

Holme Valley Parish Council

DRAFT MINUTES OF THE FINANCE & MANAGEMENT COMMITTEE MEETING HELD ON MONDAY 2 JUNE 2025

Those present:

Chair: Cllr P Colling

Vice Chair: Cllr I Barnett

Councillors: Cllrs L Baylin, D Bellamy, M Blacka, H Davis, C Green, J Holmes, J Liles, A Morgan, H Osborn, J Rylah, T Stewart, S Whitelaw, A Wilson

Officer: Mr R McGill (RFO/Deputy Clerk)

Also present: Mrs Jen McIntosh (Clerk)

Welcome

The Chair welcomed Councillors and Officers to this first meeting of the Finance and Management Committee 2025/26.

Public Question Time

No members of the public were present, and no Councillor spoke in the open session.

2526 01 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014

The RFO/Deputy Clerk recorded the meeting for upload to the Parish Council's YouTube channel.

No-one else wished to record the meeting.

2526 02 To accept apologies for absence

NOTED: The Committee noted that Cllrs Brook, Kirkby and Rostron were absent.

Cllrs Brook, Kirkby and Rostron had tendered apologies.

RESOLVED: The Committee approved the reasons for their apologies.

2526 03 To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

None were declared.

2526 04 To consider written requests for new DPI dispensations

Some new DPI dispensations had been received by the Clerk but, due to her having been away, would be deferred to the next meeting of full Council.

Signed: _____

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2526 05 To consider whether items on the agenda should be discussed in private session

RESOLVED: Members resolved at this time that no item should be heard in private session.

2526 06 To confirm the Minutes of the previous Committee meeting

NOTED: Members noted the Minutes of the Finance and Management Committee Meeting held on 3 March 2025, numbered 2425 93 to 2425 111 inclusive, already approved by full Council.

2526 07 To elect a Vice-Chair to this Committee

Cllr Barnett was elected Vice-Chair of the Finance and Management Committee 2025-26.

2526 08 Grants

i. **NOTED:** Members noted the list of all grants awarded by the Finance Committee 2024-25, and the RFO/Deputy Clerk's report.

ii. **Finance and Management Grant budgets and grants earmarked reserves 2025/26**

NOTED: The Committee noted that the Finance and Management Committee had two grants budget lines under its control. These are:

- 4315 Community Assets Grants - £48,440
- 4405 Projects and Events Grants - £20,500

NOTED: In addition, the Committee noted that it had one grants earmarked reserve under shared control with Service Provision:

- EMR 345 Rolling Grants - £7,768
 - Honley Business Association £1,560 via 4315 (for term of this Council)
 - Friends of Cliff Rec £500 via 4405 (for term of this Council)
 - Holmfirth Arts Festival £1,500 via 4405 (final payment)
 - Holmfirth Festival of Folk £1,500 via 4405 (for term of this Council)
 - Holme Valley Patient Transport £1,000 via 4405 (for term of this Council)
 - Service Provision holds £1,708 in this earmarked reserve for rolling Christmas tree awards.

NOTED: Wooldale Community Association £1,000 had also been approved by this Committee as a rolling grant in the March 3rd meeting, but this money was not included in the rolling grants earmarked reserve; the money would come from the 4405 budget-line this year.

Members **noted** that, in essence, this meant that 4315 Community Assets Grants will have £50,000 to spend over the year (£48,440 from the budget and £1,560 from the EMR), and 4405 Projects and Events will have £25,000 to spend (£20,500 from the budget and £4,500 from the EMR).

Signed: _____

iii. Grant Evaluations

a. NOTED: Members noted that new grant evaluations for the year 2024/25 have been received since the last meeting from the following community organisations:

- Brockholes Bowling Club
- Honley Village Community Trust – Welcome Club

The RFO/Deputy Clerk reported he had updated the grants page on the website to include all evaluation reports received to date.

b. NOTED: Members noted that the RFO/Deputy Clerk had emailed out the grant evaluation forms to all the community groups who were awarded grants in the September 2024 grants cycle.

iv. Grants Working Group

Members considered the role of the Grants Working Group and whether it should continue its work.

RESOLVED: The Committee resolved that the Grants Working Group would continue its work, with tasks to include 1) developing a Grants Policy for the Parish Council, and 2) to look into ways of including the priorities of the Parish Council in, for example, the application form.

2526 09

Chair's Expenses

NOTED: The Committee noted that the Chair's Expenses budget for 2024-25 had been £1,000. Expenditure from the Chair's expenses to attend events on behalf of the Parish Council in 2024-25 was £59.17. The Chair also donated £500 to Full Life Church Food Bank in December 2024. Finally, the Chair asked for £435 remaining to be donated to River Holme Connections. This expenditure took place in May 2025 but was reconciled into the 2024/25 accounts, and £5.83 was left in the budget line at year end.

NOTED: The Committee further noted that the Chair's Expenses budget for 2025-26 is £1,000.

Signed: _____

2526 10

Holme Valley Parish Council Annual Governance and Accountability Return 2024/25 - draft

The RFO/Deputy Clerk reported on the updated Fixed Asset List at 31st March 2025.

RESOLVED: This updated Fixed Asset List was approved.

The Committee considered approving the draft AGAR 2024/25 and supporting documentation as presented below for the pending visit of the internal auditor, and to recommend it (pending any amendments from the internal auditor) to full Council:

- AGAR Annual Return 2024/25 Form 3
 - Section 1 Annual Governance Statement
 - Section 2 Accounting Statements
 - Section 3 Annual External Audit Report (currently blank)
 - Annual Internal Audit Report (currently blank)
- AGAR supporting documents to be sent to the external auditor
 - Making Provision for the Exercise of Public Rights – the notice would be posted Monday 23rd June and members of the public could inspect accounts Tuesday 24th June to Monday 4th August 2025
 - Confirmation of the dates of the period for the exercise of public rights
 - Bank Reconciliation with box 8
 - Reconciliation between box 7 and box 8
 - Explanation of variances
 - Contact details (redacted)
 - Declaration that the accounts are unaudited
 - Letter to Kirklees notifying of the precept

RESOLVED: The draft AGAR 2024/25 and supporting documentation as presented was approved ahead of the upcoming visit of the internal auditor and was to be recommended to full Council pending any amendments from her.

NOTED: Members noted that the internal auditor would be visiting mid-June to undertake the year-end audit and complete the Annual Internal Audit Report section of the AGAR.

2526 11

Schedule of Payments

NOTED: Members noted the following Schedules of Payments:

- February 2025 (Rialtas)
- March 2025 (Rialtas)
- April 2025 (Rialtas)
- May 2025 (draft)

APPROVED: Members approved the Schedule of Payments MTD for June 2025.

The Chair subsequently initialled the Schedule of Payments for them to be attached to the minutes of the meeting.

Signed: _____

NOTED: The Committee noted the following accounting summaries for financial year 2024-25 and the RFO's verbal report.

i. For February 2025:

- (1) Cash Books All Accounts Receipts and Payments (to end 28 February 2025)
- (2) Trial Balance (to end 28 February 2025)
- (3) Balance Sheet (to end 28 February 2025)
- (4) Income and Expenditure by Budget Heading (to end 28 February 2025)
- (5) Cash and Investment Reconciliation (to end 28 February 2025)
- (6) VAT Return – year-to-date for the quarter JAN-MAR 2025 not for submission.

ii. For March 2025:

- (1) Cash Books All Accounts Receipts and Payments (to end 31 March 2025)
- (2) Trial Balance (to end 31 March 2025)
- (3) Balance Sheet (to end 31 March 2025)
- (4) Income and Expenditure by Budget Heading (to end 31 March 2025)
- (5) Cash and Investment Reconciliation (to end 31 March 2025)
- (6) VAT Return – for the quarter JAN-MAR 2025 submitted 29th April 2025.

These records for March were noted as the final accounting records for 2024-25, with all transactions assigned to the correct financial year.

NOTED: The Committee noted the following accounting summaries for April, the first month of financial year 2025-26 and the verbal RFO's report.

iii. For April 2025:

- (1) Cash Books All Accounts Receipts and Payments (to end 30 April 2025)
- (2) Trial Balance (to end 30 April 2025)
- (3) Balance Sheet (to end 30 April 2025)
- (4) Cash and Investment Reconciliation (to end 30 April 2025)
- (5) VAT Return – year-to-date for the quarter APR-JUN 2025 not for submission.

Signed: _____

Holme Valley Parish Council

- iv. The Committee considered, as per the guidance in the JPAG Practitioners' Guide, that the Committee must approve the bank reconciliations cross-referenced with bank statements, and this must be minuted.

APPROVED: The Committee approved the follow bank reconciliations:

For February 2025:

- HSBC Current Account Bank Statement and HSBC Current Account Bank Reconciliation
- HSBC Business Money Manager Bank Statement and HSBC Business Money Manager Bank Reconciliation
- CCLA PSDF Bank Statement and CCLA PSDF Bank Reconciliation
- Unity Trust Current Account T2 Bank Statement and Unity Trust Current Account T2 Bank reconciliation
- Unity Trust Savings Account Bank Statement and Unity Trust Savings Account Bank reconciliation

For March 2025:

- HSBC Current Account Bank Statement and HSBC Current Account Bank Reconciliation
- HSBC Business Money Manager Bank Statement and HSBC Business Money Manager Bank Reconciliation
- CCLA PSDF Bank Statement and CCLA PSDF Bank Reconciliation
- Unity Trust Current Account T2 Bank Statement and Unity Trust Current Account T2 Bank reconciliation
- Unity Trust Savings Account Bank Statement and Unity Trust Savings Account Bank reconciliation

For April 2025:

- HSBC Current Account Bank Statement and HSBC Current Account Bank Reconciliation
- HSBC Business Money Manager Bank Statement and HSBC Business Money Manager Bank Reconciliation
- CCLA PSDF Bank Statement and CCLA PSDF Bank Reconciliation
- Unity Trust Current Account T2 Bank Statement and Unity Trust Current Account T2 Bank reconciliation
- Unity Trust Savings Account Bank Statement and Unity Trust Savings Account Bank reconciliation

The Chair and the Vice-Chair signed and dated all the bank reconciliations, checking against the bank statements.

Signed: _____

Holme Valley Parish Council

- iv. **NOTED:** Councillors noted the draft Income and Expenditure report for April 2025 from the accounting summaries, and the following notes from the RFO:

Income -

- On the income side, 1076 Precept the precept had not been received in the month of April. (The RFO/Deputy Clerk reported that £225,615.50 was subsequently received 1st May 2025.)
- 1200 Allotments had received £261.50 of the budgeted £324. Two cheques totalling £60 had been received but not yet deposited. The full budgeted income of £324 had not been received this year as one tenant gave up their tenancy and the new tenant took up an 11-month lease at £27.50 (against the budgeted £30).
- 1300 Garages had received £480 of the budgeted £840. One cheque for £120 had been received but not yet deposited. One tenant (£240) had not yet been able to pay, - see Tenancies below.
- Holmfirth Civic Hall Community Trust had paid the Parish Council in April in financial year 2025-26 for the reimbursement on insurance 2024-25, and this had been reconciled by the RFO into last year's accounts as 1095 Other Income hence why it did not show in the 2025/26 accounts.
- It was reported that EPIKS, the tenant of the Gartside building shop unit, is paying its rent and electricity costs in a timely fashion.

Expenditure side:

- The RFO reported that a new budget code 4660 Communications and Engagement had been created with the full Council cost centre 150. £15,000 had been vired from CACE 4650 Communications & Engagement to full Council 4660 Communications & Engagement, so those funds now sit with Council.
- Similarly, a new budget code 4840 Climate Action had been created with the Service Provision 400 cost centre. £5,000 had been vired from CACE 4805 Climate Action to Service Provision 4840 Climate Action, so those funds now sit with the Service Provision Standing Committee.
- 4000 Salaries and oncosts were noted to be on-budget at 8.5% after one month.
- The RFO reported that some transactions in brackets, like the (£435) against 4200 Chairman's Expenses were transactions that needed to be factored into the previous year's account. The £435 would be resolved to 0 once the money is paid out in May.
- 4735 Phone Boxes the bill of £708 had been paid, - £400 from the Phone Boxes earmarked reserve and £308 from the 4735 Phone Boxes budget line. That budget line essentially now had £82 remaining.

Signed: _____

v. Earmarked Reserves

The RFO/Deputy Clerk reported on earmarked reserves and the movements of reserves, starting with the earmarked reserves at close, 31st March 2025, then, the movements of reserves on April 1st 2025 and, finally, the movements of reserves throughout the rest of April.

NOTED: The Committee noted the RFO/Deputy Clerk's reports on these movements of reserves.

On 1st April the following movements of reserves had been undertaken in line with prior resolutions of the Council:

- EMR 325 Election Funds – This earmarked reserve had been increased from £7,000 to £14,000.
- EMR 331 Gartside Building – This earmarked reserve had been increased by £6,600 to £10,000.
- EMR 336 Royal Events – This earmarked reserve had been increased by £1,000 to £2,000, some of the underspend on the 4650 Communications and Engagement budget line 2024-25.
- EMR 341 Gartside Building Energy Projects – This earmarked reserve had been increased by £4,141 (that is, the underspend on the 4805 Climate Action budget line 2024-25) to £17,657.68.
- EMR 345 Rolling Grants – This earmarked reserve had been increased by £6,668 to £7,668 to cover the rolling grants set up by Finance and Management and Service Provision.
- EMR 346 Public Transport – This earmarked reserve had been reduced from £5,000 to £2,500.
- EMR 351 Holmfirth Toilets Refurb – This earmarked reserve had been reduced from £2,504 to 0.
- EMR 352 War Memorials – This earmarked reserve had been established with £2,500 of funding.
- EMR 353 Phone Boxes – This earmarked reserve had been established with £400 of funding, - the underspend on the 4735 Phone Boxes budget line 2024-25.
- EMR 354 Digital and Physical Assets – This earmarked reserve had been established with £1,000 of funding, - some of the underspend on the 4650 Communications and Engagement budget line 2024-25.

The RFO/Deputy Clerk reported that these movements of reserves had been accounted for in the accompanying Journal details.

NOTED: The Committee noted that at the end of 1st April 2025, the earmarked reserves were now as per document Q.

Signed: _____

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Councillors reviewed the year-to-date April 31st 2025 earmarked reserves report.

NOTED: Members noted that, after the changes above, there were few additional changes across the month.

- i. EMR 337 Covid Memorial was down £262 to £4,614.50 after expenditure on trees for the memorial gardens.
- ii. EMR 353 Phone Boxes – Since the £400 placed in this earmarked reserve on the 1st of April was spent 25th April 2025, this earmarked reserve was reduced to 0 and has disappeared from the Rialtas list.

Members considered any further actions with regard to the earmarked reserves.

RESOLVED: Members resolved that the Chairs of Standing Committees and Council should report regularly to Finance and Management on the earmarked reserves under their control, - outlining what the reserve is for, and project expenditure plans.

2526 13 List of Regular Payments

Members considered the list of regular payments for the new Council year 2025-26 updated by the RFO/Deputy Clerk.

RESOLVED: The new list of regular payments was approved.

2526 14 The Civic, Holmfirth

NOTED: The report from Holmfirth Civic Hall Community Trust was noted by the Committee.

The Committee considered what information from Holmfirth Civic Hall Community Trust should be included in future reports to the Council.

RESOLVED: That the RFO/Deputy Clerk should have regular reports from the Trust, - i. monthly income and expenditure against budgets monthly; ii. minutes of Trust meetings. The RFO/Deputy Clerk would report on these communications to this Committee.

The Committee considered any other arrangements to better manage the working relationship between the Parish Council and The Civic and Holmfirth Civic Hall Community Trust.

RESOLVED: The Committee voted to establish a working group for The Civic, for that group to consider the future of The Civic and pertaining to the relationship with and communication to the Trust. The Committee felt that The Civic Lease/VAT Working group could be repurposed into this role. The working group would set up a first meeting, - not at this stage to include Trust members, - to aim to clarify and crystallise the Parish Council's vision for The Civic. Cllr Bellamy and the Clerk would undertake this. Following that meeting, the Parish Council would then meet with the Trust to arrive at a shared vision. Cllr Bellamy and the Clerk would undertake this.

Signed: _____

2526 15

Honley Library

NOTED: Members noted the report from Honley Library.

The Committee considered what information from Friends of Honley Library should be included in future reports to the Council. The Chair hoped that the work of the working group pertaining to The Civic would also inform the Parish Council's relationship with Honley Library and The Friends.

The Committee heard that plans for the extension to the library were being somewhat scaled back and staggered. The Parish Council wanted to record its disappointment on behalf of the Friends of Honley Library that the extension would not be as originally planned, and to repeat our support for their adjustments.

RESOLVED: The Friends of Honley Library would be asked to provide more financial information in line with the original reports they used to send.

2526 16

Reclaiming VAT on "gifts" to grant recipients

The RFO/Deputy Clerk reported on the advice regarding VAT that the Parish Council had received from Parkinson Partnership. As part of their report, Parkinson Partnership pointed out that the Parish Council could potentially reclaim VAT paid on items (or services) as "gifts" to community groups as non-business activities.

44) The council can reclaim VAT on costs that it incurs for non-business purposes. Gifts are a non-business activity – so when a council purchases goods for another party, it can gift the goods and reclaim VAT. The same principle applies for services, but in practice this can be more difficult. This is more tax-efficient than making a cash grant. Rules are set out in VAT Notice 749 section 6. The council must place the order, receive the supply, receive a VAT invoice made out to the council and pay out of its own funds. This could help with the visioning project, so long as the council steps in to engage the suppliers.

This might mean, for example, that, instead of the Parish Council paying a community organisation a cash grant for them to buy, say, outdoor tables and chairs, the Parish Council could instead pay for the table and chairs directly, gift them, and then subsequently reclaim the VAT paid on the purchase. Members considered any further action on this.

RESOLVED: It was resolved that the Parish Council would trial a process in the next September grants cycle whereby the Parish Council would consider making gifts to community organisations in lieu of cash grants thereafter reclaiming the VAT on these purchases.

The Grants Working Group would develop a further plan on this matter.

Signed: _____

Allotments

- i. **NOTED:** Members noted the RFO/Deputy Clerk's report that all rental payments on the allotments had been received. Some had been rather late and needed prompting or had not paid into the correct Unity Trust account.
It was further noted that one of the tenants had given up their allotment plot and it had been taken on by the 1st person on the waiting list at a cost of £27.50 for 11/12 months of the year.
Members considered any further actions pertaining to the allotments.
RESOLVED: No further action.
- ii. **NOTED:** Members noted that, following the last meeting of this Committee, tenancies agreements had been amended as follows:

"The Tenant's Obligations

The Tenant agrees with the Landlord:

.....

5.15 to not use pesticides and herbicides including glyphosate on the site"

Garages

In respect of the garages, it was:

- iii. a. **NOTED:** The RFO/Deputy Clerk reported that most rental payments on the garages had been received though, again, some were rather late and needed prompting, and a cheque had been received for an incorrect amount.
- b. **NOTED:** One of the tenants had not yet paid the outstanding rent of £240. This was despite letters and multiple emails. However, following communication with Cllr Greaves, it had been established that the tenant was in hospital, having been lately in intensive care.
The Parish Council considered any further action on this debt.
RESOLVED: No further action at this time.
- c. **NOTED:** One tenant in the Dover Lane garages, had lately given up the lease, having moved out of the area. The rental had been taken on by the individual at the top of the waiting list. That tenant had subsequently asked if the Parish Council would be interested in selling the garage/land. The Committee considered this request.
RESOLVED: In the light of other ongoing commitments of this Committee, this item was deferred to a later date.

Gartside Building

- iv. **NOTED:** The RFO/Deputy Clerk reported that all rental payments on the Gartside building had been received and were being paid regularly via a standing order. Payments for the electricity used by the unit were also paid in a timely fashion. Members considered whether any further action were needed.
RESOLVED: No further action.

Signed: _____

2526 18 Interim Internal Audit 2024/25

NOTED: The Committee noted the interim internal audit report from Internal Audit Yorkshire undertaken after a visit 21st March 2025.

APPROVED: The Committee approved the RFO/Deputy Clerk's action plan for the interim internal audit p18 of 18.

2526 19 Internal Control Check

Arrangement had been made for Cllr Liles to undertake the final internal controls check for 2024-25 covering the JAN-MAR period. Cllr Liles reported no significant issues with the check.

NOTED: The Committee noted Cllr Liles' verbal report.

The Committee considered whether any further action was needed with regard to the internal controls check 2024-25.

RESOLVED: No further action.

The Committee considered arrangements for the internal controls checks of the financial year ahead 2025-26.

RESOLVED: Cllr Green would undertake the internal controls check for this Council year.

The Committee thanked Cllr Liles for undertaking the internal controls checks for the previous two years.

2526 20 Banking

Unity Trust

- ia. **NOTED:** Members noted that the Parish Council had now been using the Unity Trust T2 Current Account for around 6 months as its main account. This is set up so that payments from the account require triple authorisation: an Officer (normally the RFO) sets up a payment, then two mandated Councillors authorise the payment to trigger the release of the money. Councillors and Officers using the account reported that the system was effective and efficient, and did not cause excessive extra work for the Officer whilst minimising opportunities for fraud.
- ib. **NOTED:** Members noted that, following the meeting of Council, Councillors on the Unity Trust bank mandate would be as follows: Cllr Kirkby, Cllr Baylin, Cllr Colling, Cllr Morgan, Cllr Wilson.
The RFO/Deputy clerk indicated he would be making provision for these changes in due course.

Signed: _____

Holme Valley Parish Council

- ic. One of the motivations behind switching to Unity Trust Bank plc was the possibility of signing up for a charge-card. Council was keen that Officers were not out of pocket for the purchase of items and services that were typically only available online and could only be purchased with a charge-card or Paypal. In these cases, staff had been paying for items/services out of their own money and then subsequently being reimbursed.

The Unity Trust MultiPay card is underwritten by Lloyds Bank. It is essentially a credit card, but a direct debit facility must be in place for the card and any debt must be paid off as a matter of course each month.

The Committee considered signing Holme Valley Parish Council up for a Unity Trust Bank MultiPay Business account.

RESOLVED: Holme Valley Parish Council would be signed up for a Multipay Business Account.

The Committee considered who would be the Primary Programme Administrator on the programme.

RESOLVED: The RFO/Deputy Clerk would be the Primary Programme Administrator.

The Committee considered who would be the Secondary Programme Administrator on the programme.

RESOLVED: Cllr Colling, as Chair of the Finance and Management Committee, would be the Secondary Programme Administrator.

The Committee considered whether cash access would be required.

RESOLVED: Cash access would be set up for emergency use only.

The Committee considered whether Merchant Category Group blocking would be needed of purchases on the card.

RESOLVED: Merchant Category Group blocking would not be needed.

The Committee considered who will be the cardholders.

RESOLVED: The Clerk and the RFO/Deputy Clerk would be set up as cardholders.

The Committee considered the monthly limit for cardholders.

RESOLVED: The monthly limit would be £2,500.

The Committee considered the individual transaction limit for cardholders.

RESOLVED: The individual transaction limit would be £2,000.

The Committee considered the cash withdrawal limit of the cardholders.

RESOLVED: The cash withdrawal limit would be £200.

Cash withdrawals would be approved by the Secondary Programme Administrator or the Vice Chair in the Secondary Programme Administrator's absence.

HSBC

- id. **NOTED:** Members noted that, following resolutions last year, the intention of the Parish Council was to close the two HSBC accounts. This would, first, require the RFO/Deputy Clerk to be set up on the accounts as the primary user. This had proved rather more difficult than anticipated, but some progress has been made. The RFO/Deputy Clerk had attended the HSBC Huddersfield branch to confirm his identification. The change had been approved and the RFO/Deputy Clerk would, thenceforth, get on with closing the accounts.

Signed: _____

Holme Valley Parish Council

- ie. **NOTED:** Following the meeting of Council, it was noted that Councillors on the HSBC bank mandate would be the same as of 2024-25, that is: Cllr Colling, Cllr Dixon, Cllr Baylin, Cllr Blacka, Cllr Whitelaw, Cllr Wilson.

CCLA

- if. **NOTED:** Following the meeting of Council, it was noted that Councillors on the CCLA Public Sector Deposit Fund mandate would be: Cllr Kirkby and Cllr Colling.
The RFO/Deputy clerk would make provision for these changes in due course.

2526 21 Prioritising Climate Action activities 2025-27

Councillor Whitelaw reported on the prioritisation of climate action activities of the Parish Council hitherto managed by the CACE Committee. There were still some outstanding actions on climate priorities that needed taking forward. The Finance and Management Committee considered what would be an appropriate way forward for the Parish Council in terms of prioritising these works related to the climate emergency over the final two years of this Council. Any outcome would inform the Council Structures Review Group.

RESOLVED: Members of the Structures Review Group would carry forward this climate action strategy in partnership with the Service Provision Committee.

2526 22 Councillor Training

The Clerk reported on upcoming training. The Clerk reported that £1,148 was spent 2024/25 on Councillor training against a budget of £900. The overspend was incurred on whole Council training which was attended by 15 Councillors. Five Councillors had attended other training over the year. Twenty out of 23 Councillors this Council term had had some training. Members were encouraged to report any other training they have had or will have to the Clerk.

NOTED: The Committee noted the Clerk's report on Councillor training.

2526 23 Financial Records for the website

NOTED, the financial records for February, March and April 2025 have been added to the website. The records for May will be added in due course.

2526 24 Publicising the work of Holme Valley Parish Council

Members considered recent events or news that this Committee wished to publicise via the press, Parish Council website or social media.

RESOLVED: No further action at this time.

Close of Meeting 20:53hrs

Signed: _____