirkby both declared an interest in the item as Friends of Honley Library trustees, representing HOLME VALLEY PARISH COUNCIL.</p> |

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| | <p>Standing Orders were suspended to allow FOHL representatives to speak to the item and take questions.</p> <p>FOHL presented their second report and a programme of energy-saving works to be funded up to £10,000 from EMR 335 Honley Library Energy. As part of this, the FOHL Chair explained that much of the work undertaken since December had been addressing basic but pressing maintenance needs.</p> <p>A number of councillors congratulated FOHL on the progress that had been made – seeing the asset transfer through to conclusion and how the Library was very much at the heart of the Honley community had been a key achievement for HOLME VALLEY PARISH COUNCIL. Both sides were clear that what had been achieved was due to significant partnership working and continuing to build on this was a key objective for the future.</p> |
| | <p>APPROVED: the programme of energy-saving works as presented by FOHL, connected to the payment of £10,000 from EMR 335, approved in principle by FULL COUNCIL on 27-3-2023.</p> <p>The COMMITTEE extended an invitation to FOHL to bring forward capital works plans at a future date for the COMMITTEE to consider.</p> <p>The Chair advised FOHL representatives that future reports could contain ‘soft’ data regarding what was happening at the Library to give a flavour of how things were going.</p> <p>Members of the public representing FOHL left the meeting at the conclusion of the item.</p> |
| 2324 10 | Holmfirth Civic Hall Community Trust |
| | <p>The Clerk reported that on 27-3-2023 at the Annual Parish Council meeting it was RESOLVED to make a payment of £30,000 from EMR 329 Holmfirth Civic Hall through 4310 Holmfirth Civic Hall to fund a grant request from Holmfirth Civic Hall Community Trust for ongoing works as recommended by the SERVICE PROVISION COMMITTEE. Since then, HOLME VALLEY PARISH COUNCIL had been informed that remedial works have been required for the fire safety alarm system at the Civic. It had been suggested that the cost of these works was met through the grant paid as a change of use.</p> <p>Following the Annual Council meeting and at the request of the Chair of SERVICE PROVISION COMMITTEE the Clerk had searched for and found Broadbent Surveyors report on Holmfirth Civic Hall dated 25 January 2016. Cllr Bellamy was thanked for sharing the information of the existence of the survey. The survey had since been shared with HCHCT.</p> <p>The Clerk apologised that signatures had not been redacted from the grant application prior to it being sent out with meeting papers.</p> <p>The Clerk further reported that the Deputy Clerk wished to refer to the SERVICE PROVISION COMMITTEE a recommendation from the HOLME VALLEY PARISH COUNCIL insurers that a new valuation of the Civic be sought. Consideration was given to recommending to the FULL COUNCIL on 26 June 2023 that authority to spend up to £500 from General Reserves be given to the Clerk to seek a valuation of the Civic for insurance purposes. There was currently approximately £133,000 in General Reserves; the recommended 25% of income that General Reserves should have was £90,000, indicating that there was a sufficient amount for the motion to be considered. A recent valuation of Honley Library by Boultons in Huddersfield for the same purpose cost £195 plus VAT. It was stated that the Civic is a Listed Building and is considerably larger than Honley Library.</p> <p>Standing Orders were suspended to allow HCHCT representatives (the Business Development Manager and a councillor attending as a member of the public who was an HVPC-appointed trustee)</p> |

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| | <p>to speak to the item and take questions. A written update and a grant application to cover a condition survey and associated works were both explained in detail.</p> <p>A key point was that the earlier survey had covered the visible features of the building only. Regarding the grant application a rigorous process had been enacted to select a suitable architect to work with, given that the property is a Listed Building and therefore needs specific expertise to carry out a full condition survey and develop a suitable maintenance and management plan.</p> <p>The COMMITTEE acknowledged that the Civic had an important community role in providing large capacity indoor spaces for a variety of events and that HOLME VALLEY PARISH COUNCIL, moving forward, would need to plan the budget to contribute significantly to the further development and maintenance of the Civic.</p> |
| | <p>RESOLVED: to recommend to FULL COUNCIL expenditure of up to £500 from General Reserves for a valuation for the Civic.</p> <p>NOTED: report from Holmfirth Civic Hall Community Trust and the surveyors report 2016.</p> <p>NOTED: change in use of grant monies released March 2023 to cover remedial works to the fire alarm system.</p> |
| | <p>RESOLVED: to recommend to FULL COUNCIL payment of £7,800 from EMR 329 Holmfirth Civic Hall - capital projects (£10,000 available) to cover the grant application from HCHCT for a full condition survey and the development of a building maintenance and management plan and associated works.</p> <p>RESOLVED: to recommend to FULL COUNCIL payment of £2,200 from EMR 329 and £7,317.39 from General Reserves to meet the additional cost of £9,517.39 for the installation of the fire escape.</p> |
| | <p>Responding to a councillor query, the Clerk reported that no further progress could be reported on the Underlease as a response from HOLME VALLEY PARISH COUNCIL's legal representative had not yet been forthcoming. The Clerk hoped that this could be considered at the FULL COUNCIL meeting on 26 June.</p> <p>The HCHCT representatives left the meeting at the conclusion of the item.</p> |
| 2324 11 | Report from maintenance contractor regarding toilets, shelters, war memorials, phone boxes and benches |
| | <p>A report from the maintenance contractor was considered. The Clerk reported that a number of motions arising from the report were for consideration later in the agenda. The Clerk wished to place on the record the significant role the maintenance contractor had in terms of ensuring assets used by the public are well-maintained. An interactive asset map link could be found on the website which marked out where benches, shelters and other assets could be found. All councillors would be encouraged to become familiar with the assets in their ward.</p> <p>The maintenance contractor will be present at the meeting on 18 September 2023 to give a verbal account of his work and answer any questions councillors may have.</p> |
| | NOTED: the report from the maintenance contractor regarding toilets, shelters, war memorials, phone boxes and benches. |
| | <p>Later in the meeting during item 2324 15 Benches update it was requested that the maintenance contractor be asked to visit and report on the Hepworth War Memorial as the wording was faded</p> |

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| | <p>and possibly in need of repair. If that was the case then it was possible that the War Memorials Trust contractor who had been recommended to add a name to the Holmfirth Memorial could be engaged to carry out the repair.</p> <p>Clerk to action maintenance contractor reporting on Hepworth War Memorial condition in the first instance.</p> |
| 2324 12 | Holmfirth Public Toilets |
| | <p>The Clerk referred to the report from the contractor regarding the public toilets in Holmfirth maintained by HOLME VALLEY PARISH COUNCIL and shared that she and the Assistant Clerk had recently visited the toilets to review noticeboard contents and signage in the toilets.</p> <p>The COMMITTEE acknowledged that the toilet provision was important for residents and also for tourism. Members were encouraged to visit the toilets for themselves.</p> |
| | <p>NOTED: the report from the maintenance contractor regarding Holmfirth Public Toilets.</p> <p>Clerk to prepare a report on pre-pandemic and post-pandemic honesty box donations for the SERVICE PROVISION COMMITTEE meeting on 18 September 2023.</p> |
| 2324 13 | Stone shelters update |
| | <p>Clerk reported further to the maintenance contractor's written report that Hade Edge shelter had required a large amount of remedial work recently.</p> <p>Regarding tackling graffiti appearing in shelters, it was affirmed that only the maintenance contractor was approved to carry our remedial work to remove/cover graffiti.</p> |
| | <p>NOTED: the work of the maintenance contractor in respect of stone shelters maintained by Holme Valley Parish Council.</p> |
| 2324 14 | Adopted phone boxes update |
| | <p>The Clerk reported on red heritage phone kiosks adopted by Holme Valley Parish Council, their use and current custodians.</p> <p>The as-yet unadopted red kiosk adjacent to the Butchers Arms in Hepworth was discussed. There had been recent correspondence regarding this box and an enquiry made from a Hepworth resident regarding a possible use. The Clerk had discussed the kiosk with the proprietor of the Butcher's Arms to ascertain their view.</p> |
| | <p>NOTED: that the red phone kiosk in Hepworth is to be adopted and managed by the owners of the Butchers Arms in Hepworth.</p> <p>Clerk to check in approximately a year's time on progress made by Butchers Arms in adoption of red phone kiosk. If it remained unadopted at that point the position to be reviewed.</p> <p>The clerk referred to the national reputation being built up by the maintenance contractor in renovating the heritage phone boxes. He had recently renovated a box in Soho, London. There was perhaps a role for HOLME VALLEY PARISH COUNCIL to work with the maintenance contractor to turn this into some positive publicity that could draw attention to both his work and the work of the COUNCIL in maintaining these community assets.</p> |

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| 2324 15 | Benches update |
| | <p>The Clerk reported, stating that the maintenance contractor was to be commended on the swift action taken on several occasions to repair benches which had been damaged.</p> <p>Two requests regarding fitting memorial plaques to benches were presented at the meeting for consideration in line with the Holme Valley Parish Council Memorial Bench policy.</p> |
| | <p>NOTED: maintenance contractor and Clerk’s reports on HOLME VALLEY PARISH COUNCIL-owned benches.</p> |
| | <p>APPROVED: the affixing of memorial plaques to bench A7 and bench HON42 on the asset map in line with the Memorial Bench Policy.</p> |
| 2324 16 | Gartside Buildings update |
| | <p>The Clerk reported that three smoke alarms as well as a “running man” emergency light on the front door had been installed by a qualified electrician with assistance from the maintenance contractor. Building Control would now be invited to reinspect the unit. This was an important precursor to having a postal address, needed in order to be able to register with an internet provider.</p> <p>There was a change of use to note. Since changing hands in November the unit had mostly been used to provide a premises for the online sales arm of Holmfirth Vintage. The unit was now also opening on weekends for the sale of vintage sportswear targeted at 16-24 year olds.</p> <p>NOTED: the change of weekend use of the Gartside Retail Unit to provide a premises for vintage sportswear.</p> <p>The tenant had installed some temporary signage to advertise this venture, photographs of which were shared at the meeting. It was possible that the tenant was trying out this change of use – if it was successful and to be an ongoing concern then it would be viable to invest in suitable permanent signage.</p> <p>It was reported that permission for any signage would need to be approved by Kirklees Planning and so the COMMITTEE would not be in a position to give permission. Furthermore, several councillors expressed the view that the temporary signage erected was not appropriate to a conservation area.</p> <p>It was further reported that signage in Holmfirth town centre varied widely and that there was a piece of work to do to address this. Holmfirth Conservation Group had formed a working group with a view to producing a shopfront policy that could be shared with Kirklees as a supplement to the Neighbourhood Development Plan. There was scope to work with the PLANNING COMMITTEE on this matter.</p> <p>However, the key to this issue was that the Gartside Building was under HOLME VALLEY PARISH COUNCIL ownership and therefore any directions to the tenant must comply with the law.</p> <p>Clerk to advise tenant that an application would need to be made to Kirklees Planning for the temporary signage in place and to take the temporary signage down.</p> <p>Cllr Ransby to make contact with the tenant and give advice regarding moving to appropriate permanent signage.</p> <p>The Clerk reminded the COMMITTEE that there was a budget 4325 of £1,000 for the lettable space. At a future point the COMMITTEE might be minded to financially assist the tenant within the scope</p> |

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| | of that budget to commission and erect appropriate signage if planning permission was obtained. |
| 2324 17 | Dog waste strategy |
| | <p>The Service Provision COMMITTEE had overseen the instalment of a number of dog waste disposal bag dispensers and a budget to cover the cost of restocking the dispensers. A number of volunteers assisted with refilling the dispensers.</p> <p>The Clerk reported that a request had been received to install a dispenser near Holmbridge Cricket Ground. As an unallocated dispenser remained available, the Clerk would arrange for the maintenance contractor to install it.</p> <p>There were ongoing issues with the waste bags being taken in bulk from a number of dispensers.</p> <p>A query was raised as to whether HOLME VALLEY PARISH COUNCIL also supplied waste bins for the dog poo bags. This was not the case as these required specialised emptying. However, any filled bag placed in conventional bins could be collected as part of the standard emptying of the bins.</p> |
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| | PROJECTS |
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| 2324 18 | Youth work in the Holme Valley |
| | <p>The SERVICE PROVISION COMMITTEE oversees the budget line 4760 Youth Work in the Holme Valley with £25,000. By a previous resolution Kirklees Youth Alliance had been appointed to broker and manage the provision of junior and senior youth clubs, run by appropriately qualified staff out of 3 different venues in the Holme Valley during term time, namely Café 100, the Phoenix Centre and Honley Village Hall.</p> <p>Whilst the allocation of the funding to KYA had been approved in principle it was subject to receipt of further information from KYA. A written submission on the specifics of the proposed provision had been requested so that key performance indicators could be agreed along with arrangements and timings for authorising expenditure.</p> <p>A representative of KYA has been invited to the meeting but no-one was able to attend.</p> <p>An additional document from Kirklees Youth Alliance had been distributed earlier the day of the meeting.</p> <p>The Clerk advised the COMMITTEE to consider carefully if sufficient information had been forthcoming so that the COMMITTEE could recommend release of the monies to an agreed schedule to the next FULL COUNCIL meeting on 26 June.</p> <p>The additional document could not be satisfactorily discussed at the meeting given the unsatisfactory timeframe for consideration. Furthermore, Members who had read the report fed back that it did not cover the specific information requested.</p> <p>There was some discussion about the make-up and representation on the KYA Steering Group and how this had been presented in the additional written information provided.</p> |
| | <p>RESOLVED: to institute a working group led by Cllr Kirkby and also consisting of Cllr Blacka, Cllr Barnett and Cllr Green to liaise with KYA to bring a written proposal as requested regarding previous resolutions to the Service Provision COMMITTEE on 18 September 2023 regarding the budget line 4760 Youth Work in the Holme Valley.</p> |

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| | <p>Ideas of what the proposal might include from discussions were:</p> <ul style="list-style-type: none"> - specifics concerning what provision will be secured through the project; - detailed information about how the monies are to be spent; - a timeline for the project; - arrangements and timings for authorising expenditure. - key performance indicators so that the project can be evaluated. |
| 2324 19 | Removal of sharps bin from Holmfirth centre |
| | <p>At 9.01pm it was RESOLVED to suspend Standing Orders to complete the business of the meeting.</p> <p>The Clerk reported that the SERVICE PROVISION COMMITTEE had been pursuing the removal of a sharps bin cemented into the pavement near Holmfirth Public Toilets for a number of years. There was nothing further to report at that time.</p> |
| | <p>NOTED: current position with regards to the removal of the sharps bin in Holmfirth centre.</p> <p>Clerk to restart process of ascertaining which Kirklees department was responsible for the sharps bin and could authorise its removal and write to Kirklees ward councillors regarding the issue.</p> <p><i>The video recording of the meeting switched itself off at 2hrs 2mins and 49secs at the conclusion of this item. Apologies that the final 13 minutes of the meeting were not recorded.</i></p> |
| 2324 20 | Tendering process for maintenance contract |
| | <p>The Clerk reported that putting the maintenance contract to tender was a recommendation from the Internal Audit and this was why it needed to continue to be noted until the process was enacted.</p> |
| | <p>NOTED: the development of a maintenance contract to put to tender remains an audit recommendation.</p> |
| 2324 21 | West Yorkshire Combined Authority (WYCA) Holme Valley Minibus Provision – reviewing the contract |
| | <p>The clerk reported that the WYCA bus provision in the Holme Valley, operated by Stotts, currently runs on an annual contract which has been automatically renewed under the last council. Oversight of this provision was part of the Service Provision COMMITTEE’s remit.</p> <p>The installation of a new COUNCIL was an opportunity to work with WYCA to take feedback and review all aspects of the contract, including routes and timetables, to ensure value for money and alignment to the COUNCIL’s/COMMITTEE’s priorities. This might form part of a review of public transport in the Holme Valley.</p> |
| | <p>Action for the Clerk to contact WYCA to invite to SERVICE PROVISION COMMITTEE meeting 6 November 2023 to discuss contract. Usage figures for routes to be provided beforehand.</p> |
| 2324 22 | Holme Valley Patient Transport – Service Level Agreement |
| | <p>NOTED: current position with regards to the drawing up of a simple Service Level Agreement/rolling contract for Holme Valley Patient Transport Scheme.</p> <p>Action for the Clerk to progress drawing up of a simple service level agreement/rolling contract for</p> |

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| | the Holme Valley Patient Transport Scheme in line with previous resolution to present at 18 September meeting. Agreement to reference the need for simple yearly reporting from the Holme Valley Patient Transport Scheme regarding numbers of patients benefitting from the service. |
| 2324 23 | Market bus shelter |
| | <p>Clerk reported that once works commence on the demolition of the old market hall the commemorative metal bus shelter constructed by Mick Kirby-Geddes was to be taken down and placed in storage, possibly by Kirklees. A decision will be needed from SERVICE PROVISION COMMITTEE at a later date as to re-siting the shelter once works are complete.</p> <p>Concern was expressed at the shelter being taken into storage by Kirklees. As a HOLME VALLEY PARISH COUNCIL asset it would be better if HOLME VALLEY PARISH COUNCIL designated where the shelter was to be stored.</p> |
| | <p>NOTED: the bus shelter is to be taken down and placed in storage pending completion of Holmfirth works and a decision regarding a new position.</p> <p>Action for the Clerk to enquire if maintenance contractor could quote for taking down and storing the shelter and liaise with Chair regarding next steps.</p> <p>Action for the Clerk to ensure that the public are kept informed regarding the necessary removal, storage and eventual resiting of the shelter.</p> |
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| | CORRESPONDENCE |
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| 2324 24 | Community Ownership Fund – application round |
| | <p>NOTED: information received regarding Round 3 of the Community Ownership fund opening on 31 May 2023.</p> |
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| | PUBLICITY |
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| 2324 25 | Items for Publicity |
| | <p>The Chair to work with the Clerk to identify aspects of the work of the Service Provision COMMITTEE to publicise further.</p> |
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| | Meeting closed at 9.15pm. |