



**MEETING OF THE SERVICE PROVISION COMMITTEE  
MONDAY 23 FEBRUARY 2026**

To all Members of the Service Provision Committee

You are hereby summoned to attend a Meeting of the **SERVICE PROVISION COMMITTEE** to be held on **MONDAY 23 FEBRUARY 2026** at **7pm** in **THE EXHIBITION ROOM, THE CIVIC, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS** to transact the following business -

**AGENDA (A)**

	<b>Welcome</b>	<b>Time</b>
<b>2526 59</b>	<b>Public Question Time</b>	<b>7.00pm</b>
	<p>Prior to the commencement of the business session of the Committee, there will be an open session lasting 15 minutes, for members of the public to speak to Committee Members.</p> <p>Members of the public may speak for a maximum of 3 minutes per person.</p>	
<b>2526 60</b>	<b>Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014</b>	<b>7.15pm</b>
	<p>As Local (Parish &amp; Town) Council meetings can now be recorded, the Chair to check if anybody wishes to record the meeting and ensure that reasonable facilities are provided.</p> <p>The Officer will be recording the meeting in video format for upload to the Parish Council's YouTube channel.</p>	
<b>2526 61</b>	<b>Apologies and reasons for absence</b>	<b>7.15pm</b>
	<p>Any apologies for absence with reasons received by the Clerk will be circulated by email prior to the meeting. These will be considered together.</p> <p><b>TO CONSIDER:</b> Apologies and reasons for absence.</p>	
<b>2526 62</b>	<b>Receipt of updated Disclosable Personal and Pecuniary Interests forms</b>	<b>7.20pm</b>
	<p>Any processed revised Disclosable Personal and Pecuniary Interests forms (DPIs) of Committee members received will be circulated by email prior to the meeting. Members are requested to read any unredacted DPIs sent out and then delete them. DPIs are subsequently shared with Kirklees, redacted (signatures and home addresses) and uploaded to the HVPC website.</p> <p>Clerk to report further.</p> <p><b>TO NOTE:</b> receipt of any reviewed DPIs.</p>	
<b>2526 63</b>	<b>Members' and Officers' personal and disclosable pecuniary interests in items on the agenda</b>	<b>7.23pm</b>
	Councillors are required to submit a Declaration of Pecuniary and Other Interests form	

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	<p>upon becoming a councillor.</p> <p>Further to this, councillors should declare any interests in forthcoming agenda items at this item in the meeting where possible so that decisions can 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>Where an interest is declared it may be that the councillor takes no part in any relevant discussion or vote.</p> <p>Written requests for a dispensation with regards to non-pecuniary interests received prior to the agenda being completed may also be considered.</p>	
	<b>TO CONSIDER:</b> Members' and Officers' personal and disclosable pecuniary interests in items on the agenda.	
<b>2526 64</b>	<b>Items on the agenda to be discussed in private session</b>	<b>7.28pm</b>
	<p>On occasion, items can be resolved to be heard in private session. This may be where there are issues of commercial sensitivity, public interest or other good reason why the item should not be discussed in public.</p> <p>In such a case, the room is cleared of members of the public prior to the item being heard and all discussion is taken out of the recorded footage later shared to the HVPC YouTube Channel.</p> <p>Decisions regarding any items heard in private session will be recorded in the minutes.</p>	
	<b>TO CONSIDER:</b> whether any item on the agenda should be discussed in private session.	
<b>2526 65</b>	<b>Minutes of the previous Service Provision Committee meeting</b>	<b>7.30pm</b>
	The minutes of the previous meeting of the SERVICE PROVISION COMMITTEE, held on 17 November 2025 <b>(B)</b> , numbered 2526 40 - 2526 58 inclusive are to be <b>NOTED</b> , having been <b>APPROVED</b> at FULL COUNCIL on Monday 15 December 2025.	
	<b>TO NOTE:</b> the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE held on 17 November 2025, numbered 2526 40 - 2526 58 inclusive.	
	<p>To receive information regarding ongoing matters arising from the approved minutes not otherwise included in the agenda. Clerk to report.</p> <ul style="list-style-type: none"> <li>i. Update regarding the siting of a three tier planter from Holmfirth, removed due to centre works.</li> <li>ii. Other updates.</li> </ul>	
	<b>TO CONSIDER:</b> any further action(s) arising from the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE, held on 17 November 2025.	
<b>2526 66</b>	<b>Priorities for Climate Action activities 2025-7</b>	<b>7.33pm</b>
	The Council should take a clear lead in continuing to support climate action in the Holme Valley, in collaboration with other local organisations. The SERVICE PROVISION COMMITTEE has a key role to play in the delivery of the Council's fourth objective as set out below:	

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	<p><i>4. Address the Climate Emergency</i></p> <ul style="list-style-type: none"> <li>• <i>Every action will be underpinned by the desire to address the climate emergency which HVPC declared in 2019.</i></li> <li>• <i>This will apply to the PC's own actions and to the projects of grant recipients.</i></li> <li>• <i>Proposed actions will be measured against their impact on the natural environment and climate change.</i></li> </ul> <p>Consideration of this should be part of all appropriate agenda items.</p>	
	<p><b>TO CONSIDER:</b> priorities and actions 2025-7 for the SERVICE PROVISION COMMITTEE with regards to Climate Action.</p>	
	<p><b>BUDGETARY MATTERS</b></p>	
<b>2526 67</b>	<p><b>Service Provision Committee Budget 2025-26 and Earmarked Reserves</b></p>	<b>7.36pm</b>
	<p>The RFO's Report on Service Provision Finances <b>(C1)</b>, the Service Provision Budget and EMRs 2025-26 YEAR TO DATE <b>(Cii)</b> and Service Provision Budget and EMRs PROJECTED <b>(Ciii)</b> are included.</p> <p>The COMMITTEE should review spending to date and projected for the remainder of this financial year.</p> <p>Deputy Clerk/RFO to report further.</p> <p><b>TO NOTE:</b> the Expenditure against Budget 2025-26 – Budget Lines Year-to-Date, Earmarked Reserves and projected expenditure.</p> <p><b>TO CONSIDER:</b> any further actions regarding the Service Provision Budget 2025-26 including plans for potential underspends.</p>	
<b>2526 68</b>	<p><b>Christmas provision 2025 – grant evaluations</b></p>	<b>7.41pm</b>
	<p>The Committee is to receive grant evaluations regarding Christmas provision in 2025.</p> <p>The Clerk to report further.</p>	
	<p><b>TO RECEIVE,</b> grant evaluation</p> <ol style="list-style-type: none"> <li>1. From Honley Business Association, Honley – received grant of <b>£1,500</b> for Christmas provision and also a rolling grant for <b>£250</b> towards provision of 2 Christmas trees, their installation and disposal. <b>(Di)</b>.</li> <li>2. From St David's Church, Holmbridge – received rolling grant of <b>£210</b> towards provision of a Christmas tree. <b>(Dii)</b>.</li> <li>3. From Holme Residents Association, Holme – received rolling grant of <b>£250</b> towards provision of a Christmas tree and community celebration. Proof of public liability insurance was not provided. <b>(Diii)</b>.</li> <li>4. From Netherthong Community Partnership – received rolling grant of <b>£250</b> towards provision of a Christmas tree, lights, signage and contingency. <b>(Div)</b>.</li> </ol>	

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	<p>5. From Hade Edge Residents Association, Hade Edge – received rolling grant of <b>£250</b> towards provision of a Christmas tree and lights. <b>(Dv)</b>.</p> <p>6. From Hepworth Community Association, Hepworth – received rolling grant of <b>£210</b> towards provision of a Christmas tree. <b>(Dvi)</b>.</p> <p>7. From Scholes Methodist Church, Scholes – received rolling grant of <b>£210</b> towards provision of a Christmas tree. <b>(Dvii)</b>.</p> <p>8. From Wooldale Allotments Association – received grant of <b>£100</b> towards provision of a Christmas display and lights in the Veg Box. <b>(Dviii)</b>.</p> <p>9. From New Mill Club – received rolling grant of <b>£210</b> towards provision of a Christmas tree. <b>(Dix)</b></p> <p>Evaluations are yet to be received from:</p> <p>1. Holmfirth Christmas Team, received a grant of <b>£1500</b> towards provision of Christmas decorations in Holmfirth centre.</p> <p>2. The Rock Inn, Brockholes, received rolling grant of <b>£250</b> towards provision of a Christmas tree and decorations. Proof of public liability insurance was not provided.</p> <p>3. The Royal Oak, Upperthong – received rolling grant of <b>£210</b> towards provision of a Christmas tree. Proof of public liability insurance was not provided.</p> <p>4. The Clothiers Arms, Netherthong – received grant of <b>£250</b> towards provision of a Christmas tree, lights, etc.</p> <p><b>TO CONSIDER</b>, any other action with regards to the Christmas Provision Budget.</p>	
	<b>ASSETS MAINTAINED BY HOLME VALLEY PARISH COUNCIL</b>	
<b>2526 69</b>	<b>Maintenance Contractor’s Report and correspondence from Holmfirth Business Together</b>	<b>7.49pm</b>
	Clerk to report further.	
	<p><b>TO RECEIVE:</b> the report from the Maintenance Contractor <b>(Ei)</b> and correspondence from Holmfirth Business Together <b>(Eii)</b>.</p> <p><b>TO CONSIDER:</b> any actions arising from the reports.</p>	
<b>2526 70</b>	<b>Holmfirth Public Toilets - development</b>	<b>7.52pm</b>
	<p>Phase 1 of renovation works to Holmfirth Toilets has been completed.</p> <p>A meeting of the Holmfirth Toilets Working Group was held on 4 February 2026.</p> <p>It is intended that a representative from Holme Architecture will attend this meeting to present ideas regarding phase 2/3 of the project.</p> <p>Please refer to:</p> <ul style="list-style-type: none"> <li>– Holmfirth WC Images 170226 <b>(Fi)</b></li> </ul>	

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	<ul style="list-style-type: none"> <li>– 115_211 Proposed Ground Floor Plan Rev D SHOWING DEMOLITION (Fii)</li> <li>– 115_211 Proposed Ground Floor Plan Rev D (Fiii)</li> <li>– Holmfirth WCs Phase 2 Costs (Fiv)</li> <li>– Refurbishment Examples – Rev A (Fv)</li> <li>– Changing Places Toilets – supporting information (Fvi)</li> </ul> <p>Holme Architecture and Working Group to report.</p> <p><b>TO CONSIDER:</b> Any actions with regards to the further development of the toilets.</p>	
<b>2526 71</b>	<b>Request to install a temporary sign on the gable end of Holmfirth Public Toilets</b>	<b>8.02pm</b>
	See correspondence (G) regarding erecting a temporary sign to publicise the Holmfirth Folk Festival.	
	<b>TO CONSIDER:</b> Actions with regards to the request to display a Holmfirth Folk Festival sign at Holmfirth Public Toilets.	
<b>2526 72</b>	<b>Gartside Unit – lettable space – future plans</b>	<b>8.05pm</b>
	Clerk to report.	
	<b>TO CONSIDER:</b> Any actions with regards to the Gartside Unit lettable space.	
	<b>OTHER ASSETS MANAGEMENT</b>	
<b>2526 73</b>	<b>Benches</b>	<b>8.10pm</b>
	<p>Updates from the Clerk regarding:</p> <ul style="list-style-type: none"> <li>i. Request for a new bench outside Dawson and Hall – see correspondence (Hi).</li> <li>ii. Solutions to the persistent removal of memorial plaque from bench – request.</li> <li>iii. Bench moved from outside the Cheese Shop.</li> <li>iv. Benches removed from Hollowgate, Holmfirth.</li> <li>v. Bench removed from outside Holy Trinity, Holmfirth (Hii).</li> </ul>	
	<b>TO CONSIDER:</b> actions arising in respect of Holme Valley Parish Council-owned benches.	
<b>2526 74</b>	<b>Stone shelters</b>	<b>8.15pm</b>
	<p>Updates from the Clerk regarding:</p> <ul style="list-style-type: none"> <li>i. Hade Edge Shelter</li> </ul>	
	<b>TO CONSIDER:</b> actions arising in respect of Holme Valley Parish Council-owned stone shelters.	
<b>2526 75</b>	<b>War Memorials</b>	<b>8.18pm</b>
	<p>Updates from the Clerk regarding:</p> <ul style="list-style-type: none"> <li>i. Hepworth War Memorial</li> </ul>	
	<b>TO CONSIDER:</b> actions arising in respect of Holme Valley War Memorials.	

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<b>2526 76</b>	<b>Red Heritage Telephone Boxes</b>	<b>8.21pm</b>
	<p>Updates from the Clerk regarding:</p> <ul style="list-style-type: none"> <li>i. Hepworth Heritage Phone Kiosk</li> <li>ii. Netherthong Heritage Phone Kiosk</li> </ul>	
	<b>TO CONSIDER:</b> actions arising in respect of Holme Valley Heritage Phone Kiosks.	
<b>2526 77</b>	<b>Covid Memorial Orchard at Sands</b>	<b>8.24pm</b>
	Update from the Clerk.	
	<b>TO CONSIDER:</b> actions arising in respect of the installation of a plaque at the Covid Memorial Orchard at Sands.	
<b>2526 78</b>	<b>New Mill Closed Cemetery</b>	<b>8.25pm</b>
	Clerk to report further.	
	<b>TO CONSIDER:</b> any further actions regarding New Mill Closed Cemetery.	
<b>2526 79</b>	<b>Maintenance Contracts</b>	<b>8.26pm</b>
	Update from the Clerk.	
	<b>TO CONSIDER:</b> extending existing contracts for the maintenance/servicing of Holmfirth Toilets and the maintenance of other small assets until 31 December 2026.	
	<b>TO CONSIDER:</b> any other actions regarding the contracts for the maintenance/servicing of Holmfirth Toilets and the maintenance of other small assets	
	<b>PARTNERSHIPS, PROJECTS AND REPORTS FROM WORKING GROUPS</b>	
<b>2526 80</b>	<b>Tourism</b>	<b>8.29pm</b>
	Update from Cllr Baylin.	
	<b>TO CONSIDER:</b> actions arising from the update.	
<b>2526 81</b>	<b>Youth work in the Holme Valley</b>	<b>8.34pm</b>
	A report has been obtained from Kirklees Youth Alliance - <b>(ii)</b> - and also budget monitoring information <b>(iii)</b> .	
	Clerk to report further.	
	<b>TO NOTE:</b> the reports received with regards to the Kirklees initiative.	
	<b>TO CONSIDER:</b> any actions with regards to youth work in the Holme Valley.	
<b>2526 82</b>	<b>Transport Working Group and Stotts Minibus Provision - update</b>	<b>8.39pm</b>
	Update from Cllr Baylin.	

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	<b>TO CONSIDER:</b> actions arising from the update.	
	<b>TO CONSIDER:</b> any actions in respect of the WYCA-brokered Stotts Holme Valley minibus service.	
<b>2526 83</b>	<b>Urban Nature Reserve Project</b>	<b>8.44pm</b>
	A working group has been established for this project.	
	Working Group to report.	
	<b>TO CONSIDER,</b> any actions regarding the establishment of an Urban Nature Reserve.	
	<b>PUBLICITY</b>	
<b>2526 84</b>	<b>Items for Publicity</b>	<b>8.49pm</b>
	Members are invited to suggest items for publicity arising from the current work of the Service Provision Committee.	
	<b>TO NOTE:</b> suggestions for aspects of the work of the Service Provision Committee to publicise further.	
	<b>Meeting to close at 9pm</b>	

*Jen McIntosh*  
Clerk to the Council

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**MEETING OF THE SERVICE PROVISION COMMITTEE  
MONDAY 17 NOVEMBER 2025  
THE EXHIBITION ROOM, THE CIVIC, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS**

**IN THE CHAIR:** Cllr Alison Morgan

**PRESENT:** Cllr Lawrence Baylin, Cllr Donna Bellamy, Cllr Mary Blacka, Cllr Damian Brook, Cllr Pat Colling, Cllr Harry Davis, Cllr Tom Dixon, Cllr Donald Firth, Cllr Chris Green, Cllr Jenny Holmes, Cllr Glenn Kirkby, Cllr Steve Ransby, Cllr Martin Rostron, Cllr Sarah Whitelaw

**APPROVED APOLOGIES & REASONS:** Cllr Jo Liles, Cllr Hugh Osborne, Cllr Tricia Stewart

**TAKING MINUTES:** Jen McIntosh (Clerk)

**IN ATTENDANCE:** Rich McGill (Deputy Clerk/RFO)

**APPROVED MINUTES**

	<b>Welcome</b>
<b>2526 40</b>	<b>Public Question Time</b>
	No members of the public were present.  Cllr Firth and Cllr Rostron both arrived shortly after the meeting commenced.
<b>2526 41</b>	<b>Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014</b>
	The meeting was recorded in video format for upload to the Parish Council’s YouTube channel.  No other requests for recording the meeting were received.
<b>2526 42</b>	<b>Apologies and reasons for absence</b>
	Apologies for absence with reasons were circulated by email prior to the meeting.  <b>APPROVED:</b> Apologies and reasons for absence from Cllr Liles, Cllr Osborne and Cllr Stewart.
<b>2526 43</b>	<b>Receipt of updated Disclosable Personal and Pecuniary Interests forms</b>
	A revised Disclosable Personal and Pecuniary Interests form (DPIs) from Cllr Harry Davis had been circulated by email prior to the meeting.  <b>NOTED:</b> receipt of Cllr Davis’ updated DPI.
<b>2526 44</b>	<b>Members’ and Officers’ personal and disclosable pecuniary interests in items on the agenda</b>
	Cllr Sarah Whitelaw declared an interest in item 2526 53 as a trustee of Café 100 and in item 2526 48 as a member of Holme Residents Association; Cllr Damian Brook declared an interest in item

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	2526 48 with regards to a grant request from the Clothiers Arms; Cllr Lawrence Baylin declared an interest in item 2526 48 as a member of the Hade Edge Residents Association Committee; Cllr Harry Davis declared an interest in item 2526 48 as a member of Netherthong Community Partnership who were recipients of a recurring grant; Cllr Tom Dixon declared an interest in item 2526 48 as a member of New Mill Club.
	<b>RESOLVED:</b> that all of the above could both speak and vote with regards to the items they had declared interests in.
<b>2526 45</b>	<b>Items on the agenda to be discussed in private session</b>
	No items on the agenda were to be discussed in private session.
<b>2526 46</b>	<b>Minutes of the previous Service Provision Committee meeting</b>
	<b>NOTED:</b> the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE held on 22 September 2025, numbered 2526 21 - 2526 39 inclusive.
	<p>The following information was received regarding ongoing matters arising from the approved minutes not otherwise included in the agenda.</p> <ul style="list-style-type: none"> <li>– <b>Minute 2526 30</b> Regarding the Fair and Funky installation on one of the toilet exterior walls the Clerk was asked to find out how long an installation without planning permission could stay in place. This was 28 days according to the <i>General Permitted Development Order</i>. Permission had been given for the heron artwork to be installed and further communication had been received, expressing the wish to delay installing the art work until the New Year. It was suggested that the display could be installed in the New Year to perhaps co-ordinate with Art Week or similar.</li> </ul> <p>An <b><i>action for the Clerk</i></b> was to relay this back to Fair and Funky and let the Committee know via email of when the display would be installed.</p> <ul style="list-style-type: none"> <li>– <b>Minute 2526 31</b> Tendering process for Holmfirth Public Toilets and the Maintenance of smaller assets. The Clerk’s concerns were <b>NOTED</b> at the meeting on 22 September due to their current lack of capacity to move the matter forward. Putting contracts in place were an audit recommendation. The Clerk had since completed 3 hours’ worth of training on the Procurement Act 2023 which had been helpful. Work on this issue would be picked up in the new year when the Civic lease work had concluded. The Clerk hoped to have substantial progress to take to the SERVICE PROVISION COMMITTEE meeting on 23-2-2026.</li> <li>– The COMMITTEE was reminded of an <b><i>action for the clerk</i></b> from an earlier meeting regarding writing letters of thanks to volunteers who kept dog waste bag dispensers stocked.</li> </ul>
	<b>BUDGETARY MATTERS</b>
<b>2526 47</b>	<b>Service Provision Committee Budget 2025-26 and Earmarked Reserves</b>
	Reports on the Income and Expenditure against Budget 2025-26 YTD, Earmarked Reserves YTD and Expenditure against Budget PROJECTED were received.

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	<p>A projected deficit in the Christmas provision budget was remarked upon and also the overspend in budget line 4805 Climate Action.</p> <p><b>NOTED:</b> reports from the Deputy Clerk/RFO on the Expenditure against Budget 2025-26 – Budget Lines Year-to-Date, Earmarked Reserves and projected expenditure.</p>
<p><b>2526 48</b></p>	<p><b>Christmas tree provision – grant applications for 2025-26</b></p>
	<p>The COMMITTEE considered small grant applications regarding village Christmas trees and decorations.</p> <p>Following the meeting on 22 September, the Clerk – with significant assistance from the Assistant Clerk during their absence – sourced a new provider of 15-foot Christmas trees for 2025 at a cost of £190 to have each of 7 trees delivered to grant recipients. The Scouts will collect and recycle each tree for a donation of £20 per tree.</p> <p>It was <b>NOTED</b> that the trees had been ordered by the Clerk so as to secure them.</p> <p>The Clerk reported that:</p> <ul style="list-style-type: none"> <li>– The assistance of the Assistant Clerk in chasing up applications and sourcing trees whilst the Clerk had been out of action had been invaluable.</li> <li>– Wickens Farm was the tree provider selected for this year; there was a likelihood that the Parish Council would need to find another provide next year.</li> <li>– This was the second year of a new approach and that there were still elements to develop further.</li> <li>– Trees provided by the Parish Council were to be collected and recycled by the Holme Valley 1<sup>st</sup> Scouts group for a donation of £20 per tree.</li> </ul> <p>The Clerk outlined different possible approaches to awarding grant amounts and their costs and suggested that where an applicant was yet to submit an evaluation or evidence of public liability insurance any grant should be subject to those being submitted.</p>
	<p><b>APPROVED</b>, Grant Application 1. From Honley Business Association, Honley for <b>£250</b> towards provision of 2 Christmas trees, their installation and disposal. This was a rolling grant.</p> <p><b>APPROVED</b>, Grant Application 2. From St David’s Church, Holmbridge, for <b>£210</b> towards provision of a Christmas tree (ordered through HVPC). This was a rolling grant. Subject to receipt of proof of public liability insurance.</p> <p><b>APPROVED</b>, Grant Application 3. From Holme Residents Association, Holme for <b>£250</b> towards provision of a Christmas tree (ordered through HVPC) and community celebration. This is a rolling grant. Subject to receipt of proof of public liability insurance.</p> <p><b>APPROVED</b>, Grant Application 4. From the Rock Inn, Brockholes, for <b>£250</b> towards provision of a Christmas tree and decorations. This was a rolling grant. Subject to receipt of proof of public liability insurance.</p> <p><b>APPROVED</b>, Grant Application 5. From Netherthong Community Partnership, for <b>£250</b> towards provision of a Christmas tree, lights, signage and contingency. This was a rolling grant.</p>

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**APPROVED**, Grant Application 6. From Hade Edge Residents Association, Hade Edge, for **£250** towards provision of a Christmas tree (ordered through HVPC) and lights. This was a rolling grant.

**APPROVED**, Grant Application 7. From Hepworth Community Association, Hepworth, for **£210** towards provision of a Christmas tree (ordered through HVPC). This was a rolling grant.

**APPROVED**, Grant Application 8. From Scholes Methodist Church, Scholes for **£210** towards provision of a Christmas tree (ordered through HVPC). This was a rolling grant.

**APPROVED**, Grant Application 9. From New Mill Club, for **£210** towards provision of a Christmas tree (ordered through HVPC).

**APPROVED**, Grant Application 10. From the Royal Oak, Upperthong, for **£210** towards provision of a Christmas tree, (ordered through HVPC). Subject to receipt of proof of public liability insurance.

**APPROVED**, Grant Application 11. From The Clothiers Arms, Netherthong, for **£250** towards provision of a Christmas tree, lights, etc.

**APPROVED**, Grant Application 12. From Wooldale Allotments Association for **£100** towards provision of a Christmas display and lights in the Veg Box.

**APPROVED**, that the Royal Oak, Upperthong and New Mill Club, New Mill should each be in receipt of a rolling Christmas Provision grant of up to £250 for 2026 and 2027.

An **action for the Clerk** was to contact Netherthong Community Partnership and the Clothiers Arms, Netherthong, and explain that in future years the Parish Council may choose to fund just one community Christmas tree and suggest that the two organisations liaise to resolve how at a future point the funding could be shared. The Committee **NOTED** that the grant awarded to Netherthong Community Partnership was designated a rolling grant.

## ASSETS MAINTAINED BY HOLME VALLEY PARISH COUNCIL

### 2526 49 Holmfirth Public Toilets and Gartside Buildings update

1. Update regarding the Gartside Unit – maintenance

The Clerk reported that the Assistant Clerk was to be thanked for meeting with EPIKs staff to effect a handover on Tuesday 4 November, EPIKs having relinquished the tenancy. There were no issues to report.

2. Maintenance of the toilets.

The Clerk referred to the written report from the maintenance contractor which indicated that some of the hardware appeared to be worn/in need of replacement – for example the cisterns in the service corridor, corroded taps being replaced, and the poor performance of an inlet valve.

The maintenance contractor continued to make twice-daily visits and additional lunchtime visits and to carry out 1 pressure wash each month. Repairs had been made to the disabled cistern and a new tap had been fitted to the disabled basin.

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# Holme Valley Parish Council

	<p><b>NOTED:</b> the report from the Maintenance Contractor.</p> <p>3. <u>Update regarding the Solar Panels and Refurbishment Project</u></p> <p>Phase 1 of the solar panels and refurbishment project had been completed. Phase 2 would focus on improving disabled toilet facilities. It was 13 years since the toilets were asset-transferred from Kirklees 10 years since the last refurbishment.</p> <p>Proposed budget for 2026-7 for phase 2 was an Earmarked Reserve of £10,000 based on the original report from the Architect.</p> <p>The Architect was working on possible approaches for phase 2. These might include reconfiguring the existing space to include a more accessible disabled toilet/baby change space or moving the disabled toilet back into what is now the commercial unit.</p> <p>At the meeting on 22 September the Committee had <b>RESOLVED</b> to task the existing toilets working group to explore the feasibility of installing a Changing Places toilet in the lettable unit and report back in due course. The working group were still exploring the potential for a Changing Places-style disabled facility.</p> <p><b>RESOLVED:</b> to convene an additional meeting to consider the forthcoming report from the Architect, exploring possible approaches to phase 2 of the project. The Architect to attend the meeting.</p> <p>It was anticipated that the Service Provision Committee would then decide the brief for phase 2 and the Architect would cost this.</p> <p>The reletting of the Gartside Unit would be considered once the Architect’s report regarding phase 2 possibilities had been received.</p> <p>A Gartside Expenditure Phase 1 Report from the Deputy Clerk/RFO was received and invoices from Garlands and Holme Architects noted. After an initial hold-up, a workaround had been found to enable these to be paid ahead of the next Finance and Management Committee or Full Council meeting.</p> <p>A learning point from the process was to ensure that contractual payees were included from the outset on the schedule of regular payments.</p>
	<b>OTHER ASSETS MANAGEMENT</b>
<b>2526 50</b>	<b>Other assets including benches, stone shelters, war memorials, red heritage phone kiosks, the Covid Memorial Orchard at Sands and defibrillators.</b>
	<p><b>NOTED:</b> the Maintenance Contractor’s Report.</p> <p>The Clerk gave the following updates.</p> <ul style="list-style-type: none"> <li>i. The Maintenance Contractor had completed 2 tours of the shelters in October including pressure washes, painting a bench in Meal Hill shelter and painting shelters in Hade Edge, New Mill, Banksville Rd, Rock and Hagg Wood. The area around 90 benches had been tidied and strimmed as required. A banner had been attached to Holmfirth toilets</li> </ul>

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## Holme Valley Parish Council

	<p>for the Big Community Celebration. Benches had been repaired/painted at N1 Dean Brook Road, Netherthong, N2 Thong Lane, N4 Netherfield Drive, and HON 18 Old Moll Road.</p> <p>ii. Submitting a grant application to the War Memorials Trust regarding Hepworth War Memorial – after a period of absence the Clerk was hoping to get the application in by the next deadline of 28 February 2026 (decision by 30 April 2026). The next deadlines after that were the 30<sup>th</sup> June and the 31<sup>st</sup> October 2026. It remained a struggle to obtain 3 quotations for the work. The Clerk was commended for their persistence.</p> <p>iii. The application to install a memorial plaque at Sands to accompany the Memorial Orchard had been received by Kirklees. Volume of work was cited as the reason it had not been processed as yet. The memorial garden at Honley Library was completed.</p> <p>iv. Further information regarding the listed status of Hepworth phone box remained to be sought before the request from Hepworth Community Association for the Parish Council to adopt the box could be considered. A refurbishment quote had been obtained and shared with the Committee. The Residents Association had been informed. There was a suggested budget for the next financial year.</p> <p>v. A resident had been in touch with a councillor regarding an ex-Kirklees 3 tier planter currently in a Reynolds skip in the centre of Holmfirth. Was it possible to find a new home for it? The Clerk reported that there were a number of assets in storage at the moment, having been moved from Holmfirth centre whilst works are happening. When the works are completed the Parish Council will need to liaise with appropriate authorities about resiting these. It was suggested that Holmepride could make use of such a a planter at Holmeside Memorial Gardens. An <b><u>action for the Clerk</u></b> was to see if arrangements could be made to have the planter moved to where it could be made use of by a community group. However, it was not desirable for the Parish Council to take on ownership of such items.</p> <p>vi. The Cheese Shop had been in touch with the Clerk regarding wanting an HVPC bench on the property moved. The siting of the bench in question was covered by the agreement recently set up with the property’s landlord. The Clerk reported that they could only contact the landlord by email, had done so and were yet to receive a response.</p> <p>vii. There were no updates regarding Hade Edge shelter and Honley Eastgate shelter, both of which may have structural issues. The Hade Edge shelter needed cost-inefficient repairs on a frequent basis and concerns were expressed about the safety of the Honley shelter due to a sagging roof. Any possible sedum roof project was on hold. An <b><u>action for the Clerk</u></b> was to request assessments of both shelters from the Maintenance Contractor.</p>
<b>2526 51</b>	<b>New Mill Closed Cemetery</b>
	<p>The Maintenance Contractor’s report was received.</p> <p>As a result of the meeting with Church officials the maintenance contractor will use his third annual visit to clear some of the brambles encroaching upon the churchyard.</p>

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# Holme Valley Parish Council

<b>PARTNERSHIPS, PROJECTS AND REPORTS FROM WORKING GROUPS</b>	
<b>2526 52</b>	<b>Tourism</b>
	<p>Cllr Baylin reported that the Holme Valley Tourism Partnership’s Heritage Week was evolving into the development of a Heritage Centre or centres. The Civic and Gartside Unit are both possible locations that may be considered as venues for Holme Valley Tourism Partnership’s Heritage Week <i>(nb amendment made in line with minute 2526 135 Full Council 15-12-2025)</i>.</p>
<b>2526 53</b>	<b>Youth work in the Holme Valley</b>
	<p>A report including budget monitoring information was received from Kirklees Youth Alliance.</p> <p>Difficulties were being encountered in getting Honley-based take up of the youth services on offer. It was felt this was in part because of the changing demographics of students attending Honley High School (out of area students) and also because the youth worker was currently based in the Dining Hall rather than in a separate room.</p> <p>It was suggested that Year 6 students might be a good year group to work with.</p> <p>A query was raised as to whether there was any scope for the Council to further support youth services and whether it was possible to identify further projects/costs the Council might help with.</p> <p>A priority should be to consider how to publicise the Council’s support of youth provision.</p>
<b>2526 54</b>	<b>Transport Working Group and Stotts Minibus Provision - update</b>
	<p>Cllr Lawrence Baylin provided an update as follows.</p> <ul style="list-style-type: none"> <li>– There was disappointment that local transport providers did not participate in the Big Community Event.</li> <li>– The preferred designer regarding the map initiative had withdrawn and new designers/quotes needed to be sought out.</li> </ul> <p>Cllr Sarah Whitelaw reported that there had been a meeting on 30 September with regards to a possible park and ride scheme based at Holmfirth Auction Market. The directors were interested in principle. The impact on business rates and planning permission needed to be explored. Kirklees were positive. A similar scheme was operating in Skipton.</p> <p>Some improvements were planned for Honley Rail Station.</p> <p>It was reported that the Stotts bus timetable did not appear to be working in terms of buses arriving as scheduled.</p> <p>At 8.32pm Standing Orders were suspended to allow the Committee to complete the business on the agenda and bring forward item 2526 57 so that adequate time could be spent on it.</p>
<b>2526 57</b>	<b>Setting the Service Provision Committee Budget for 2026-7</b>
	<p>The Deputy Clerk/RFO presented draft budget options and proposed earmarked reserves which</p>

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# Holme Valley Parish Council

	<p>largely reflected the budget for 2024-25, remarking on the following:</p> <ul style="list-style-type: none"> <li>i. Tourism allocated funding would come under a budget line, not an EMR.</li> <li>ii. Monies for an urban nature reserve project would come from the Climate Action budget line.</li> <li>iii. A new EMR with £10,000 was to be set up for bus shelters for possible works to the Hade Edge and Honley shelters.</li> <li>iv. The Gartside Building EMR was to contain £10,000 to facilitate phase 2 of the toilet refurbishment.</li> <li>v. The Sustainable Transport EMR was to be cut to £2500.</li> </ul> <p>A query was raised as to whether more money should be placed in the Gartside Building EMR to financially prepare for both phase 2 and phase 3 of the toilets project.</p> <p>An <b><i>action for the Clerk</i></b> was to contact Holme Valley Land Charity to enquire if the Charity could help with funding for the Holmfirth Toilets refurbishment.</p>
	<p><b>APPROVED:</b> the Service Provision Budget and Earmarked Reserves for 2026-27 as presented below, for recommendation to the FINANCE AND MANAGEMENT COMMITTEE, including:</p>
	<p><b>Service Provision Committee – budget lines 2026-7</b></p> <p>4320 Public toilets - Day to Day £23,100          4325 Public toilets - Lettable Space £1,050          4700 CCTV £0          4705 Christmas Provision £5,000          4710 New Mill - Churchyard £788          4715 Defibrillator £0          4720 Street Litter and Dog Waste £1,260          4730 Minibus £23,500          4735 Phone Boxes £1,000          4740 Seats &amp; Shelters-Maintenance £13,650          4750 War Memorial £1,000          4760 Youth Work in the Holme Valley £25,000          4765 Tourism £5,000          4805 Climate Action £5,000</p> <p>Total Service Provision <u>£105,347.50</u></p> <p><b>Service Provision EMRs for 2026-7</b></p> <p>326 EMR Defibrillator Special Reserve £1,674          331 EMR Gartside Building £10,000          345 EMR Rolling Grants £2,300          346 EMR Sustainable Transport £5,000          352 EMR War Memorial £2,500          353 EMR Phone Boxes £2,000          356 EMR Maintenance Contract Negotiations - Toilets £2,100          357 EMR Maintenance Contractor Negotiations - Seats &amp; Shelters £1,365          000 EMR Bus shelters £10,000</p>
<b>2526 55</b>	<b>Urban Nature Reserve Project</b>
	<p><b>RESOLVED,</b> to add Cllr Martin Rostron to the Urban Nature Reserve Working Group.</p>

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# Holme Valley Parish Council

	<b>PRIORITIES</b>
<b>2526 56</b>	<b>Priorities for Climate Action activities 2025-7</b>
	The Service Provision Committee’s priorities for climate action activities were considered in earlier items.
	<b>PUBLICITY</b>
<b>2526 58</b>	<b>Items for Publicity</b>
	Suggestions for work to publicise further included: -youth provision -the funding of village Christmas trees.
	<b><i>Meeting closed at 9.02pm</i></b>

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## RFO's report on Service Provision Budgets and Earmarked Reserves 2025/26

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- Most of the Service Provision budget lines are likely to be in budget at year-end.
  - Moreover, two budget lines largely managed by the maintenance contractor are likely to be significantly under-budget. Even assuming an expensive FEB and MAR, where three maintenance invoices have to be accounted for, the 4320 Toilets Day-to-Day budget will have over £7,000 remaining and the 4740 Benches and Shelters budget should have over £5,000 remaining.
  - The only Service Provision budget lines which will be over-budget are likely to be:
    - 4705 Christmas Provision budget line
    - 4840 Climate Action budget line
  - 4705 Christmas Provision budget line is likely to be around £500 over budget at year-end. This is due to 1) finding a new, more expensive Christmas tree supplier, 2) tree disposal costs not needed previously, 3) bigger grants to Holmfirth Christmas Team and Honley Business Association 4) more smaller Christmas tree grants awarded, 5) rise in the price of the Kirklees tree.
  - 4840 Climate Action budget line is likely to be approaching £4,000 over budget. This is mainly to do with the Holmfirth toilets solar panels/roofing project being more costly than expected. All the EMRs connected to that project have reduced to zero, and the 4325 Gartside Building Lettable Space, likewise, is reduced to zero. 4840 Climate Action shows the current overspend on that project which, however, is still below the overspend on this project approved by Council 8<sup>th</sup> September 2025 of £4,597.49. This budget line also shows the recent £488 expenditure from general reserves on swift boxes approved by Council 15<sup>th</sup> December 2025 – item 2526 149.
  - The RFO notes that the Committee has previously considered viring money to essentially cover its overspends. Advice from Rialtas would be not to do this, because it may be seen to be trying to hide an overspend, and thus be lacking transparency.
  - In terms of its earmarked reserves, the Service Provision Committee has been very active and has, this year, spent over £40,000 from its earmarked reserves. Much of this has been spent on the toilet roof/solar panels project but the Committee has also spent from its EMRs on litter bins, tourism videos, and Christmas trees.
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# Expenditure against Budget and EMRs 2025-26 Year-to-Date

## Service Provision Standing Committee

CODE	DESCRIPTION	Starting Budget	Virements	Reconcile 2024-25	April	May	June	July	August	September	October	November	December	January	February	March	Payments from EMR	Total	Remaining		
OK																					
<b>Service Provision Committee</b>																					
4320	Public toilets - Day to Day	48.60%	£23,100	£0	£1,068.74	£1,048.62	£1,088.22	£1,542.31	£1,012.50	£1,053.36	£2,238.21	£1,009.55	£877.36	£1,296.42	£0.00	£0.00	£0.00	£11,226.28	£11,873.72	4320	
4325	Public toilets - Lettable Space	698.31%	£1,050	£0	£0.00	£0.00	£0.00	£0.00	£15.83	£0.00	£6,349.46	£967.00	£0.00	£0.00	£0.00	£0.00	£6,282.29	£7,332.29	£0.00	4325	
4705	Christmas Provision	148.61%	£4,592	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£3,000.00	£2,480.00	£1,224.06	£120.00	£0.00	£0.00	£1,708.00	£6,824.06	£-524.06	4705	
4710	New Mill - Churchyard	44.92%	£788	£0	£0.00	£0.00	£177.00	£0.00	£177.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£354.00	£434.00	£0.00	4710
4715	Defibrillators	0.00%	£0	£0	£0.00	£0.00	£0.00	£0.00	£64.95	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£64.95	£64.95	£0.00	4715	
4720	Street Litter and Dog Waste	96.73%	£1,260	£0	£0.00	£0.00	£0.00	£278.75	£940.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£940.00	£1,218.75	£981.25	4720	
4730	Minibus	82.80%	£23,500	£0	£0.00	£1,908.00	£0.00	£3,879.00	£1,971.00	£1,971.00	£1,908.00	£1,971.15	£3,879.15	£1,971.15	£0.00	£0.00	£0.00	£19,458.45	£4,041.55	4730	
4735	Phone Boxes	177.00%	£400	£0	£708.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£400.00	£708.00	£92.00	4735	
4740	Seats & Shelters - Maintenance	48.76%	£13,650	£0	£687.70	£735.37	£670.35	£809.30	£736.43	£903.98	£787.21	£1,076.47	£690.97	£245.55	£0.00	£0.00	£0.00	£6,655.63	£6,994.37	4740	
4750	War Memorial	0.00%	£500	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£500.00	4750	
4760	Youth Work in the Holme Valley	76.19%	£26,250	£0	£0.00	£0.00	£10,000.00	£0.00	£0.00	£0.00	£5,000.00	£0.00	£0.00	£5,000.00	£0.00	£0.00	£0.00	£20,000.00	£6,250.00	4760	
4765	Tourism		£0	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£600.00	£0.00	£0.00	£960.00	£0.00	£0.00	£1,560.00	£1,560.00	£0.00	4765	
4840	Climate Action	589.36%	£5,000	£0	£0.00	£0.00	£0.00	£0.00	£1,200.00	£6,540.00	£0.00	£21,308.00	£420.00	£0.00	£0.00	£0.00	£21,376.00	£29,468.00	£-3,092.00	4840	
<b>Total Service Provision</b>		<b>104.78%</b>	<b>£100,090</b>	<b>£0</b>	<b>£2,464.44</b>	<b>£3,691.99</b>	<b>£11,935.57</b>	<b>£6,509.36</b>	<b>£6,117.71</b>	<b>£10,468.34</b>	<b>£19,882.88</b>	<b>£28,812.17</b>	<b>£7,091.54</b>	<b>£9,593.12</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£32,331.24</b>	<b>£104,870.41</b>	<b>£27,550.83</b>	OK	

### Earmarked Reserves - YTD

Code	Account	Opening Balance	Net Transfers	Balance end April	Balance end May	Balance end June	Balance end July	Balance end August	Balance end September	Balance end October	Balance MTD November	Balance MTD December	Balance MTD January	Balance MTD February	Balance MTD March
326	EMR Defibrillator Special Reserve SP	£1,739	£0.00	1,738.51	1,738.51	1,738.51	1,738.51	1,738.51	1,673.56	1,673.56	1,673.56	1,673.56	1,673.56	0.00	0.00
331	EMR Gartside Building SP	£3,400	£6,600.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00
341	EMR Gartside Energy Projects SP	£13,527	£4,131.00	17,657.68	17,657.68	17,657.68	17,657.68	16,457.68	9,917.68	3,635.68	0.00	0.00	0.00	0.00	0.00
345	EMR Rolling Grants F&M / SP	£1,000	£6,668.00	7,668.00	7,668.00	7,668.00	7,668.00	7,768.00	4,268.00	4,268.00	1,560.00	1,560.00	1,560.00	0.00	0.00
346	EMR Public Transport SP	£5,000	£-2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	0.00	0.00
347	EMR Tourism SP	£4,961	£0.00	4,961.00	4,961.00	4,961.00	4,961.00	4,961.00	4,961.00	4,361.00	4,361.00	4,361.00	3,401.00	0.00	0.00
348	EMR Dog Waste & Litter SP	£3,800	£0.00	3,800.00	3,800.00	3,800.00	3,800.00	2,860.00	2,860.00	2,860.00	2,860.00	0.00	0.00	0.00	0.00
351	EMR Holmfirth Toilets Refurb SP	£2,504	£-2,504.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
352	EMR War Memorials SP	£0	£2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	0.00	0.00
353	EMR Phone Boxes SP	£0	£400-£400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL:</b>				<b>50,825.19</b>	<b>50,825.19</b>	<b>50,825.19</b>	<b>50,825.19</b>	<b>48,785.19</b>	<b>38,680.24</b>	<b>31,798.24</b>	<b>15,454.56</b>	<b>12,594.56</b>	<b>11,634.56</b>	<b>0.00</b>	<b>0.00</b>

Current Schedule of EMR 345 Rolling Grants		
f.	Scholes Church Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP
g.	Brockholes Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP
h.	Holmbridge Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP
i.	Honley BA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP
j.	Hade Edge RA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP
k.	Hepworth CA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP
l.	Netherthong CP Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP
l.	Holme Village Christmas Tree Group - 2025/6, 2026/7 (term of Council)	4705 SP

# Expenditure against Budget and EMRs 2025-26 Projected

## Service Provision Standing Committee

CODE	DESCRIPTION	Starting Budget	Virements	Reconcile 2024-25	April	May	June	July	August	September	October	November	December	January	February	March	Payments from EMR	Total	Remaining	BUDGET 2026-27		
OK																						
Service Provision Committee																						
4320	Public toilets - Day to Day	68.51%	£23,100	£0	-£1,009.01	£1,068.74	£1,048.62	£1,088.22	£1,542.31	£1,012.50	£1,053.36	£2,238.21	£1,009.55	£877.36	£1,296.42	£2,400.00	£2,200.00	£0.00	£15,826.28	£7,273.72	4320	£23,100
4325	Gartside Building - Lettable Space	698.31%	£1,050	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£15.83	£0.00	£6,349.46	£967.00	£0.00	£0.00	£0.00	£0.00	£6,282.29	£7,332.29	£0.00	4325	£1,050
4705	Christmas Provision	148.61%	£4,592	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£3,000.00	£2,480.00	£1,224.06	£120.00	£0.00	£0.00	£1,708.00	£6,824.06	£524.06	4705	£5,000
4710	New Mill - Churchyard	44.92%	£788	£0	£0.00	£0.00	£177.00	£0.00	£177.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£354.00	£434.00	4710	£788
4715	Defibrillators	0.00%	£0	£0	£0.00	£0.00	£0.00	£0.00	£64.95	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£64.95	£64.95	£0.00	4715	£0
4720	Street Litter and Dog Waste	174.60%	£1,260	£0	£0.00	£0.00	£0.00	£278.75	£940.00	£0.00	£0.00	£0.00	£0.00	£0.00	£500.00	£481.25	£940.00	£2,200.00	£2,200.00	£0.00	4720	£1,260
4730	Minibus	98.76%	£23,500	£0	£0.00	£1,908.00	£0.00	£3,879.00	£1,971.00	£1,971.00	£1,908.00	£1,971.15	£3,879.15	£1,971.15	£1,780.00	£1,971.15	£0.00	£23,209.60	£290.40	4730	£23,500	
4735	Phone Boxes	177.00%	£400	£0	£0.00	£708.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£400.00	£708.00	£92.00	4735	£1,000	
4740	Seats & Shelters - Maintenance	58.78%	£13,650	£0	-£687.70	£687.70	£735.37	£670.35	£809.30	£736.43	£903.98	£787.21	£1,076.47	£690.97	£245.55	£368.32	£1,000.00	£0.00	£8,023.95	£5,626.05	4740	£13,650
4750	War Memorial	0.00%	£500	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£500.00	4750	£1,000
4760	Youth Work in the Holme Valley	95.24%	£26,250	£0	£0.00	£0.00	£0.00	£10,000.00	£0.00	£0.00	£0.00	£5,000.00	£0.00	£0.00	£5,000.00	£0.00	£5,000.00	£0.00	£25,000.00	£1,250.00	4760	£25,000
4765	Tourism		£0	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£600.00	£0.00	£0.00	£960.00	£0.00	£0.00	£1,560.00	£1,560.00	£0.00	4765	£5,000
4840	Climate Action	599.12%	£5,000	£0	£0.00	£0.00	£0.00	£0.00	£1,200.00	£6,540.00	£0.00	£21,308.00	£420.00	£0.00	£488.00	£0.00	£21,376.00	£29,956.00	£-3,580.00	4840	£5,000	
<b>Total Service Provision</b>		<b>120.95%</b>	<b>£100,090</b>	<b>£0</b>	<b>-£1,696.71</b>	<b>£2,464.44</b>	<b>£3,691.99</b>	<b>£11,935.57</b>	<b>£6,509.36</b>	<b>£6,117.71</b>	<b>£10,468.34</b>	<b>£19,882.88</b>	<b>£28,812.17</b>	<b>£7,091.54</b>	<b>£9,593.12</b>	<b>£5,536.32</b>	<b>£10,652.40</b>	<b>£32,331.24</b>	<b>£121,059.13</b>	<b>£11,362.11</b>	<b>£105,348</b>	
OK																						

### Earmarked Reserves - YTD

Code	Account	Opening Balance	Net Transfers	Balance end April	Balance end May	Balance end June	Balance end July	Balance end August	Balance end September	Balance end October	Balance MTD October	Balance MTD November	Balance MTD December	Balance MTD January	Balance projected February	Balance projected March	Balance April 2026
326	EMR Defibrillator Special Reserve SP	£1,739	£0.00	1,738.51	1,738.51	1,738.51	1,738.51	1,738.51	1,673.56	1,673.56	1,673.56	1,673.56	1,673.56	1,673.56	1,673.56	1,673.56	1,673.56
331	EMR Gartside Building SP	£3,400	£6,600.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
341	EMR Gartside Energy Projects SP	£13,527	£4,131.00	17,657.68	17,657.68	17,657.68	17,657.68	16,457.68	9,917.68	3,635.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00
345	EMR Rolling Grants F&M / SP	£1,000	£6,668.00	7,668.00	7,668.00	7,668.00	7,668.00	7,768.00	4,268.00	4,268.00	1,560.00	1,560.00	1,560.00	1,560.00	0.00	0.00	8,560.00
346	EMR Public Transport SP	£5,000	-£2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	5,000.00
347	EMR Tourism SP	£4,961	£0.00	4,961.00	4,961.00	4,961.00	4,961.00	4,961.00	4,961.00	4,361.00	4,361.00	4,361.00	3,401.00	3,401.00	3,401.00	3,401.00	0.00
348	EMR Dog Waste & Litter SP	£3,800	£0.00	3,800.00	3,800.00	3,800.00	3,800.00	2,860.00	2,860.00	2,860.00	2,860.00	2,860.00	0.00	0.00	0.00	0.00	0.00
351	EMR Holmfirth Toilets Refurb SP	£2,504	-£2,504.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
352	EMR War Memorials SP	£0	£2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
353	EMR Phone Boxes SP	£0	£400-£400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
	Maintenance contractor negotiations - toilets day-to-day	£0	£0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,100.00
	Maintenance contractor negotiations - maintenance	£0	£0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,365.00
	Bus Shelters	£0	£0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
	<b>Total</b>	<b>£35,930</b>		<b>50,825.19</b>	<b>50,825.19</b>	<b>50,825.19</b>	<b>50,825.19</b>	<b>48,785.19</b>	<b>38,680.24</b>	<b>31,798.24</b>	<b>15,454.56</b>	<b>12,594.56</b>	<b>11,634.56</b>	<b>10,074.56</b>	<b>10,074.56</b>		<b>43,198.56</b>

of which £1708

Current Schedule of EMR 345 Rolling Grants			
f.	Scholes Church Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£170	4705 SP
g.	Brockholes Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705 SP
h.	Holmbridge Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£210	4705 SP
i.	Honley BA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705 SP
j.	Hade Edge RA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£224	4705 SP
k.	Hepworth CA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£224	4705 SP
l.	Netherthong CP Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705 SP
l.	Holme Village Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£130	4705 SP
	<b>Total</b>	<b>£1,708.00</b>	

# Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

Tel: 01484 687460



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## Grant Evaluation

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

<b>Name of Organisation</b>	Honley Business Association
<b>Amount of award</b>	£ 1500 plus £250 Rolling grant for large Xmas Trees
<b>Purpose for which the grant was awarded (Maximum 20 words)</b>	To install Christmas trees throughout the Village for the Festive Season

### The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 500 words)*
- *Attach a few photos*

Grant funding was received to install fresh Christmas trees throughout Honley Village, positioned outside participating local businesses during the festive period.

The project aimed to enhance the appearance of the village centre, encourage local shopping, support independent businesses, and create a welcoming and festive environment for residents and visitors.

The trees were successfully sourced, installed, and maintained throughout the Christmas season, with strong participation from village businesses.

The project set out to:

- Enhance the visual appearance of Honley Village during the Christmas period

- Support local independent businesses by increasing footfall
- Encourage residents to shop locally during the festive season
- Foster community pride and participation
- Contribute to a vibrant and welcoming village atmosphere

The installation of the Christmas trees has become a true community event in Honley, led by our Treasurer, Philip Lofthouse, and supported by an army of approximately 20 dedicated local volunteers. Over several days, the team worked across the village centre to carefully position and secure the trees outside participating businesses, transforming the streets into a festive display. The effort has grown into more than just a practical task — it is now a seasonal tradition that brings people together, fostering pride and camaraderie.

Volunteers were kindly supported with hot drinks from the local coffee shop, Wired, further reinforcing the strong partnership between businesses and residents. The installation days themselves have become a visible demonstration of Honley’s community spirit and collective commitment to the village.

In addition to the individual business trees, two large 15-foot Christmas trees were installed in prominent gateway locations within Honley Village, creating striking focal points at either end of the village Centre. Their scale and positioning ensured high visibility, immediately signalling arrival into a festive and welcoming community. The trees provided a natural gathering point for residents and visitors, enhanced photographs and social media engagement, and complemented the smaller displays throughout the village. Together, they framed the overall scheme, elevating the impact of the festive installation and reinforcing Honley’s reputation as a vibrant and attractive destination during the Christmas period.

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## The Story of Your Project contd.

<b>What you achieved</b>	
<b>What were the benefits of your project?</b> <b>(Maximum 500 words)</b>	<p>The project delivered clear visual and economic benefits:</p> <ul style="list-style-type: none"><li>• Created a cohesive and attractive festive environment throughout Honley</li><li>• Increased positive feedback from residents and visitors</li><li>• Supported seasonal footfall and local trading</li><li>• Strengthened the “shop local” message within the community</li></ul> <p>Businesses reported that the trees enhanced customer experience and contributed to a welcoming atmosphere during the busy Christmas period.</p>
<b>Who benefited from the project?</b> <b>(Maximum 200 words)</b>	<p>The display was publicly accessible and benefitted all residents, visitors and businesses. It enhanced the experience of families, older residents and those attending seasonal events. The project fostered collaboration among Honley businesses and reinforced community pride.</p>

<p><b>How many people benefited?</b> <b>(Maximum 200 words)</b></p>	<p>Approx 6500 Residents and 000's of Visitors, business owners and everyone one including stallholders who took part in the Christmas Street Market</p>
<p><b>Was the project inclusive?</b> How were marginalised groups (elderly, disabled, young people etc) able to participate?</p>	<p>The Christmas tree project was inclusive and community-wide in its benefit. The festive display was installed in publicly accessible areas throughout Honley Village centre, enhancing the environment for residents, visitors and businesses of all ages and backgrounds. By creating a welcoming and attractive setting, the project supported families, older residents, and those attending seasonal events, while encouraging broad participation in village life. The initiative involved a wide range of local businesses, promoting shared community pride and collective engagement.</p>
<p><b>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</b></p>	<p>Fresh trees were responsibly sourced and disposed of sustainably following the festive period by chipping them and using the mulch on the Community gardens.</p> <p>By encouraging residents to shop locally within Honley, the project also supported the sustainability of the village economy.</p>

<p><b>Did you achieve what you were trying to do?</b> (Maximum 200 words)</p>	<p>The Christmas tree installation project successfully enhanced Honley Village during the festive period, supported local businesses, and strengthened community identity. The project met its objectives and provided clear benefit to the village and its 6,500 residents.</p>
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<h2>Finance and Expenditure</h2> <p><i>We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes</i></p>
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Grant awarded	£ 1500
Rolling Grant for large Xmas trees Grant awarded	£ 250.00

Date	Description of expenditure (use another sheet if necessary)	Amount
04/11/25	115 3 to 4ft Norway Spruce with Delivery	£ 1959.0
	2 x 15ft Nordman Spruce Xmas Trees with delivery	£ 696.00
		£
		£
		£
		£
		£
		£
		£
		£
	<b>Total expenditure</b>	<b>£ 2655.0</b>
	<b>Amount of grant remaining (if any)</b>	<b>£ 0.00</b>

<p><b><i>Any amount of the award unspent may have to be returned to the Parish Council</i></b></p>
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Person completing this form		Date	07/02/26
Position in organisation	<b>Administrator</b>		

Send the completed application form, together with all supporting documentation, preferably in PDF format to: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.

**Have you considered inviting a Member of the Parish Council to come and see your project and how your grant money has been spent? Why not give the Parish Council a ring and arrange a visit 01484 687460?**







# Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: clerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460



## Grant Evaluation – Christmas Decorations

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

<b>Name of Organisation</b>	St David's Church
<b>Amount of award</b>	£ 190
<b>Purpose for which the grant was awarded (Maximum 20 words)</b>	Christmas Tree

### The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 200 words)*
- *Attach a few photos*

We put the Christmas tree up in front of the cenotaph in the church grounds. We already had fairy lights to decorate the tree. This was put up by a team of volunteers.



## What you achieved

<b>What were the benefits of your project?</b> <b>(Maximum 250 words)</b>	<p>It brightened the area, lots of people see it. There has been a Christmas Tree in the church grounds for many years and is a focal point for the community – it wouldn't be Christmas without it there</p>
<b>Who benefited from the project?</b> <b>(Maximum 100 words)</b>	<p>It was seen by many residents of Holmbridge and all those driving/walking by that live in neighbouring areas of the Holme Valley. Also many visitors to the area will have enjoyed seeing our Christmas display.</p>
<b>How many people benefited? (Max 50 wds)</b>	<p>Not only the regular congregation at St David's but all those living and passing through the area.</p>
<b>Was the project inclusive?</b> <b>Were marginalised groups (elderly, disabled, young people etc) involved?</b>	<p>The project could be enjoyed by all.</p>
<b>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</b>	<p>We reused fairy lights and only switched them on during the prescribed hours. They were on a timer.</p>

## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

<b>Grant awarded</b>	<b>£ 190</b>
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Date	Description of expenditure (use another sheet if necessary)	Amount
	<b>Christmas Tree</b>	<b>£ 190</b>
		£
		£
		£
		£
		£
	<b>Total expenditure</b>	£
	<b>Amount of grant remaining (if any)</b>	£

*Any amount of the award unspent may have to be returned to the Parish Council*

<b>Person completing this form</b>		<b>Date</b>	<b>26 Jan 2026</b>
<b>Position in organisation</b>	<b>Administrator</b>		

Use extra sheets if needed; expand boxes to fit text etc.

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Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.

# Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: clerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460



## Grant Evaluation – Christmas Decorations

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

Name of Organisation	HOLME VILLAGE RESIDENTS ASSOCIATION
Amount of award	£ 250
Purpose for which the grant was awarded (Maximum 20 words)	CHRISTMAS TREE + TOWARDS COST OF DECORATING AREA

### The Story of Your Project

- Tell us what you did with the money awarded to you (Maximum 200 words)
- Attach a few photos

£190 WAS USED FOR THE TREE (ARRANGED BY P.C.)  
 £40 WAS PUT TOWARDS THE HANGING WINTER BASKETS THAT ARE IN THE SAME AREA AS THE TREE  
 £20 WAS THE TREE REMOVAL FEE (ARRANGED BY P.C.)

### What you achieved

What were the benefits of your project? (Maximum 250 words)	AN EVENING OF CHRISTMAS CAROLS + LIGHTS SWITCH ON - RAISING MONEY FOR HAGE EDGE BRASS BAND. A LOVELY EVENT FOR ALL OF THE VILLAGE + WIDER PUBLIC
Who benefited from the project? (Maximum 100 words)	VILLAGERS + WIDER PUBLIC
How many people benefited? (Max 50 wds)	APPROX 70 PEOPLE ATTENDED

Was the project inclusive? Were marginalised groups (elderly, disabled, young people etc) involved?	YES - WE HAVE ALL AGES LIVING IN THE VILLAGE + ALL AGES ATTENDED !
Reflecting on climate change, did the project address any aspects of the climate emergency? How?	WE OPTED AGAINST TREE ORNAMENTS DUE TO PLASTICS - AND INSTEAD USED HANGING BASKETS IN THE AREA AS MORE ENVIRONMENTALLY FRIENDLY .


## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

Grant awarded	£ 250
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Date	Description of expenditure (use another sheet if necessary)	Amount
DEC 25	CHRISTMAS HANGING BASKETS (CONTRIBUTION	£ 40
DEC 25	TREE (PROVIDED BY PC)	£ 20
DEC 25	TREE (REMOVAL) PROVIDED BY PC.	£ 190
		£
		£
		£
	Total expenditure	£
	Amount of grant remaining (if any)	£

*Any amount of the award unspent may have to be returned to the Parish Council*

Person completing this form		Date	23	1	26
Position in organisation	TREASURER				

Use extra sheets if needed; expand boxes to fit text etc.

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# Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

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## Grant Evaluation – Christmas Decorations

- The Parish Council likes to hear how community groups have used the money awarded to them
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<b>Name of Organisation</b>	Netherthong Community Partnership
<b>Amount of award</b>	£ 220.00
<b>Purpose for which the grant was awarded (Maximum 20 words)</b>	Purchase of Xmas tree and memory baubles

### The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 200 words)*
- *Attach a few photos*

Purchased outside Xmas Tree from local supplier. Delivered to Netherthong Community Space (Church) grounds. Memory baubles were purchased for local people to remember their loved ones at Christmas. These were hung on the indoor tree in the entrance to the local Community space.

### What you achieved

<b>What were the benefits of your project? (Maximum 250 words)</b>	Lifting the spirits of the community at Christmas time. Enabled the village to seasonal, warm and welcoming to all. Allowing village people to remember and recognise loved ones who have passed on at this festive time.
<b>Who benefited from the project? (Maximum 100 words)</b>	All people of the local community as well as the public passing through the village. Both children and adults alike enjoyed the tree and we got positive feedback from the community.
<b>How many people benefited? (Max 50 wds)</b>	Approx 2000 – the whole community regardless of age, ethnicity and religious beliefs.
<b>Was the project inclusive? Were marginalised</b>	Purchase of the tree was inclusive or all ages, sexual orientation, religious beliefs. The Netherthong Community Partnership adhered to their policy of inclusion and diversity when discussing the spending of this grant.

groups (elderly, disabled, young people etc) involved?	
Reflecting on climate change, did the project address any aspects of the climate emergency? How?	Yes, the tree was bought locally and disposed off via the local scout group in an ecological and environmentally friendly way.


## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

<b>Grant awarded</b>	<b>£</b>
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Date	Description of expenditure (use another sheet if necessary)	Amount
7/12/25	Purchase of memory baubles	£ 35.98
5/12/25	Nordman Fir Xmas Tree	£ 130.00
5/12/25	Delivery of tree	£ 5.00
31/12/25	Arrangement for disposal of tree donation to local Scout group	£ 20.00
		£
		£
	<b>Total expenditure</b>	<b>£ 190.98</b>
	<b>Amount of grant remaining (if any)</b>	<b>£ 29.02</b>

*Any amount of the award unspent may have to be returned to the Parish Council*

Person completing this form		Date	15/1/26
Position in organisation	Trustee and Treasurer		

Use extra sheets if needed; expand boxes to fit text etc.

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# Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: clerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460



## Grant Evaluation – Christmas Decorations

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

<b>Name of Organisation</b>	Hade Edge Residents Ass
<b>Amount of award</b>	£ 250
<b>Purpose for which the grant was awarded (Maximum 20 words)</b>	Christmas Tree & decorations

### The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 200 words)*
- *Attach a few photos*

Our community Christmas Tree arrived at The Boshaw Trout on Tuesday the 25<sup>th</sup> Nov, just before the festivities began in the Village (local trade Xmas stalls in the Pub to started us off on the 26th). This year I remembered to add the lights while the tree was laid down (so I could reach the top!) We were able to re-use the hole in the beer garden that the owner had sorted last year and the tree stood proudly for all to see.

### What you achieved

**What were the benefits of your project?  
(Maximum 250 words)**

The benefits of the grant meant that money that our group raised could go towards other Christmas events & charities such as the senior citizens of Had Edge who got to enjoy their annual Christmas dinner which is paid for out of the groups funds.

<b>Who benefited from the project?</b> (Maximum 100 words)	The whole village & many more that pass by the Christmas tree on the busy B6106 rd were able to enjoy the festive view for 6 weeks
<b>How many people benefited? (Max 50 wds)</b>	Hard to say but I would guess into the 1000's due to the position of the tree
<b>Was the project inclusive?</b> <b>Were marginalised groups (elderly, disabled, young people etc) involved?</b>	Everyone was able to enjoy the tree!
<b>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</b>	The tree was collected by the 1 <sup>st</sup> Holme Valley Scout group who use the trees to feed & bed animals at a local farm. We re used our LED lights from last year.

## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

<b>Grant awarded</b>	<b>£ 40.00</b>
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Date	Description of expenditure (use another sheet if necessary)	Amount
<b>25.11.25</b>	<b>Large Xmas baubles</b>	<b>£ 33.99</b>
		£
		£
		£
		£
		£
	<b>Total expenditure</b>	<b>£ 33.99</b>
	<b>Amount of grant remaining (if any)</b>	<b>£ 6.01</b>

*Any amount of the award unspent may have to be returned to the Parish Council*

<b>Person completing this form</b>		<b>Date</b>	<b>17.01.26</b>
<b>Position in organisation</b>	<b>Secretary</b>		

**Use extra sheets if needed; expand boxes to fit text etc.**

**Send the completed application form, together with any supporting documentation, preferably in PDF format to: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)**

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Tel: 01484 687460



## Grant Evaluation – Christmas Decorations

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

<b>Name of Organisation</b>	Hepworth Community Association
<b>Amount of award</b>	£ 190
<b>Purpose for which the grant was awarded</b>	Rolling Grant for provision of Christmas tree in the centre of Hepworth village.

### The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 200 words)*
- *Attach a few photos*

A cut tree (approx 16ft high) sourced (by HVPC) from and delivered by Wickens Farm was installed outside the Butchers Arms public house in the centre of Hepworth village, decorated with LED lights. The tree and lighting were erected and installed by volunteers at the same time as other Christmas decorations throughout the village. The lights were switched on in early December and removed in early January but the highlight was the community carol singing around the tree on Christmas Eve accompanied as usual by the Hepworth Silver Prize Band.



## What you achieved

<b>What were the benefits of your project?</b> (Maximum 250 words)	The grant enabled us to put up a decent tree this year with efficient LED lights. It provided a focal point for the community carol singing, allowing many people, including many families with children, to enjoy the festive event.
<b>Who benefited from the project?</b> (Maximum 100 words)	Many villagers and other people with connections to the village come to join in the carol singing every year to celebrate the Christmas season and meet old friends.
<b>How many people benefited? (Max 50 wds)</b>	It is estimated that there were several hundred people taking part in the singing. In addition during December evenings the tree and lights provide a cheering spectacle to people walking or driving past.
<b>Was the project inclusive? Were marginalised groups (elderly, disabled, young people etc) involved?</b>	Everybody who wanted to was able to see the tree and lights and/or experience the atmosphere at the carol singing.
<b>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</b>	The new decorations for the tree were energy saving LED lights which were only illuminated during the hours of darkness each evening in December, minimising energy consumption and hence carbon dioxide emissions.

## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

<b>Grant awarded</b>	<b>£ 190</b>
----------------------	--------------

Date	Description of expenditure (use another sheet if necessary)	Amount
7/12/25	Christmas Tree from Wickens Farm paid direct by HVPC	<b>£ 190</b>
	<b>Total expenditure</b>	<b>£ 190</b>
	<b>Amount of grant remaining (if any)</b>	<b>£ 0</b>

*Any amount of the award unspent may have to be returned to the Parish Council*

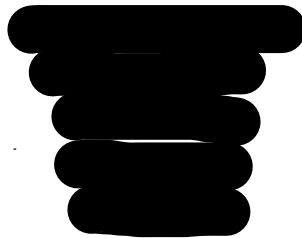
<b>Person completing this form</b>	[REDACTED]	<b>Date</b>	14/01/2026
<b>Position in organisation</b>	Chair of Trustees		

Use extra sheets if needed; expand boxes to fit text etc.

Send the completed application form, together with any supporting documentation, preferably in PDF format to: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk). Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.

**SCHOLES METHODIST CHURCH**

Secretary



Holme Valley Parish Council

5 January 2026

Dear Sir

On behalf of us all at the Church I am writing to thank you for the provision of the Christmas tree.

The lighting ceremony was successful which included the singing of carols accompanied by a Brass Band ensemble. The tree was decorated with Christmas lights and proved to be an attractive feature throughout the festive period.

Thank you once again.

Yours faithfully



Secretary  
Scholes Methodist Church  
Holmfirth  
Te: (01484) 684998  
Mob: 07732114846  
Email: scholesmethodist@gmail.com


**From:** [REDACTED]  
**Sent:** 17 January 2026 18:01  
**To:** clerk@holmevalleyparishcouncil.gov.uk  
**Subject:** Grant Evaluation Form v6 - for Christmas decorations

[REDACTED] attached a document

[REDACTED] has attached the following document:

Jen,  
as requested, hope this is OK

[REDACTED]

 Grant Evaluation Form v6 - for Christmas decorations

Snapshot of the item below:

<h1>Holme Valley Parish</h1>	
	
<h2>Council</h2>	
The Civic, Huddersfield Road, Holmfirth HD9 3AS Email: <a href="mailto:clerk@holmevalleyparishcouncil.gov.uk">clerk@holmevalleyparishcouncil.gov.uk</a> Tel: 01484 687460	
<h1>Grant Evaluation – Christmas Decorations</h1>	
<ul style="list-style-type: none"><li>• The Parish Council likes to hear how community groups have used the money awarded to them</li></ul>	

- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

<b>Name of Organisation</b>	SCHOLES METHODIST CHURCH
<b>Amount of award</b>	£ 210.00
<b>Purpose for which the grant was awarded (Maximum 20 words)</b>	Supply and disposal of community Christmas Tree

### The Story of Your Project

- Tell us what you did with the money awarded to you (Maximum 200 words)
- Attach a few photos

**We erected the supplied Christmas tree in the Church grounds, illuminated it, and held a lighting ceremony for the village to attend ,with refreshments, and music from Hade Edge Band.**

### What you achieved

<b>What were the benefits of your project? (Maximum 250 words)</b>	The village tree enhances the atmosphere at Christmas, and is appreciated by passers by school children and parents, in addition to our church congregation.
<b>Who benefited from the project? (Maximum 100 words)</b>	Pretty much as above. The events are open to all who wish to avail themselves of some Christmas spirit.
<b>How many people benefited? (Max 50 wds)</b>	Very difficult to quantify but probably 200 or so
<b>Was the project inclusive? Were marginalised groups (elderly, disabled, young people etc) involved?</b>	Yes, we are inclusive, the congregation are largely “mature”, we are opposite the Junior School and have events which the children attend and take part in such as decorating a window for Christmas and singing for events. This year we also invited Holmfirth Cub Scouts (1st Holme Valley),

	to hold their Carol Sing in the church, and they performed another count down and switch on of the lights. We also have a singing for fun group on 2 Tuesdays a month for dementia sufferers and their carers, and whilst not of specific benefit, several will have attended the tree lighting evening.
<b>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</b>	The lights used are LED and are on a timer so only on until 23.00 each night, and within the period requested by the PC .

## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

		Grant awarded	£	210
Date	Description of expenditure (use another sheet if necessary)	Amount		
	<b>TREE</b>	£	<b>190</b>	
	<b>COLLECTION BY HOLMFITH SCOUTS</b>	£	<b>20</b>	
	<b>Both paid directly be the PC</b>	£		
		£		
		£		
		£		
	<b>Total expenditure</b>	£	<b>210</b>	
	<b>Amount of grant remaining (if any)</b>	£		

*Any amount of the award unspent may have to be returned to the Parish Council*

<b>Person completing this form</b>		<b>Date</b>	<b>17.01.2026</b>
<b>Position in organisation</b>	<b>PROPERTY TEAM MEMBER</b>		

Use extra sheets if needed; expand boxes to fit text etc.

Send the completed application form, together with any supporting documentation, preferably in PDF format to:

[clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.

Page of

Does this item look suspicious? [Report](#)

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# Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: clerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460



## Grant Evaluation – Christmas Decorations

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

Name of Organisation	Wooldale Allotment Association
Amount of award	£ 100
Purpose for which the grant was awarded (Maximum 20 words)	To decorate the Veg Box ( a repurposed telephone box supported by WAA) for Christmas

### The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 200 words)*
- *Attach a few photos*

**Myself and friend of WAA [REDACTED] have taken on running The Veg Box throughout the year and in past years we have decorated the box without a grant. This year we came up with the idea of A Tree in a Box, so we bought a tree, some baubles and some battery powered fairy lights. We put the decorated tree into the repurposed telephone box, where it remained for the festive period. Because the box remained locked, the display was protected from the weather. Please see the photo at the end of this form.**

--

## What you achieved

<b>What were the benefits of your project? (Maximum 250 words)</b>	We aimed to bring a smile to the faces of all the passersby who frequent this busy village.
<b>Who benefited from the project? (Maximum 100 words)</b>	Everyone who saw it, we hope! Wooldale is home to all ages who enjoy looking in the Veg Box through the seasons. The local community, visitors who might be on holiday and regulat walkers support the Veg Box generously, so we wanted something they could benefit from when it's closed for the winter.
<b>How many people benefited? (Max 50 wds)</b>	Difficult to estimate how many people enjoyed seeing the decorated Veg Box. However, it's situated in a busy, prominent position equidistant with the pub, the Coop and the park, so we think that plenty of people will have seen it.
<b>Was the project inclusive? Were marginalised groups (elderly, disabled, young people etc) involved?</b>	Because this was a relatively simple project, only two of us were involved in conceiving and implementing our Tree in a Box idea.
<b>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</b>	We hope that our concept is reusable in future years. We've stored the tree, lights and baubles in a locked shed on the allotments, and are intending to use it all again.

## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

<b>Grant awarded</b>	<b>£</b>
----------------------	----------

Date	Description of expenditure (use another sheet if necessary)	Amount
		£
		£
		£
		£

		£
		£
	<b>Total expenditure</b>	£
	<b>Amount of grant remaining (if any)</b>	£

*Any amount of the award unspent may have to be returned to the Parish Council*

<b>Person completing this form</b>		<b>Date</b>	
<b>Position in organisation</b>			

Use extra sheets if needed; expand boxes to fit text etc.

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Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.



# Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: clerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460



## Grant Evaluation – Christmas Decorations

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

<b>Name of Organisation</b>	New Mill Club
<b>Amount of award</b>	£ 210
<b>Purpose for which the grant was awarded (Maximum 20 words)</b>	Xmas tree for front of club, plus removal by the scouts.

### The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 200 words)*
- *Attach a few photos*

**Erected the tree in front of the club building and decorated with lights from previous year.**



--

## What you achieved

<b>What were the benefits of your project?</b> (Maximum 250 words)	The tree brought a lot of compliments from both club members and the general public.
<b>Who benefited from the project?</b> (Maximum 100 words)	Club members and the whole community. Photos of the tree and a “Thank you” to the Parish Council were posted on the local Holmfirth page too, to attract further attention.
<b>How many people benefited? (Max 50 wds)</b>	Anyone who entered the club or who passed by either on foot or in a vehicle.
<b>Was the project inclusive?</b> <b>Were marginalised groups (elderly, disabled, young people etc) involved?</b>	Being outside, the tree was visible to all.
<b>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</b>	The tree was responsibly disposed of by the Scouts.

## Finance and Expenditure

*We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes*

<b>Grant awarded</b>	£
----------------------	---

Date	Description of expenditure (use another sheet if necessary)	Amount
	<b>Tree was ordered and purchased by the Parish Council</b>	<b>£ 190</b>
	<b>Collection of the tree by the Scouts was also organised by the Parish Council</b>	<b>£ 20</b>
		£
		£

		£
		£
	<b>Total expenditure</b>	<b>£ 210</b>
	<b>Amount of grant remaining (if any)</b>	£

*Any amount of the award unspent may have to be returned to the Parish Council*

<b>Person completing this form</b>		<b>Date</b>	<b>01/02/2026</b>
<b>Position in organisation</b>	<b>Secretary</b>		

Use extra sheets if needed; expand boxes to fit text etc.

Send the completed application form, together with any supporting documentation, preferably in PDF format to: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.

## **Holme Valley Parish Council – Asset Maintenance Report**

Date: 12 February 2026

Prepared by [REDACTED]

Submitted to: Mrs McIntosh, Clerk to the Council

### **1. Public Toilets**

#### ***1.1 General Condition***

The public toilets continue to operate effectively overall. However, persistent damp caused by prolonged inclement weather is preventing the building from drying out. This is contributing to deterioration of paintwork around the windows.

#### ***1.2 Doors and Ventilation***

The internal doors have swollen significantly due to moisture and now require considerable force to open. At present, no remedial plan to shave the doors is recommended, as this would result in looseness once the timber dries.

#### ***1.3 Cleaning and Consumables***

Environmentally friendly cleaning products are now in use, removing the need for bleach.

Air fresheners and liquid soap continue to be frequent targets for theft; therefore, only low-cost items from Lidl are purchased and kept at one-quarter capacity.

#### ***1.4 Loft Leaks***

In January, a series of major leaks occurred in the loft space. The first was repaired promptly; however, body heat in the confined space caused additional frozen pipes to thaw, resulting in multiple further splits and a significant water deluge, including water running down the pavement outside.

As a consequence, the door to the Gartside Unit has swollen shut and remains inaccessible.

#### ***1.5 Cash Collection***

Takings are collected weekly, bagged, dated, and periodically processed through the Coin-Star machine at Tesco. Donation levels remain unchanged, with approximately one in five users contributing.

#### ***1.6 Vandalism and Misuse***

Recent weeks have seen minimal damage, limited to routine misuse such as leaving the facilities in an untidy state.

#### ***1.7 Cisterns and Infrastructure***

The toilet cisterns located in the service tunnel are functioning adequately but require ongoing adjustment due to continual wear and tear.

### **2. Benches**

#### ***2.1 Winter Maintenance***

Since early January, weather conditions have prevented bench tidying and maintenance. Once spring begins—particularly when the daffodils emerge—grass cutting and bench painting/repairs will resume.

## **2.2 Specific Issues**

- i. The bench near Cuddy's Farm has been damaged and is prioritised for repair on the next suitable dry day.
- ii. The bench outside the Cheese Shop at the crossroads has been removed, last seen in the car parking area down Norridge Bottom. Although situated on private land with permission of the landowner, it is a high-quality bench with a memorial plaque, and the Council was not consulted regarding its removal.
- iii. With resurfacing now complete on Victoria Bridge, approval is sought to reinstate the benches previously removed for storage.
- iv. Benches on Hollowgate have again gone missing. They were previously retrieved from the coffee shop and refitted but have since disappeared once more.
- v. Two war-memorial benches have appeared opposite Compo's Café. A request is made for the return of the original cast bench legs, which are rare and costly.

## **3. Phone Boxes**

The Council-adopted phone boxes require minimal maintenance, largely due to strong community stewardship in the villages. A small number are beginning to look faded and would benefit from a light repaint rather than a full refurbishment.

Twice-yearly drive-by inspections continue, with sweeping and tidying undertaken as required.

## **4. War Memorials**

Wreath removal is scheduled this month for the memorials in Brockholes, Upperthong, and Honley.

## **5. Bus Shelters**

Routine maintenance continues, including sweeping, tidying, and jet-washing when necessary. There remains a very low incidence of graffiti or antisocial behaviour, which is a marked improvement compared with previous years when the shelters were painted dark brown.

## **6. Graveyard**


Due to the exceptionally dry summer, grass growth was minimal. The third scheduled visit will be used in winter to cut back brambles along the boundary wall, as previously agreed.

## **7. Gartside Unit**

The unit remains vacant. Access is currently not possible due to the swollen door caused by the recent water ingress. An inspection will be carried out once access is restored.

## **8. Summary**

Overall, the Council's assets continue to be monitored closely, with responsive action taken where required. Efforts remain focused on maintaining a tidy and welcoming environment across the Holme Valley while ensuring prudent use of Council resources.

 express their continued appreciation for the opportunity to support the upkeep and presentation of assets under the ownership of Holme Valley Parish Council.

ENDS.

**clerk@holmevalleyparishcouncil.gov.uk**

---

**From:** cllramorgan@holmevalleyparishcouncil.gov.uk  
**Sent:** 08 January 2026 10:50  
**To:** clerk@holmevalleyparishcouncil.gov.uk  
**Subject:** RE: FW: Holmfirth Business Group toilet chat COMMENTS

You are right Jen, a further addition our SP agenda.

Thank you for filling me in. I'm glad that my report has been forwarded so that they can see we intend to do more and the thoughts and backing of the business community may galvanise speedier action in terms of finding or allocating funding.

Best wishes

Alison

-----Original Message-----

**From:** clerk@holmevalleyparishcouncil.gov.uk  
**Sent:** Thursday, 8 January, 2026 10:40  
**To:** "Cllr Alison Morgan" <cllramorgan@holmevalleyparishcouncil.gov.uk>  
**Subject:** FW: Holmfirth Business Group toilet chat COMMENTS

Good morning, Alison

See below for comments from Bridge Law Solicitors regarding lack of baby change in Holmfirth Toilets. Perhaps worth referencing at Service Provision.

Kind regards

*Jen McIntosh*

Mrs Jen McIntosh  
 Clerk

Holme Valley Parish Council  
 Holmfirth Civic Hall  
 Huddersfield Road  
 Holmfirth HD9 3AS

Tel: 01484 687460  
 Email: clerk@holmevalleyparishcouncil.gov.uk

*Please note that the HVPC Office is open to the public Tuesdays and Thursdays 9.30am through to 2.30pm. At other times please leave a recorded message or contact me via email. The HVPC office is based on the Third Floor in Holmfirth Civic with access through the Exhibition Room.*

*My usual working pattern is Monday to Thursday.*

---

**From:** [REDACTED]  
**Sent:** 08 January 2026 08:28  
**To:** [REDACTED]; Jen McIntosh <clerk@holmevalleyparishcouncil.gov.uk>  
**Subject:** Re: Holmfirth Business Group toilet chat COMMENTS

H [REDACTED]

Many thanks for this. I will ensure your thoughts are added to those from other Valley people.

As you may have seen, this matter is under current discussion and we expect to have an appropriate way forward in the near future, following receipt and discussion of the commissioned investigation by Holmfirth Architecture.

**My note in the HBT Group is here in case you haven't seen it. (Are you on the HBT Group to represent Bridge Law?)**

Do get in touch if you have any further questions.

STARTS

. Cllr Alison Morgan, Chair of the Service Provision Committee, (which oversees all HVPC 'assets matters' ) reported to Full Council on December 15th. (Full minutes of that meeting are due to be published shortly).

STARTS

After the renovation of the roof and roof lights and the addition of solar panels it is time to consider the next phases of improvements.

Holme Architecture produced a very thorough condition report in March this year which identified the problems with the roof and the ventilation. It also identified the short-comings of the internal arrangements, the poor design and condition of the disabled toilet, the lack of baby changing facilities and the poor general plumbing and interior decor.

Holme Architecture have been tasked with producing a costed programme of work both renovation and repair, for the forthcoming year and will deliver an in-person presentation for a meeting of the Service Provision Committee in the new year. (DATE TBC)

Well-designed and well-maintained public toilets are fundamental to human dignity and contribute to public health. They also make good business sense, help revitalise and foster good quality urban living, even inspire people to get out of their cars and start walking, cycling and using public transport.

NOTED: Cllr Morgan's report.

ENDS.

Best wishes,

[Redacted signature block]

Sent from [Outlook for Android](#)

---

**From:** [Redacted]  
**Sent:** Wednesday, January 7, 2026 11:37:35 pm  
**To:** [Redacted]  
**Subject:** Holmfirth Business Group toilet chat

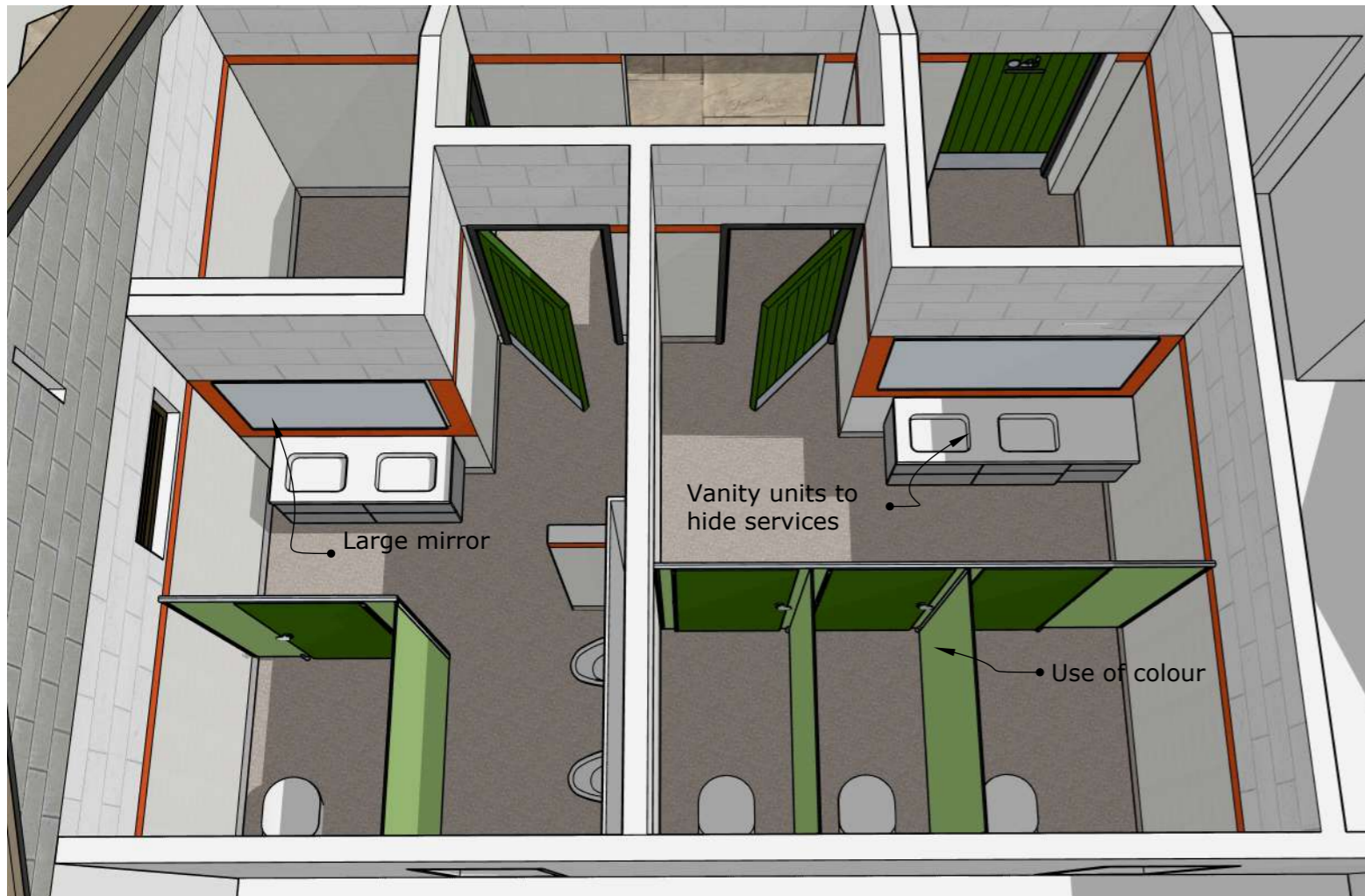
H [Redacted]

I work at Bridge Law Solicitors. On the issue of toilets I have had numerous comments about the lack of baby change facilities in the main town from clients. I have family members who have also struggled with this and it does put them off visiting. They walked all the way back to the coop with a just walking young toddler on an event day to find their toilets closed and couldnt find any baby change facility.

I have had family and clients change babies on my desk as a result but I know it was a big issue for family when I was not around and this option was not available. As a town marketed as family friendly some facility would be helpful.

Thanks [Redacted]

Fi



Construction staff and operatives must ensure the principal contractor has provided thorough and accurate information on all health and safety aspects relating to the designs identified on this drawing including the review of:

- Designers/contractors risk assessments
- Method statements
- Permit to work
- Pre construction information

The designers note that the following health and safety risks relating to this drawing have not been eliminated during the design process:



**holmearchitecture**  
 17a Chapelgate · Scholes · Holmfirth · HD9 1SX  
 matt@holmearchitecture.com | www.holmearchitecture.com | 07976977532

All dimensions to be verified on site, and the Architect informed of any discrepancy. All drawings and specifications should be read in conjunction with the H&S Plan. This drawing is the Property of Holme Architecture Limited © DO NOT SCALE FROM THIS DRAWING

drawn by	checked by	date	scale @ A3
MC	MC	03.02.26	NTS

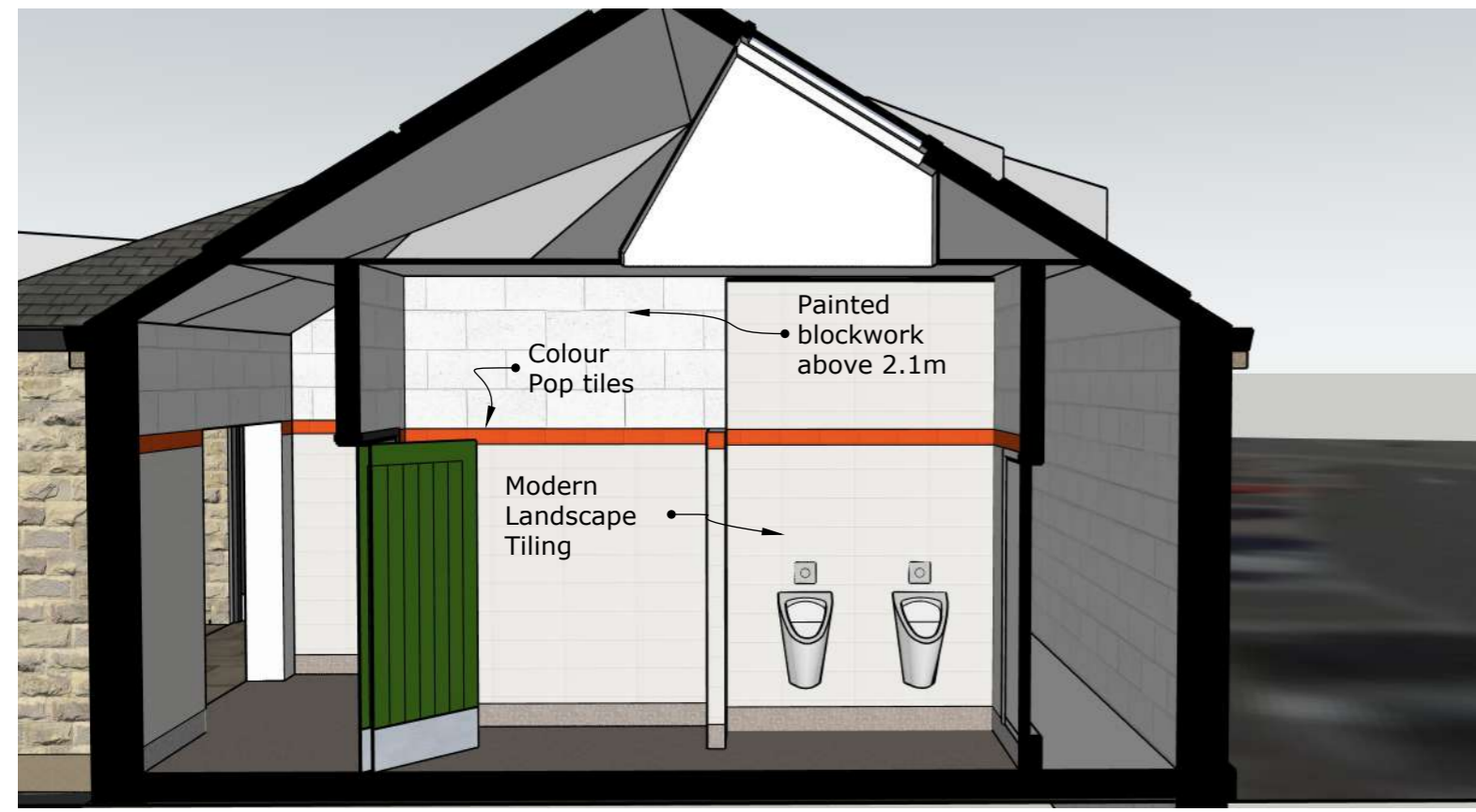
Holmfirth Parish Council  
 Holmfirth Public Conveniences

Draft Images

project number	drawing number	revision
115	000	

revision	date	by	chk

not reference



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revision	date	by	chk

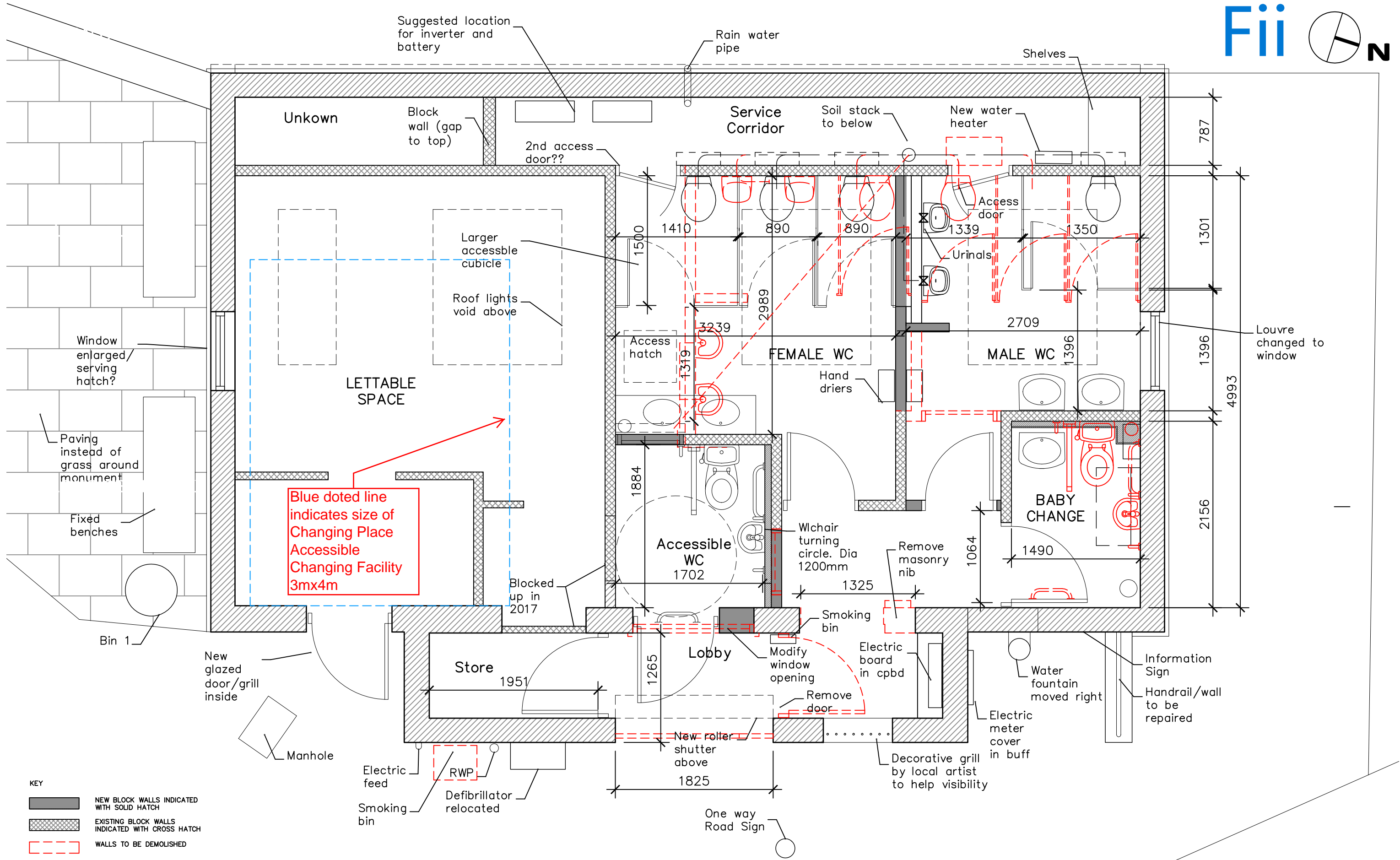
**holme architecture**  
 17a Chapelgate · Scholes · Holmfirth · HD9 1SX  
 matt@holmearchitecture.com | www.holmearchitecture.com | 07976977532

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drawn by	checked by	date	scale @ A3
MC	MC	03.02.26	NTS

**Holmfirth Parish Council**  
**Holmfirth Public Conveniences**

Draft Images		
project number	drawing number	revision
115	000	



Blue dotted line indicates size of Changing Place Accessible Changing Facility 3mx4m

- KEY**
-  NEW BLOCK WALLS INDICATED WITH SOLID HATCH
  -  EXISTING BLOCK WALLS INDICATED WITH CROSS HATCH
  -  WALLS TO BE DEMOLISHED

Construction staff and operatives must ensure the principal contractor has provided thorough and accurate information on all health and safety aspects relating to the designs identified on this drawing including the review of:

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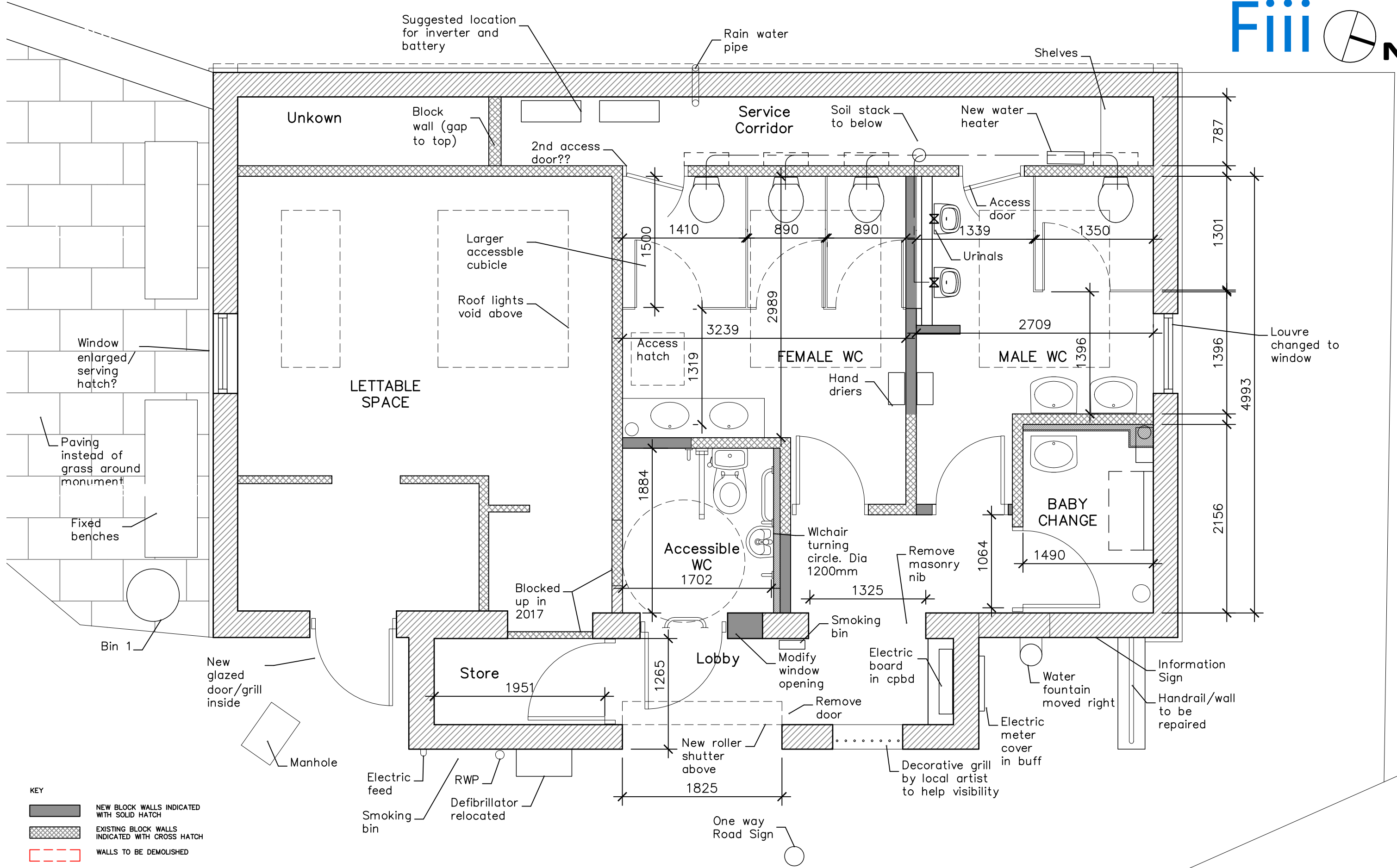
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drawn by	checked by	date	scale @ A3
MC	MC	24.02.25	1:40
<b>Holmfirth Parish Council Holmfirth Public Conveniences</b>			

Proposed Ground Floor Plan		
project number	drawing number	revision
115	<b>211</b>	<b>D</b>

cad reference: D:\02 Projects\115 Holmfirth WCs\02 Design\200\Plans\115\_211 Proposed Ground Floor Plan.dwg



- KEY**
-  NEW BLOCK WALLS INDICATED WITH SOLID HATCH
  -  EXISTING BLOCK WALLS INDICATED WITH CROSS HATCH
  -  WALLS TO BE DEMOLISHED

Construction staff and operatives must ensure the principal contractor has provided thorough and accurate information on all health and safety aspects relating to the designs identified on this drawing including the review of:

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 matt@holmearchitecture.com | www.holmearchitecture.com | 07975977532

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drawn by	checked by	date	scale @ A3
MC	MC	24.02.25	1:40
<b>Holmfirth Parish Council Holmfirth Public Conveniences</b>			

Proposed Ground Floor Plan		
project number	drawing number	revision
115	<b>211</b>	<b>D</b>

cad reference: D:\02 Projects\115 Holmfirth WCs\02 Design\200\Plans\115\_211 Proposed Ground Floor Plan.dwg

**HOLMFRTH WC BUDGET COSTS**
**PHASE 2 AND 3**

	Professional Fees		
	Architect		
1	M&E Consultant		£4,000.00
2	Planning Permission / Conservation		£300.00 50% Reduction for Parish Council
3	Building Regs permission		£1,200.00 Doesn't seem to be a reduction for Parish Council
			<b>£5,500.00 SUBTOTAL FEES</b>

**DEMOLITION**

4	Prelims		<b>£5,000.00 SUBTOTAL PRELIMS</b>
---	---------	--	-----------------------------------

**DEMOLITION**

5	Walls	2	£1,000.00	£2,000.00
6	Floor Tiles/inc entrance area	2	£1,000.00	£2,000.00
7	Sanitaryware	1	£750.00	£750.00
8	Drainage	2	£750.00	£1,200.00
9	Services - Plumbing			£800.00 Review by Registered plumber required
10	Services - Electrics			£1,200.00 Review by Registered electrician required
11	Skips			£1,500.00
				<b>£9,450.00 SUBTOTAL DEMOLITION</b>

**FABRIC AND FINISHES**

12	Floor levelling			£1,000.00
	External Masonry			
	Form new window to front elevation			
13	Security Screen			£2,500.00
14	Internal New Masonry Walls/Altered openings			£5,000.00
15	Terrazzo Flooring and cover skirtings 40m3	40.00	£225.00	£9,000.00 Quoted
16	Louvred window			£1,000.00
17	Roller Shutter = powder coated			£3,500.00
18	Doors internal	5	£1,200.00	£6,000.00
19	Stone Flags n Entrance Area			£1,500.00
20	Access doors into service corridor	2	£1,000.00	£2,000.00
21	Loft Access Panel /Ladder	1	£1,000.00	£1,000.00
22	Wall Tiling			£6,000.00
23	Insulated plasterboard Ceiling Velux surrounds			£3,000.00
24	Loft insulation			£1,200.00
25	Fire barrier Roof Void above lettable unit			£750.00
26	Signage			£1,500.00
27	Painting			£2,000.00
				<b>£46,950.00 SUBTOTAL BUILDING WORKS</b>

**Sanitaryware**

28	WC Pans x 4 standard	4	£1,250.00	£5,000.00 Solid surface Sanitaryware Durham / Leeds
29	WHBs x 5	5	£600.00	£3,000.00
30	Urinals x 2	2	£500.00	£1,000.00
31	Doc M Pack			£1,500.00
32	Cucicles x 4			£5,000.00 Easy clean feet Cubicle Centre Ravensthorpe Wakefield
33	Mirrors	6	£120.00	£720.00
34	PIS Units / Ducts			£2,500.00
				<b>£18,720.00 SUBTOTAL SANTARYWARE</b>

**SERVICES**

35	Mechanical Extract			£2,500.00
36	Heating - radiant heating panels??	4	£300.00	£1,200.00 heating in the rear corridor to prevent freezing / condensation
	Electrics - Re wiring /LED lighting/small power/emerg lighting			£4,000.00
38	Hand Driers	4	£300.00	£1,200.00
39	New Water Heater			£2,000.00
	Plumbing h/c water, renew wastes/drainage connections/testing flushing chlorination			£5,000.00
41	Testing and certification			£1,000.00
				<b>£16,900.00 SUBTOTAL SERVICES</b>

**£102,520.00 TOTAL**
**£123,024.00 INC VAT**

REFURBISHMENT EXAMPLES			
<b>PAGE 1 The Partnering approach</b>			
		<p><b>DANFO UK Lancashire</b></p> <ul style="list-style-type: none"> <li>• 50 years experience in new build and refurbished WCs (lots of modular)</li> <li>• Sustainable approach. Partnering.</li> <li>• Also provide a management and maintenance services</li> <li>• Partial refurb £3000 m2 average for 39.5m2 £118k</li> <li>• Changing Places (12m<sup>2</sup>) and 'Space to Change (7.5m<sup>2</sup>)' In-build Options</li> </ul> <p><b>Changing Places Solution within an existing building</b></p> <p>A Changing Places facility has an internal space of 4m x 3m is required. Danfo can create this space within an existing building and will install all equipment according to guidance issued by the 'Changing Places Organisation'. All buildings come with technical specification of the equipment used. If new walls, floor, ceiling and doors are required we can do this to</p>	
		<p><b>Healthmatic, Wiltshire</b></p> <p>Installation and maintenance of WCs for councils/transport hubs. Direct Access conversions seem to be preferred. WC charging 20p or 50p pys for the management</p> <p>Partial refurb £3500 m2 average for 39.5m2 £118k</p>	
<p><b>Lan Services Wareham Council Dorset</b> Contract Value £140,000 Feb 2025</p>			
<p>The toilet refurbishment work incorporated the renewal of all wall, floor and ceiling coverings within the public toilets as well as replacement of the cubicles, vanity units, taps and washroom accessories.</p> <p>Vandal resistant details included mushroom head sensor taps, designed to limit the opportunity for users to grab and break the taps. The sensor timed flow means that the taps deliver only a limited amount of water, therefore reducing waste.</p>			

**PAGE 2 The Direct Contract Approach**

**Edith Walk Public Toilets Great Malvern** £152k Completed by Local Builder in 2024



Before



After



before



After

**St Albert Street WCS Bletchly, Milton Keynes. Town Council WCs refurbished in 2025**

Awarded to *Inspired Washrooms Ltd* at a cost of £47,500 (originally estimated cost £25k)

Project described as a significant refresh rather than light refurb. Not a Major refurb. Cost initial estimated to be £25k

Use of vanity Units to overcome issues of drainage 'pop ups' without digging up floor

To improve community safety and deter vandalism and anti-social behaviour, CCTV has been installed at the site, ensuring a safer environment for all users



**WC Refurb, Godalming Town Council Midlands**  
**Crown Court Public WCs**  
 (Took over running on WCs in 2018)

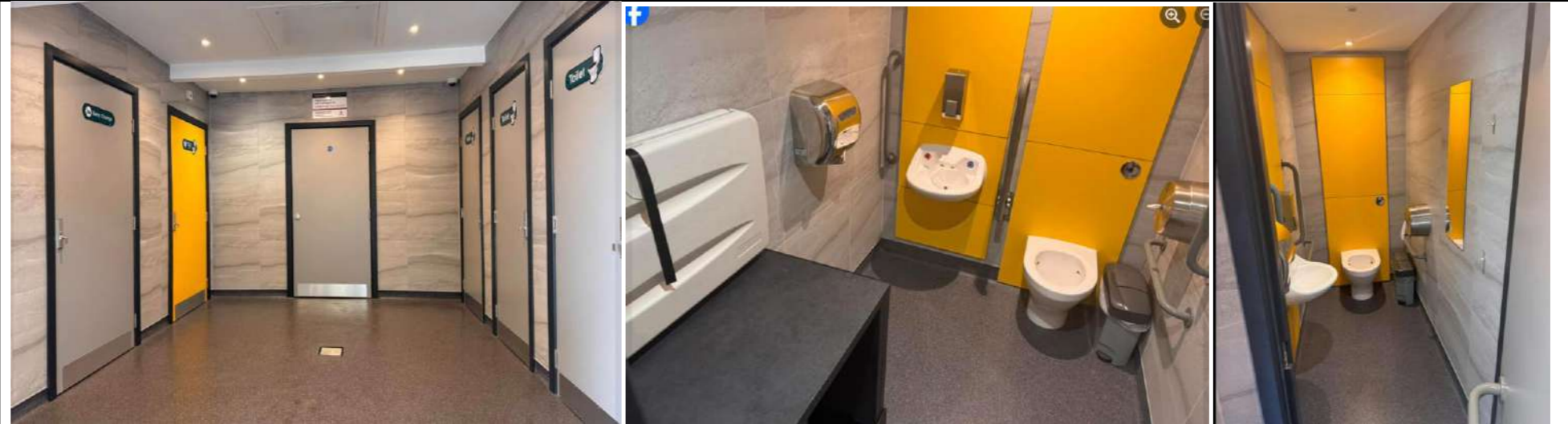
Consultation carried out in 2023. 80% grant from Department For Levelling Up Housing and Communities  
 Modern, gender-neutral, hygienic toilet facilities with disability access and a private baby changing facility.

Local Builder Thomas Dudley 2024 £175,000  
 Winner of Loo of the Year.

The refurbishment includes five independent toilet cubicles, a fully equipped disabled toilet, and a larger cubicle with baby changing facilities. Resan® standard height WC pans paired with Electroflo® touch-free WC controls and anti-ligature basins with nose and twin tap outlets and infra-red controls were chosen, along with a less-abled WC pan with a blue seat and extension box for wheelchair access to ensure accessibility for all users.

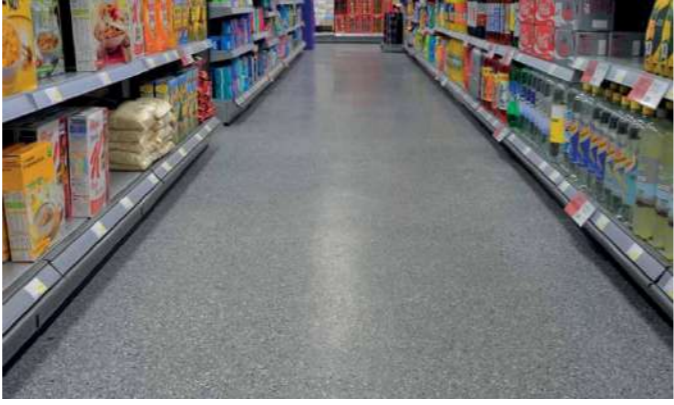













Existing



**Longley Farm WCs 2015**



<p><b>PRODUCTS</b></p> <p><b>Terrazzo flooring</b> alternative with covered skirtings  Milestone Flooring, Pontefract - WF8 2JJ  Flowfast terrazzo Flooring with cover 100mm skirting 39.5m2 @£9000 = £228/m2  (Terrazzo - £350-£400/m2)</p>			
<p>Anti Vandal Sanitaryware</p> <p>Resan Antiligature Basin  Thomas Dudley Midlands</p>	 <p>Resan Antiligature Basin</p>	 <p>Resan Antiligature Urinal</p>	 <p>Resan Antiligature Standard WC</p>
<p>Lamplas Polymer Engineering Durham  (Also have a base in Leeds)</p>	 <p>Guardian Solid Surface Oval Basin £275 each blank</p>	 <p>Resin Urinal £166 each</p>	 <p>Guardian Solid Surface Standard WC £700 each blank</p>
<p>Solid Core Laminate Cubicles</p> <p><b>Cubicle Centre</b>, Ravensthorpe</p> <p>Cairngorm Cubicles – Band A Greenlam / Band B Fundermax &amp; Polyrey  Designed to perform in even the most demanding environments, Cairngorm cubicles are vandal resistant and completely water proof.</p> <p>Total Cost £3665 plus VAT</p>			

## Briefing Paper: Changing Places Toilets – Supporting Information

### 1. Context

The retail unit adjacent to the public toilet facilities in the Gartside Building, Holmfirth, is due to become vacant at the end of October 2025 following notice given by the current tenant. This presents an opportunity to consider enhancing local accessible toilet provision through the possible installation of a Changing Places Toilet (CPT) as part of any future refurbishment or redevelopment of the site. The inclusion of such a facility would improve dignity, safety, and access to public life for residents and visitors who currently experience significant barriers.

This report provides background information, evidence, and considerations regarding the potential conversion of the vacant retail unit into a CPT. Its purpose is to inform decision-making by setting out technical, financial, and funding-related information.

### 2. What is a Changing Places Toilet?

Changing Places Toilets are larger, better-equipped accessible toilets designed for people who cannot use a standard accessible WC. It provides a specialist facility designed to support the needs of people with profound and multiple disabilities such as motor neurone disease, multiple sclerosis, cerebral palsy, and other complex physical or neurological conditions by providing:

- more space than a standard accessible toilet,
- assistance from one or two carers,
- specialist equipment for safe and dignified toileting and changing.

Each Changing Places facility must include:

- A height-adjustable adult-sized changing bench (minimum 1800 mm long)
- A ceiling track hoist system
- A centrally placed, peninsular toilet with 1000 mm clearance on both sides
- A height-adjustable washbasin
- Adequate space for a user in a wheelchair and up to two carers
- A privacy screen or curtain
- Non-slip flooring, a large waste bin for pads, and emergency alarm systems

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### 3. Considerations on Space & Technical Feasibility

- **Standard requirements:** A CPT ideally requires **12 m<sup>2</sup>** ( $\approx 3 \text{ m} \times 4 \text{ m}$ ) of unobstructed usable space, with ceiling height of at least  $\sim 2.4 \text{ m}$ , clear circulation, door widths, etc. In constrained sites,  $\sim 9 \text{ m}^2$  may sometimes be accepted, though these are considered minimum and have limitations.
- **Gartside unit usable space:** The  $14.5 \text{ m}^2$  usable space is above the  $12 \text{ m}^2$  preferred baseline, which suggests the space could be large enough to fit required components, subject to layout, obstacles (e.g. storage walls, structural supports), and height.

- If obstacles or fixed storage reduce the ability to lay out equipment or allow required clearances (e.g. for hoist, carer space), then the fit might be tight or require removal of obstacles or reconfiguration.
- 

#### 4. Tangible Benefits

There are currently over 250,000 people in the UK who need Changing Places toilets to enable them to go out, attend events, and take part in everyday activities. For many, the lack of appropriate facilities means either limiting time away from home or undergoing undignified care in unsuitable conditions.

In rural or semi-rural areas, provision is especially limited, and any new facility becomes a vital lifeline — particularly if located in town centres, near transport links, or adjacent to key services. Benefits to the location include:

- **Improved accessibility & inclusion:** The facility would enable people with complex disabilities, and their carers, to use central Holmfirth more fully, including attending festivals, shopping, visiting public spaces.
  - **Economic benefit:** Disabled visitors and their carers contribute significantly to the economy (the so-called “Purple Pound”). Improvements that reduce barriers (like accessible toilets) can increase visitor numbers and spend.
  - **Reputational / social value:** A CPT shows commitment to inclusive infrastructure, supports Holmfirth’s standing as accessible, and aligns with national/local policy regarding accessibility.
- 

#### 5. Indicative Costs

For context, in June 2022 Kirklees Council received £89,250 to deliver changing places toilets in existing buildings at 3 locations in Dewsbury, Mirfield and Slaithwaite.

##### Equipment package (£12k–£22k):

- Changing Places Consortium / Muscular Dystrophy UK guidance: Their *Practical Guide* and supplier cost summaries put the hoist, bench, basin, alarm and accessories in the £12,000–£17,000 range.
- Specialist suppliers (e.g. Innova Care Concepts, Astor Bannerman): online price guides estimate £15,000–£22,000 for a full equipment set.

##### Other costs:

##### Fitting and Building Works

The scale of building works required to create a Changing Places Toilet varies significantly depending on the condition and layout of the space being converted. These internal works are often the most variable element of a project, as they depend on the existing building fabric, services, and layout.

Adaptations often include:

- **Widening doorways** to ensure step-free access and adequate clearance for wheelchairs.
- **Strengthening or adding structural supports** to safely accommodate a ceiling-track hoist system.
- **Additional plumbing** for the height-adjustable wash basin, peninsular WC, and floor drainage.
- **Upgrades to electrical systems** to power hoist equipment, adjustable fixtures, and alarms.
- **Ventilation and heating adjustments** to maintain comfort and meet regulations.
- **New wall and floor finishes** with non-slip, hygienic surfaces suitable for assisted toileting and cleaning.

### Professional fees

Design / Regulatory approvals / Contingency

### Annual running costs

Additional servicing from the HVPC contractor necessary for the extra unit and associated uplift in charges for this.

## 6. Funding Options, Eligibility, Timeframes

The National Changing Places fund closed on 31 March 2025.

Below is a summary of what is known from recent programmes and guidance that are relevant to financing a CPT, including what amounts might be available, criteria, and timing. This would need to be explored in much more detail if the decision is made to advance investigations further.

Source	What it offers / what's known	Key eligibility issues / fit for Gartside
<b>Charitable &amp; Trust Funds</b>	There are charities/trusts that fund accessibility improvements (equipment, fixtures, adaptations). For example, funding guides (e.g. from Innovacare Concepts) list options like the National Lottery, disability-charity trusts etc.	These often don't fully cover large capital / building conversion / hoist costs. They might be better for funding part of the cost (equipment, fixtures). Eligibility depends on whether the organisation is a charity, or can partner with one, and whether the project qualifies as benefiting people with disabilities. Also application cycles and lead times vary.
<b>Local Community / Cultural Grants</b>	Sometimes local arts / heritage / community grants (e.g. via West Yorkshire or similar regional bodies) fund accessible facilities or	Holmfirth toilets could be eligible if there are such schemes administered through Kirklees or West Yorkshire. Research on deadlines and criteria would be needed

<b>Source</b>	<b>What it offers / what's known</b>	<b>Key eligibility issues / fit for Gartside</b>
	inclusion works. For example, funds for accessible toilets in regional community venues.	(e.g. public/community benefit, whether the body gives to councils).
<b>Accessibility &amp; Building Improvement Charitable Capital Funds</b>	Some foundations provide capital grants for building access improvements. For example, capital funds for accessibility improvements to community buildings. (Though many are location-restricted or have other limiting criteria.)	If a fund covers building and access improvements and accepts parish councils or partnerships, this could help pay for parts of the conversion (door widening, structural work, finishes). These can be competitive, and amounts may be smaller than the full cost required.
<b>Corporate Sponsorship / Community Fundraising</b>	Partnering with businesses or community groups to raise (part) funding; local businesses might value the improved accessibility. Some retailer or business foundations offer community grants.	This can fill funding gaps. It doesn't often cover large sums but could help with non-structural parts (equipment, finishes), or help match other grants. Also time-consuming to arrange.
<b>Local CIL / Section 106 / Community Infrastructure Funds</b>	If there are new developments or regeneration in Holmfirth or Kirklees, infrastructure funding (via developers, or as part of planning obligations) might be available for public facilities including toilets or access improvements.	Eligibility depends on planning policy, whether proposals are aligned with local infrastructure plans, and whether Holmfirth is within an area where current funds are available or earmarked for public amenity improvements.

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## 7. Advantages and Challenges:

Pros and Cons, to assist the committee in weighing options.

### Advantages

Existing vacant retail unit presents an opportunity without needing new build; centrally located; could improve inclusion and visitor experience.

### Challenges / Risks

Costs could escalate if building needs major adaptations (plumbing, structural work, hoist support). Ongoing running costs require reliable revenue/maintenance commitment.

Initial feasibility investigations to scope out the necessary work to convert the space may require commissioning a specialist or architect.

## Advantages

Possibly eligible for funding to cover some of the capital expenditure. Much more investigation would be needed to clarify availability and eligibility for funding.

Provides benefit to those with severe disabilities, aligns with policy and community expectations.

## Challenges / Risks

The centralised national changing places fund is now closed, so it may require more effort to scope out what could be applied for. Funding rounds have deadlines; may require tight timeframes. Competition for grants; requirement for co-funding and compliance could delay.

Usable area must allow specification; site obstacles may reduce functionality. Potential for under-utilisation if people are unaware or access is difficult.

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## 8. Next Steps (if considered)

To enable the Service Provision Committee to assess properly, the following steps are suggested if the CPT option is to be explored further:

1. Engage a technical surveyor/architect to assess the Gartside retail space: confirm exact usable dimensions, ceiling height, structural capacity, drainage, access paths, entry/exit, door sizes and feasibility for conversion. (As HVPC currently has an architect working on the Gartside Unit, this may be a useful starting point)
2. Obtain detailed cost estimates for converting the space to full Changing Places specification, including fit-out, equipment, professional fees, additional maintenance costs and contingency.
3. Investigate co-funding and match funding possibilities for conversion work and equipment.
4. Engage with local disability groups / Changing Places UK Consortium / Muscular Dystrophy UK to ensure design meets user need and to strengthen any funding bid.
5. Prepare funding bids at the relevant times when funding is open; build in timeline sufficient for planning, construction, registration.

*Prepared by: Gemma Sharp - September 2025*

**From:** [REDACTED]  
**Sent:** 03 February 2026 11:59  
**To:** Clerk  
**Subject:** Folk Festival board

Hi

Richard, spoke to you earlier regarding the folk festival board, here are the details.

I am not a part of the festival committee but just do this voluntary off my own back for the benefit of the festival and people of Holmfirth.

I currently install a board next to the entrance of The Old Bridge, you may have seen it on passing? (Pic attached). I make them 3D so as well as the date info for the festival, it has (handmade) instruments/words/flowers sticking out of the board.

This year I would like to make a new one with similar content but a different design (see sketch)... And having looked around, the 'perfect' place would be on the side wall by the flood monument, as high as possible to reduce the chance of anyone trying to swing on it.

The boards are approximately 7x4ft made of thick plywood with all the items securely screwed on. The fixings would be 4 expansion bolts with loops, drilled in to the wall. They are gold, less than 3cm and are hardly visible. So if they were left in for future events no-one would see them. Bolts are fixed through the board and they are all joined together by screw chain links.

I would be looking to install as soon as possible in March and would remove on May 12th.

I will personally install and remove the board.

I hope the committee look favourably on this request. Any further info, give me a shout.









Regards

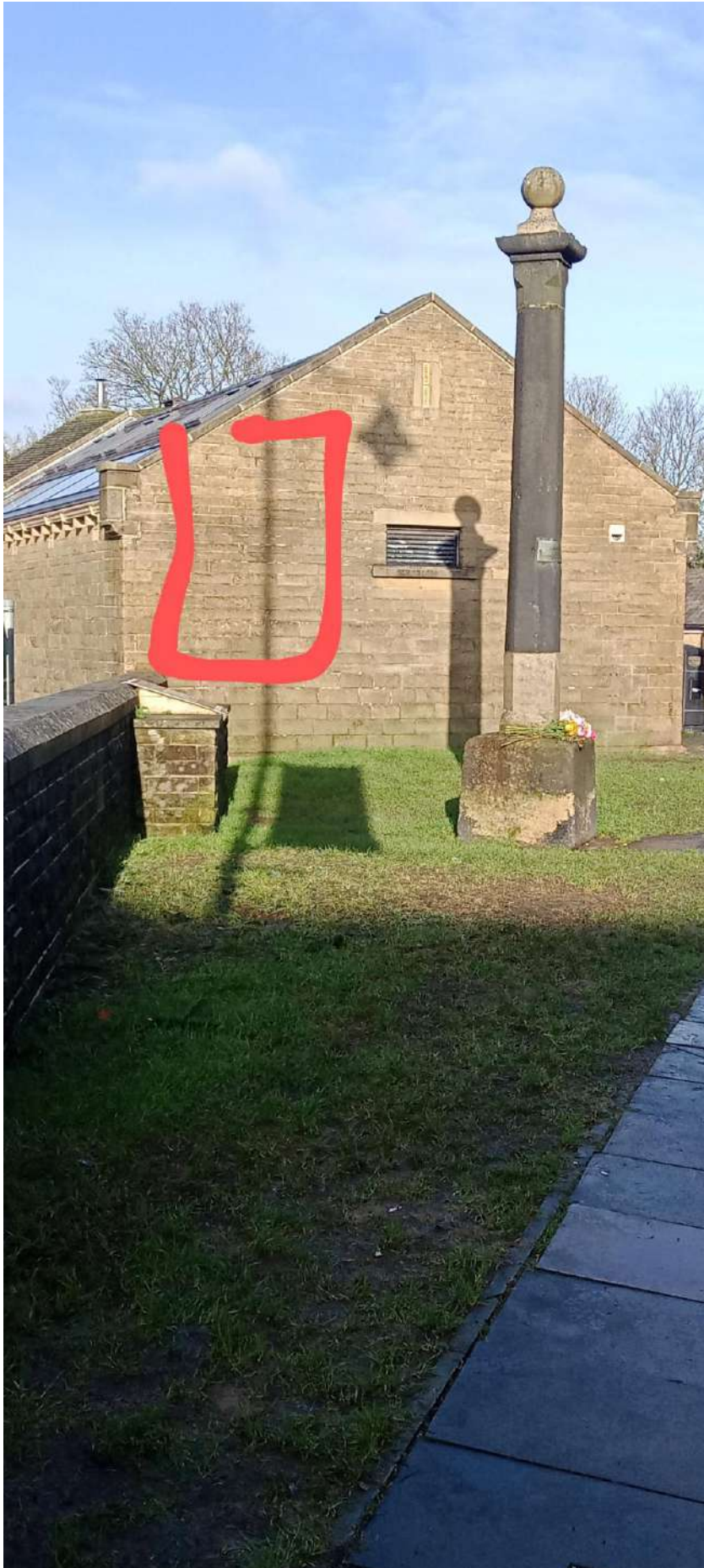


[Sent from AOL on Android](#)





FESTIVAL OF FOLK - REQUESTED POSITION



**From:** [REDACTED]  
**Sent:** 28 October 2025 13:51  
**To:** clerk@holmevalleyparishcouncil.gov.uk  
**Subject:** Re: Bench plaque request

Good afternoon Jen

Many thanks for your speedy response. I understand you have recently had an op and hope the recovery is going well.

I have read the attached document and note the contents, particularly the one regarding “new” seats.

I was in Holmfirth on Sunday with my sister and we toured the area. My dad’s family actually lived in cottages on Stoney Bank , New Mill, near where the mill was originally sited, long gone!

We came to the conclusion that it would perhaps be better sited close to the town centre, and noted a bench in the Memorial Gardens, next to the river. I attach a photo of the one in question.

This brings me to my second, maybe controversial point.

A good friend of many years has a gents outfitters on Victoria Street, - Dawson and Hall- and noted that they are constructing a new car park there.

If agreeable, I would be happy to purchase a seat and appropriate plaque there as I feel it would be both a community amenity and also a nice way to commemorate the new facility.

For information, the drive to note the family history is partly their connection with the Holme Valley but also to commemorate a significant fact. My father was one of 7 brothers and 5 of them went to the Second World War on the same day !

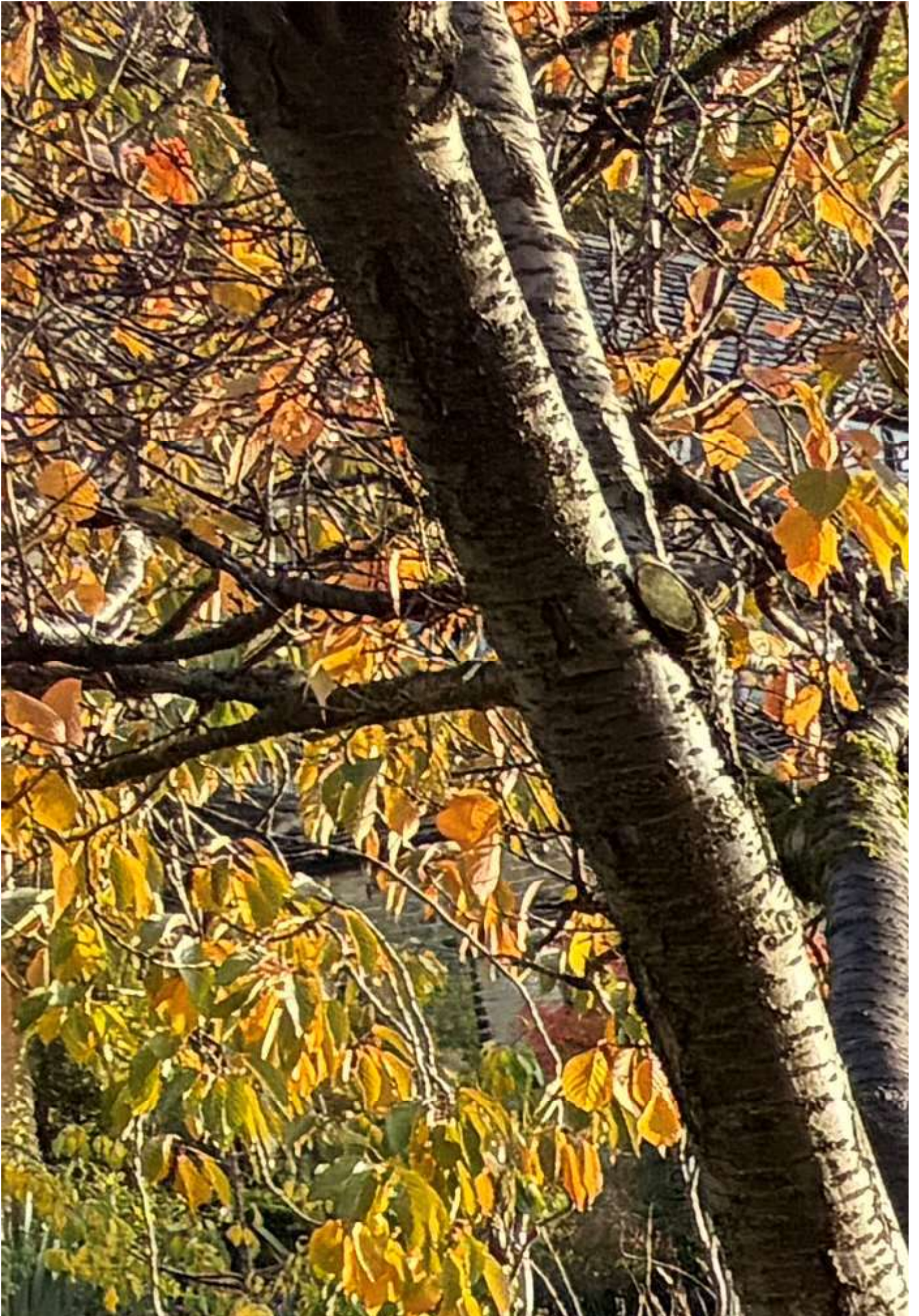
Thankfully all returned but one was hospitalised in Pinderfields for the rest of his life. He has been a Japanese POW.

I think this is story worth noting and have already been in touch with the British Legion to see if we can get more details.

I accept that my second request is “off piste” but think it might serve two purposes, one very selfish and one community based.

I am happy to discuss matters at your convenience and thank you again for your assistance,  
Best regards

[REDACTED]





On 28 Oct 2025, at 13:04, clerk@holmevalleyparishcouncil.gov.uk wrote:

Good afternoon [REDACTED]

Thank you for your query.

Have you managed to take a look at the asset map and, if so, do you have a preference for which bench you'd like a memorial plaque to be added?

I'm linking in our policy with regards to memorial plaques for you to have a read through from our website: <https://www.holmevalleyparishcouncil.gov.uk/wp-content/uploads/2024/08/Holme-Valley-Parish-Council-Mem-Bench-Policy-March-2021.pdf>

I'll wait to hear from you with regards to any queries you may have about our policy and which bench you would like a plaque attached to.

Kind regards

*Jen McIntosh*

Mrs Jen McIntosh  
Clerk

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460  
Email: clerk@holmevalleyparishcouncil.gov.uk

*Please note that the HVPC Office is open to the public Tuesdays and Thursdays 9.30am through to 2.30pm. At other times please leave a recorded message or contact me via email. The HVPC office is based on the Third Floor in Holmfirth Civic with access through the Exhibition Room.*

*My usual working pattern is Monday to Thursday.*

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**From** [REDACTED]  
**Sent:** 23 October 2025 13:06  
**To:** Deputy Clerk <deputyclerk@holmevalleyparishcouncil.gov.uk>  
**Cc:** Jen McIntosh <clerk@holmevalleyparishcouncil.gov.uk>  
**Subject:** Re: Bench plaque request

Thank you

It's [REDACTED]

Regards

On 23 Oct 2025, at 12:58, Deputy Clerk  
<[deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)> wrote:

Hi, Jen,

Dave, a member of the public, - sorry, didn't get his surname, - rang about memorial plaques for a bench.

He's wanting to memorialise his dad and his dad's brothers on a bench in the New Mill area.

I told him you were the best person to talk to about this, but were off work, then on a phased return. He explained that this isn't an urgent request, but something he would appreciate you contacting him about once you've got the pressing stuff out of the way.

█s cc'd into this email.

█ here's the link to the map of HVPC benches: [Holme Valley Parish Council \(HVPC\) - Assets – Google My Maps](#)

All the best,

Rich

--

Rich McGill  
Deputy Clerk and Responsible Finance Officer

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460

Email: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

**From:** clerk@holmevalleyparishcouncil.gov.uk  
**Sent:** 27 November 2025 11:23  
**To:** [REDACTED]  
**Cc:** Cllr Alison Morgan  
**Subject:** RE: Bench plaque request  
**Attachments:** Request for a bench outside Dawson and Hall.pdf

Thursday 27 November 2025

Good morning [REDACTED]

Yes, we have corresponded regarding bench plaques – see attached – but I’m yet to respond to your latest email of 28 October. I apologise for the delay.

First of all, thank you for sharing with me the story of your father’s family and their involvement in the Second World War. There is so much for you to be proud of there.

The bench you have provided a photograph of belongs to Kirklees Council. I believe that Kirklees has agreed that HolmePride, a local community group, can now maintain Holmeside Memorial Gardens so its worth contacting them about the possibility of having a plaque attached to this bench. This is the link to their website <https://holmepride.co.uk/>

There are other benches owned by the Parish Council in the centre of Holmfirth that may be suitable for your plaque – for example, HC9 on the cobbles by Old Towser, HC14 in St Mary’s churchyard. You can find a map of the Parish Council’s assets, including the siting of all benches, here - <https://www.google.com/maps/d/viewer?mid=17yaWljOFB92Nzg-oGta9kNAvWysg89Ye&ouid=0&ll=53.576364363735024%2C-1.7905949053866888&z=12>

Regarding siting a new bench outside Dawson and Hall, that whole area is currently affected by the renewal works going on in Holmfirth Centre. The Parish Council has had to put some benches that were situated in the old car park adjacent to Huddersfield Road in storage whilst the works are carried out. Until the works are complete it is uncertain about what street furniture Kirklees will allow to be situated where in that area .

As you are aware, the Parish Council has a policy of not installing any new benches. I can take your request to the next Service Provision Committee meeting on 23 February 2026 to see if, in principle, they would allow the purchase of a new bench with a plaque at your expense. I suspect their major focus in the first part of 2026 will be liaising with Kirklees over where existing benches in storage can be resituated once works are complete. The Parish Council does not own any of the land and therefore would need to seek Kirklees permission over the siting of any street furniture.

If it is not possible to accommodate your request to sponsor a new bench you may wish to wait until all existing benches have been re-sited and request the installation of a plaque to commemorate your Dad, his family and their contribution to Holmfirth history.

I hope that all makes sense. Let me know how you would like me to proceed. I’m in the office today so do give me a ring if you’d like to discuss further.

Kind regards

*Jen McIntosh*

Mrs Jen McIntosh

Clerk

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460

Email: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

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*My usual working pattern is Monday to Thursday.*

---

**From:** [REDACTED]  
**Sent:** 27 November 2025 08:13  
**To:** [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)  
**Subject:** Re: Bench plaque request

Good morning

May I apologise in advance if I have already emailed you with this response. I recall I wrote to enquire about placing a new bench, at my expense, with the new car park opposite Dawson and Hall. I say I recall writing but I can find no copy in my email system.

Could you please advise if you received that email ?

Many thanks

Regards  
[REDACTED]

On 28 Oct 2025, at 13:04, [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk) wrote:

Good afternoon [REDACTED]

Thank you for your query.

Have you managed to take a look at the asset map and, if so, do you have a preference for which bench you'd like a memorial plaque to be added?

I'm linking in our policy with regards to memorial plaques for you to have a read through from our website: <https://www.holmevalleyparishcouncil.gov.uk/wp-content/uploads/2024/08/Holme-Valley-Parish-Council-Mem-Bench-Policy-March-2021.pdf>

I'll wait to hear from you with regards to any queries you may have about our policy and which bench you would like a plaque attached to.

Kind regards

*Jen McIntosh*

Mrs Jen McIntosh  
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Tel: 01484 687460

Email: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

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*My usual working pattern is Monday to Thursday.*

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**From:** [REDACTED]  
**Sent:** 23 October 2025 13:06  
**To:** Deputy Clerk <[deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)>  
**Cc:** Jen McIntosh <[clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)>  
**Subject:** Re: Bench plaque request

Thank you

It's [REDACTED]

Regards

On 23 Oct 2025, at 12:58, Deputy Clerk  
<[deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)> wrote:

Hi, Jen,

[REDACTED] a member of the public, - sorry, didn't get his surname, - rang about memorial plaques for a bench.

He's wanting to memorialise his dad and his dad's brothers on a bench in the New Mill area.

I told him you were the best person to talk to about this, but were off work, then on a phased return. He explained that this isn't an urgent request, but something he would appreciate you contacting him about once you've got the pressing stuff out of the way.

[REDACTED] is cc'd into this email.

[REDACTED], here's the link to the map of HVPC benches: [Holme Valley Parish Council \(HVPC\) - Assets – Google My Maps](#)

All the best,

Rich

--

Rich McGill  
Deputy Clerk and Responsible Finance Officer

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460

Email: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

**From:** [REDACTED]  
**Sent:** 10 February 2026 00:31  
**To:** clerk@holmevalleyparishcouncil.gov.uk  
**Subject:** Re: Bench plaque request  
**Attachments:** Request for a bench outside Dawson and Hall.pdf; Untitled attachment 00152.htm

Good evening Mrs McIntosh

It's now my turn to apologize for the tardiness of my reply., I won't bore you with the detail of the reasons, but suffice to say it was not intentional.

Further to your comprehensive response, I hope I am able to respond early enough for your meeting deadline.

My family and I are of the same opinion that we would like to purchase and donate a new bench. I note your comments regarding KMBC and the restrictions attached by them to bench placements etc., but would request that a question is placed with them with regards to the bench removed from the original car park in front of Dawson & Hall. (Which, incidentally seems to be taking an inordinate amount of time to complete ).

If the process is agreed and would enable the provision of a new bench purchased by my family, including the plaque, to KMBC specifications, to be sited perhaps overlooking the wall next to the river, that would be ideal. It seems a little odd that they would re-install the bench they removed which presumably would not enhance the new facility due to its age.

I wish to thank you for your help in this matter and remain available to discuss at any time.

Many thanks  
Kind regards

[REDACTED]  
MSc

On 27 Nov 2025, at 11:22, clerk@holmevalleyparishcouncil.gov.uk wrote:

Thursday 27 November 2025

Good morning [REDACTED]

Yes, we have corresponded regarding bench plaques – see attached – but I'm yet to respond to your latest email of 28 October. I apologise for the delay.

First of all, thank you for sharing with me the story of your father's family and their involvement in the Second World War. There is so much for you to be proud of there.

The bench you have provided a photograph of belongs to Kirklees Council. I believe that Kirklees has agreed that HolmePride, a local community group, can now maintain Holmeside Memorial Gardens so its worth contacting them about the possibility of having a plaque attached to this bench. This is the link to their website <https://holmepride.co.uk/>

There are other benches owned by the Parish Council in the centre of Holmfirth that may be suitable for your plaque – for example, HC9 on the cobbles by Old Towser, HC14 in St Mary's churchyard. You can find a map of the Parish Council's assets, including the siting of all benches, here - <https://www.google.com/maps/d/viewer?mid=17yaWljOFB92Nzg-oGta9kNAvWysg89Ye&ouid=0&ll=53.576364363735024%2C-1.7905949053866888&z=12>

Regarding situating a new bench outside Dawson and Hall, that whole area is currently affected by the renewal works going on in Holmfirth Centre. The Parish Council has had to put some benches that were situated in the old car park adjacent to Huddersfield Road in storage whilst the works are carried out. Until the works are complete it is uncertain about what street furniture Kirklees will allow to be situated where in that area .

As you are aware, the Parish Council has a policy of not installing any new benches. I can take your request to the next Service Provision Committee meeting on 23 February 2026 to see if, in principle, they would allow the purchase of a new bench with a plaque at your expense. I suspect their major focus in the first part of 2026 will be liaising with Kirklees over where existing benches in storage can be resituated once works are complete. The Parish Council does not own any of the land and therefore would need to seek Kirklees permission over the siting of any street furniture.

If it is not possible to accommodate your request to sponsor a new bench you may wish to wait until all existing benches have been re-sited and request the installation of a plaque to commemorate your Dad, his family and their contribution to Holmfirth history.

I hope that all makes sense. Let me know how you would like me to proceed. I'm in the office today so do give me a ring if you'd like to discuss further.

Kind regards

*Jen McIntosh*

Mrs Jen McIntosh  
Clerk

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460

Email: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

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---

**From:** [REDACTED]  
**Sent:** 27 November 2025 08:13  
**To:** clerk@holmevalleyparishcouncil.gov.uk  
**Subject:** Re: Bench plaque request

Good morning

May I apologise in advance if I have already emailed you with this response. I recall I wrote to enquire about placing a new bench, at my expense, with the new car park opposite Dawson and Hall. I say I recall writing but I can find no copy in my email system.

Could you please advise if you received that email ?

Many thanks

Regards  
[REDACTED]

On 28 Oct 2025, at 13:04, [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk) wrote:

Good afternoon [REDACTED]

Thank you for your query.

Have you managed to take a look at the asset map and, if so, do you have a preference for which bench you'd like a memorial plaque to be added?

I'm linking in our policy with regards to memorial plaques for you to have a read through from our website: <https://www.holmevalleyparishcouncil.gov.uk/wp-content/uploads/2024/08/Holme-Valley-Parish-Council-Mem-Bench-Policy-March-2021.pdf>

I'll wait to hear from you with regards to any queries you may have about our policy and which bench you would like a plaque attached to.

Kind regards

*Jen McIntosh*

Mrs Jen McIntosh  
Clerk

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460

Email: [clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)

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**From:** [REDACTED]  
**Sent:** 23 October 2025 13:06  
**To:** Deputy Clerk <[deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)>  
**Cc:** Jen McIntosh <[clerk@holmevalleyparishcouncil.gov.uk](mailto:clerk@holmevalleyparishcouncil.gov.uk)>  
**Subject:** Re: Bench plaque request

Thank you

It's [REDACTED]

Regards

On 23 Oct 2025, at 12:58, Deputy Clerk  
<[deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)> wrote:

[REDACTED] a member of the public, - sorry, didn't get his surname, - rang about memorial plaques for a bench. He's wanting to memorialise his dad and his dad's brothers on a bench in the New Mill area. I told him you were the best person to talk to about this, but were off work, then on a phased return. He explained that this isn't an urgent request, but something he would appreciate you contacting him about once you've got the pressing stuff out of the way.

[REDACTED] is cc'd into this email.  
[REDACTED] here's the link to the map of HVPC benches: [Holme Valley Parish Council \(HVPC\) - Assets – Google My Maps](#)

All the best,  
Rich  
--

Rich McGill  
Deputy Clerk and Responsible Finance Officer

Holme Valley Parish Council  
Holmfirth Civic Hall  
Huddersfield Road  
Holmfirth HD9 3AS

Tel: 01484 687460  
Email: [deputyclerk@holmevalleyparishcouncil.gov.uk](mailto:deputyclerk@holmevalleyparishcouncil.gov.uk)

**From:** [Redacted]  
**Sent:** 11 February 2026 10:00  
**To:** 'Clerk'; 'Deputy Clerk'; 'Assistant Clerk'  
**Subject:** Bench from outside the Holy Trinity Church  
**Attachments:** HVPC Bench.jpg; New Benches Holy Trinity Church.jpg

Good morning all,

Yesterday 2 new benches were fitted at the side of the Holy Trinity Church.

Due to an oversight by me, no consideration was given to returning the HVPC bench, please accept my apologies for this.

The HVPC bench is now stored in my garden for safe keeping.

Please can you advise what you would like to do/me to do with the HVPC bench, the woodwork isn't the greatest but it's otherwise serviceable.

Kind regards

[Redacted signature]

[Redacted signature]

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<b>Report to:</b>	Holme Valley Parish Council
<b>Sent to:</b>	<a href="mailto:clerk@holmevalleyparishcouncil.gov.uk">clerk@holmevalleyparishcouncil.gov.uk</a>
<b>Date:</b>	13 <sup>th</sup> January 2026
<b>For consideration at:</b>	Services Provision Committee meeting 23 <sup>rd</sup> February 2026
<b>Written by:</b>	[REDACTED], Youth Worker, KYA [REDACTED]
<b>Purpose of the Report:</b>	To provide an update on Q3 2025-26 of the Holme Valley Youth offer (funded by SPC).

### **General Q3 Update (up to 31 Dec 2025)**

#### 1.0 Half-time Holme Valley Youth Worker Post:

- [REDACTED] continues to be funded for 18.5 hours by HVPC, with additional hours from Café 100 (4 hours) and Enabling Youth (2.5 hours). This enables her to deliver youth work sessions in the Holme Valley four nights a week:
  - Monday:** Honley Youth Drop-In, including outreach
  - Tuesday:** Phoenix Junior and Senior Youth Clubs
  - Wednesday and Thursday:** Café 100 Youth Project
- [REDACTED] remains involved in key local partnerships, receiving relevant paperwork and attending meetings as appropriate. These include Ask Honley, Families Together Rural, the Central Co-op Community Group, and the Rural COG.

#### 2.0 Café 100 Project:

- [REDACTED] continues to run the provision twice a week at Holmfirth Tech
- Meets regularly with the Café 100 Board of trustees to discuss the project
- October Half Term provision including baking, Halloween crafts and pumpkin decorating
- Delivered a programme of cooking budget-meals with young people Oct-Dec
- Supported young people with applying for and successfully winning a micro funding bid at Holmfirth Tech's Soup evening in October (£650)
- Applied for and secured a small grant with the Connect Fund (£492) to allow young people to get outdoors in the Peak District (taking place in 2026)
- Submitted a funding application to One Community Dickinsons Fund for a small grant to help fund a Summer Residential Trip in 2026 (due to hear back in Q1)

#### 3.0 Honley Youth provision:

- [REDACTED] and [REDACTED] continue to deliver on Mondays at Honley Village Hall, including an hour of outreach in the local area.
- October Half Term provision included crafts and sports.

- No significant update since last quarter, staff are actively trying to promote the club and grow including attending Ask Honley meetings, attending Honley Business Association Christmas Market, continual leaflet distribution to local residents, businesses and schools.

#### 4.0 Honley High School:

- No significant update, sessions are still ongoing and reaching a wide audience
- These sessions are still jointly funded by HVPC and Meltham Town Council.
- Sessions are led by Enabling Youth C.I.C. ( [REDACTED] )
- Staff continue to actively promote the rest of the Holme Valley offer.

#### 5.0 Phoenix Youth Club:

- [REDACTED] continues to run the Phoenix Centre's Senior Youth Club on Tuesday evenings (funded by HVPC) as well as the Junior Session (funded by Enabling Youth)
- Continued positive relationship with Huddersfield Town Foundation, sports worker [REDACTED] (as of September 2025) provides high-quality, active, sports sessions for the Junior club and kindly gifted free tickets to young people and families to Huddersfield Town vs Bolton in October.
- Submitted a funding application in December to One Community to The Dickinsons Fund to fund a range of workshops for young people in 2026, based on consultation (robotics, dance and DJ skills were included in the application).
- Planned the group's first trip in 3 years, to Superbowl Huddersfield for a Christmas treat, which was made possible with a generous donation of £410 from the family of an ex-employee of the Phoenix Centre, who sadly passed away in 2025.

#### 6.0 Next steps for Q4 2025-26

- **Café 100 Provision**
  - Secure funding for the provision for the next 3 years
  - Agree a start date with new volunteer, [REDACTED], who is a Criminology Undergraduate
  - Work with Holmfirth Pride to plan an event that is young-person friendly for 2026 Pride
  - Work with Café Direct on a project to support young people to gain barista skills
  - Plan the visit to The Peak District for February half term
- **Phoenix Centre**
  - Support Enabling Youth to secure top-up funding to continue the club
  - Plan a consultation project for Holmfirth to explore what the priorities should be for the Phoenix Centre Youth Club in 2026
  - Plan visits for Locala Sexual Health Team and The Base Drugs & Alcohol advice service for young people to visit in the Spring Term

- **Honley Youth Club**

- Grow the provision (this is dependent on building a more effective relationship with Honley High School)
- Plan an engagement event at The Village Hall for February Half Term, to promote the provision

**Measurables**

	<b>Q3 (1 October to 31 December 2025)</b>
Number of young people formally registered at each provision (on the Juice system)	Café 100: 26 Phoenix Youth Clubs: 24 Honley Youth: 12  <b>Total of 62 young people registered (or re-registered) for core youth work offer provision in the Holme Valley.</b>
Number of sessions delivered	Café 100: 21 Phoenix Centre: 18 (Junior & Senior Club) Honley Provision: 10 Honley High: 7 (term-time only)  <b>Total of 56 sessions delivered 1 October-31 December 😊</b>
Average number of young people attending the sessions	Café 100: 12 Phoenix Centre: 23 Honley Youth: 10 Honley High: <i>difficult to monitor due to not having a room for sessions* could be up to 50 some weeks.</i>  <b>Average of 45 young people engaging every week in the core youth work offer in the Holme Valley 😊 + more reached at Honley High</b>
Young People and their parents reporting social, emotional and educational progress	<i>"Thank you Tyler for all of your support with [YP name]. We really appreciate everything you do at Café 100 and the opportunities that you provide for [YP name]" – Parent of YP at Café 100 Provision, aged 15</i>  <i>"Thank you Tyler and Chris for all of your hard work at youth club, it doesn't go unnoticed!" – Parent of YP at Phoenix Senior Youth Club, aged 15</i>  <i>"I really enjoy it and it's fun to get involved in all the activities" – YP aged 12, who attends Honley Youth provision</i>
Youth Workers evidencing the delivery of new skills and knowledge	[Redacted] successfully applied for a Management and Leadership course at The University of Huddersfield, beginning in Q4.  KYA introduced to the Outcome Star model for evaluation, [Redacted] will attend training on the model in Q4.

**Financial Monitoring 2025-26**

- Please see the Appendix 1

Income	2025-26 BUDGET	Q3 ACTUALS
<b>Carried forward from 2024-25</b>	<b>£ 4,658</b>	
HVPC Grants	£ 25,000	£ 13,500
[REDACTED]	£ 2,482	£ 2,068
[REDACTED]	£ 3,971	£ 3,309
[REDACTED]	£ 1,985	£ 1,639
[REDACTED]	£ 1,665	£ 720
HY equipment reimbursement		
HY Snacks reimbursement		
Café 100 project reimbursement		
Café 100 snack reimbursement		
Café 100 Sundry reimbursement		
<b>Total Income</b>	<b>£ 39,761</b>	<b>£ 21,236</b>
<b>Expenditure</b>		
[REDACTED]		£ 14,569
[REDACTED]		
[REDACTED]		£ 2,699
[REDACTED]		£ 1,577
[REDACTED]		
Pension fees	£ 106	£ 79
Payroll fees	£ 89	£ 47
<b>Staff Total</b>	<b>£ 24,498</b>	<b>£ 18,971</b>
Staff motor & travel expenses	£ 100	£ 12
IT Support	£ 350	£ 233
IT Equipment		£ 160
Mobile phones	£ 90	£ 22
Printing, postage & stationary		£ 104
Marketing	£ 200	£ 170
Staff Training		
Volunteer expenses		
Website/App development/Juice	£ 1,000	
Outcome Star		
[REDACTED]		£ 1,170
Sports coach		£ 135
Credit card fees		£ 6
Project delivery		£ 194
Project Equipment	£ 200	£ 8
Project materials		£ 38
Project Evaluation		£ 420
Project snacks & refreshments		£ 146
Sundry expenses	£ 25	£ -
Contribution to Enabling Youth Phoenix Sessions	£ 4,000	£ 2,400
KYA management fee	£ 2,500	
<b>Total Expenditure</b>	<b>£ 32,963</b>	<b>£ 24,189</b>

Surplus	£	6,797	-£	2,953
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carrying forward to Q4			£	1,705
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