

Holme Valley Parish Council

DRAFT MINUTES OF A MEETING OF THE FULL COUNCIL

MONDAY, 22 JUNE 2026 at 7pm

THE CIVIC, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS

IN THE CHAIR: Cllr Mary Blacka (Vice Chair)

PRESENT:

Cllr Lawrence Baylin

Cllr Donna Bellamy

Cllr Mary Blacka

Cllr Rob Butler

Cllr Tom Dixon

Cllr Donald Firth

Cllr Chris Green

Cllr Jenny Holmes

Cllr Glenn Kirkby

Cllr Alison Morgan

Cllr Hugh Osborne

Cllr Martin Rostron

Cllr Sarah Whitelaw

Cllr Andy Wilson

APOLOGIES WITH APPROVED REASONS: Cllr Damian Brook, Cllr Pat Colling (dispensation in place), Cllr Harry Davis, Cllr Andrew Fenwick, Cllr Jo Liles, Cllr Steve Ransby, Cllr Jane Rylah, Cllr Tricia Stewart

ABSENT: Cllr Charles Greaves.

TAKING MINUTES: Jen McIntosh (Clerk and Proper Officer)

IN ATTENDANCE: Rich McGill (Deputy Clerk/RFO), Gemma Sharp (Assistant Clerk)

DRAFT MINUTES

2627 37 Public Question Time

Three members of the public representing Holmfirth Forward were present in the meeting and wished to speak to item 2627 49 Holmfirth Forward.

This item would be considered following item 2627 42 Declaration of Interests and Standing Orders would be suspended to allow the members of the public to speak and take questions.

PROCEDURAL MATTERS

2627 38 Recording of public meeting

There were no requests to record the meeting beyond being recorded by the Officer for public broadcast via the HOLME VALLEY PARISH COUNCIL YouTube channel.

2627 39 Items to be heard in private session

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No items were to be heard in private session.

2627 40 Apologies and reasons for absence

Apologies and reasons were circulated prior to the meeting starting. Cllr Wilson had been unable to access these on his HVPC email account on his mobile.

APPROVED: apologies and reasons for absence from Cllr Ransby, Cllr Rylah, Cllr Stewart, Cllr Brook, Cllr Fenwick, Cllr Davis, Cllr Liles.

Cllr Colling held a current approved dispensation from all Council duties.

2627 41 Receipt of written Declaration of Pecuniary and Other Interests

Unredacted written declarations of pecuniary and other interests, revised for the council year 2026-27, had been sent out under separate cover for councillors' information and councillors were requested to delete the DPIs once read.

NOTED: receipt of written declarations of pecuniary and other interests from Cllrs Bellamy, Blacka, Davis, Dixon, Green, Holmes, Kirkby, Osborne, Rylah and Stewart.

An **ACTION** for the Clerk was to redact signatures, addresses and other sensitive information, share copies with the Monitoring Officer and make arrangements for these to be posted on the HVPC website.

2627 42 Declaration of interests in agenda items and written dispensations

Councillors were reminded of the following:

1. If a member has listed in written declaration as a pecuniary or other interest an organisation or body etc which features in the agenda then this should be declared by the member.
2. If a member has a pecuniary or other interest not listed in written declaration in an organisation or body etc which features in the agenda then this should be declared.
3. The onus is on individual members to make declarations appropriately.
4. Failure to declare may constitute a breach of the Code of Conduct and may be reported by members of the public or other councillors to the Monitoring Officer.

RECEIVED: declarations of interests of councillors in agenda items as follows: Cllr Baylin item 2627 49 Holmfirth Forward, Cllr Wilson – item 2627 57 Civic (dispensation in place), Cllr Holmes item 2627 58 Civic Vision Working Group.

NOTED: all councillors present had an interest in item 2627 50 Holme Valley Land Charity as the Council is the Corporate Trustee.

RECEIVED: declarations of interests of officers in agenda items as follows: Assistant Clerk, item 2627 51 Planning Committee proposals as clerk to the Planning Committee

There were no requests for a written dispensation.

2627 49 Holmfirth Forward

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This item was brought forward for consideration and Standing Orders suspended to allow the three members of the public present representing Holmfirth Forward to speak and answer questions.

FULL COUNCIL had **RESOLVED** on 23 June 2025 to furnish an invitation to Holmfirth forward to address a meeting of the Council.

A handout explaining what Holmfirth Forward does had been distributed beforehand, the text of which was as follows:

WHAT DOES HOLMFIRTH FORWARD DO?

Holmfirth Forward brings together those who have legitimate interests in the future of Holmfirth and are prepared to work together to promote the town as a place to spend time and money, be with others and have fun by:

- o Promoting its attractions and heritage values, facilities, uniqueness and independence and its businesses, festivals and events
- o Initiating new events, activities and campaigns aimed at attracting people into the town centre
- o Providing co-ordination and links to groups, businesses and organisations active in the town
- o Encouraging new businesses to the town
- o Working with and drawing together other groups, bodies, agencies and individuals with similar aims

Activities

Runs the community market. Since 2023, Holmfirth Forward has successfully operated and grown the Community Market and is working closely with Kirklees Council to ensure the move to its new location is smooth. Our aim is to grow the market by increasing the range of produce on offer so it becomes a major draw to the town centre.

Make it Your Holmfirth. Holmfirth Forward supports the MIYH team which promoted Holmfirth in the run up to Christmas and is working on a major campaign, with the support of Kirklees, to attract people back into town at the end of the road works. This has comprised modern social media content in addition to the physical promotional material associated with the new Make it Your Holmfirth brand. Holmfirth Forward has produced four versions of the town centre map. Work is underway to update it in readiness for the 'Back to Holmfirth' Campaign. The digital version, which provides far more information about the town centre and its businesses and services, is currently in development.

Project Initiation. Holmfirth Forward has applied for grants on behalf of new projects, including, the Mural, Heritage Week and Holmfirth Pride, and provides administrative support such as the creation of policies and legal and accounting systems required by grant providers, such as the Parish Council. Holmfirth Forward is registered with the Kirklees Council's GAP scheme. Holmfirth Forward, on behalf of a consortium of groups, has submitted an expression of interest in becoming the Town of Culture 2028. Early discussions are underway about how we can benefit from the Tour de France Femmes which is coming close to the town in 2027.

Membership

Holmfirth Forward brings together groups and events, including the Conservation Group, Civic Society, local church, Tourism Partnership, festivals including the Festival of Folk, Food and Drink Festival, Arts Festive and Heritage Week, as well as residents, businesses, members of the District and Parish Council, employers and property owners.

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Networking

Holmfirth Forward is contributing to the work of the Parish Council's Local Plan Reference Group which is providing early responses to the Council with the hope of influencing the Local Plan's contents at an early stage. Holmfirth Forward is a member of the National Association of British Market Authorities. This provides legal and practical support and access to a large network of market operators, including local authorities, commercial operators and community led markets. Holmfirth Forward is a member of Civic Voice which brings together civic associations across the country. Its main interest is the use of heritage to promote places' economic activity and influence planning. As part of the Institute of Place Management, Holmfirth Forward is involved in a network of leading academics and practitioners in place management and place leadership. This gives access to a considerable wealth of knowledge and involvement in research projects and case studies. This involvement maintains Holmfirth's profile nationally as a successful High Street which is constantly evolving and adapting. Holmfirth is an internationally known place. Its reputation and its large number of independents have been the main reasons for Holmfirth not suffered the same fate as many towns. But we know there is a lot of potential for further improvement and we are keen to realise it.

There was dialogue on how the Parish Council could work with Holmfirth Forward, especially with respect to supporting local businesses. The work of the Reference Group with respect to the Local Plan had revealed the rich and complex range of business interests in the Holme Valley. There was clear overlap of interests in some cases and whilst the Parish Council and Holmfirth Forward might not always agree on actions the group asked that the Parish Council respect its work and thanked the Council for support given to date.

There were no actions considered arising from the item.

TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETINGS

2627 43 Minutes of Full Council meetings

APPROVED: the Minutes of the ANNUAL COUNCIL Meeting held on 18 May 2026 numbered 2627 01 to 2627 36 as presented and including an amendment to minute 2627 23 that the Safeguarding Working Group is to continue with membership of Cllrs Blacka, Baylin, Green and Stewart.

An **ACTION** for councillors was to inform the Clerk if anyone wished to join this working group subsequent to the meeting.

The Clerk reported on ongoing matters arising from the minutes not appearing under other agenda items as follows:

Minute 2627 11 HVPC Policies

- i. An **ACTION** for the Clerk was to effect the establishment of the Policies and Procedures Working Group which would start with a review of vexatious and unreasonable complaints procedures by placing on the agenda of the FINANCE AND MANAGEMENT COMMITTEE meeting on 10 August 2026.
- ii. An **ACTION** for the Clerk was to organise the uploading of updated policies to the website by the end of July 2026;
- iii. An **ACTION** for the Clerk was to complete notifying outside bodies of HVPC representatives for 2026–27.

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Minute 2627 14 Minutes of Council Meeting on 23 March 2026

- iv. An **ACTION** for the Clerk was to arrange the first meeting of the IT Working Group;
- v. An **ACTION** for the Clerk and the Chair of the Covid Memorial Working Group was to continue work to secure permission for the installation of the Covid Memorial plinth.

Minute 2627 23 Working Groups:

- vi. An **ACTION** for the Clerk was to facilitate the first meeting of the Code of Conduct Working Group;
- vii. An **ACTION** for the Clerk was to clarify the destination of any surplus funds from the Covid Memorial Garden project.

There were no further actions arising from the minutes of the ANNUAL COUNCIL MEETING, held on 18 May 2026.

THE COMMITTEE MINUTES UNDER DELEGATED POWERS

2627 44 Minutes of Standing Committee meetings

APPROVED: the Minutes of the FINANCE AND MANAGEMENT COMMITTEE Meeting held on 1 June 2026 numbered 2627 01 to 2627 22 as presented with the closing time to be amended to 8.30pm.

STANDING ITEM FOR NEAR THE START OF THE MEETING

2627 45 Climate Emergency

Council was reminded that items on this agenda should be viewed where appropriate through the lens of the Climate Emergency the Council has declared.

There were no actions resolved upon concerning this matter.

FINANCIAL MATTERS

2627 46 Council Budget 2026-27 Year-To-Date including Earmarked Reserves

The Year-to-date Council Income and Expenditure by Budget Heading May 2026 and Earmarked Reserves were **NOTED**.

The Deputy Clerk/Responsible Financial Officer reported that the level of General Reserves should be at 25% but was down to 14%. This was a consequence of the creation of a number of Earmarked Reserves at the end of March 2026.

No actions were considered in connection with the budget 2026-27.

2627 47 Schedule of Payments

The Clerk brought to the attention of FULL COUNCIL that a payment to Ramsdens for work completed on the drawing up of a new lease for Holmfirth Civic Hall Community Trust was included in the Schedule. Further to the later item 2627 Civic Lease and Side Letter, the Clerk wished to report that

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this expenditure had been **NOTED** rather than **APPROVED** in the FULL COUNCIL meeting of 23 March 2025, minute 2425 186.

NOTED: Schedule of Payments for May 2026.

APPROVED: Schedule of Payments for month-to-date June 2026.

MATTERS RESERVED FOR FULL COUNCIL

2627 48 Annual Governance and Accountability Return (AGAR) 2025-26

Deputy Clerk/Responsible Financial Officer reported.

NOTED: The Internal Audit Report 2025-26.

APPROVED: The Holme Valley Parish Council Year-End 2025-26 Action Plan.

The following AGAR 2025-26 and its supporting documents had been **APPROVED** by the FINANCE AND MANAGEMENT STANDING COMMITTEE on 1st June 2026 and was recommended to FULL COUNCIL, pending any amendments required following the visit of the internal auditor on 11th June.

The Deputy Clerk/RFO reported that Assertion 10 was failed and a standalone policy on Data Protection was needed and an audit of information kept in response to this.

APPROVED:

- A. The revised Fixed Asset List v2.
- B. HVPC AGAR Form 3 2025-26 Section 1 – Annual Governance Statement– *subsequently signed by the Chair and Clerk.*
- C. HVPC AGAR Form 3 2025-26 Section 2 – Accounting Statements – *signed by the RFO – and subsequently signed by the Chair.*
- D. HVPC AGAR Form 3 2025-26 Annual Internal Audit Report.
- E. HVPC AGAR Form 3 2025-26 Section 3 – External Auditor’s Report and Certificate 2025/26 – blank at point of approving.
- F. HVPC AGAR 2025-26 Explanation of the reason for a NO on Section 1.
- G. HVPC AGAR 2025-26 Confirmation of the dates of the period for the exercise of public rights.
- H. HVPC AGAR 2025-26 Bank Reconciliation with Box 8.
- I. HVPC AGAR 2025-26 Explanation of Variances v.2.
- J. HVPC AGAR 2025-26 Reconciliation between Box 7 and Box 8 v.2.
- K. HVPC AGAR 2025-26 Contact details.
- L. Minutes of the meeting where the current internal auditor was first appointed.
- M. HVPC AGAR 2024-25 External Auditor Report 2024-25.
- N. HVPC AGAR 2024-25 External Auditor Report 2024-25 minuted.
- O. HVPC AGAR 2025-26 Making provision for the exercise of Public Rights.
- P. HVPC AGAR 2025-26 RFO Declaration Notice the Accounting Statements are unaudited – signed.
- Q. HVPC AGAR 2025-26 Letter to Kirklees notifying precept etc 07-02-2025.

The complete, approved and certified Annual Governance and Accountability Return 2025/26 Form 3 with all supporting documentation was to be forwarded to the external auditor PKF Littlejohn.

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The Deputy Clerk/RFO was thanked for the painstaking work represented by the body of documents considered.

2627 50 Holme Valley Land Charity

The Clerk reported that, further to the appointment of authorised signatories at the Annual Council Meeting of 18 May 2026, Holme Valley Land Charity had requested that Holme Valley Parish Council as corporate trustee **APPROVE** the following statement and that a separate paper setting out the resolution below be signed by the two authorised signatories:

HOLME VALLEY LAND CHARITY
(CHARITY REGISTRATION NUMBER: 700350)

RESOLUTION of HOLME VALLEY PARISH COUNCIL as the sole trustee of Holme Valley Land Charity (charity registration number 700350), a non-exempt charity (the "Charity").

WHEREAS:

- (A) Holme Valley Parish Council is the sole trustee of the Charity.
- (B) The Charity has agreed to transfer the land to the rear of 50–52 Cliff Road, Holmfirth, West Yorkshire, HD9 1UY as shown edged red on the plan to the transfer and being part of the land comprised in title number WYK816361 (the "Property"), to Simon Roderick Wells and Rosemary Jane Hall of 52 Cliff Road, Holmfirth, West Yorkshire, HD9 1UY in consideration of the sum of £1,500.00 (the "Transfer").
- (C) The proposed transfer of the Property does not fall within paragraph (a), (aa), (c) or (d) of section 117(3) of the Charities Act 2011, but there is power under the trusts of the Charity to effect the disposition and sections 117 to 121 of the Charities Act 2011 have been complied with.

We are the present sole trustee of the Charity. In exercise of the power conferred by section 333 of the Charities Act 2011 we resolve that:

1. Thomas Dixon and Andrew Wilson, as two members and authorised signatories of Holme Valley Parish Council, be authorised to execute the Transfer on behalf of Holme Valley Parish Council as sole trustee of the Charity; and
2. the members referred to in paragraph 1 are authorised to do all such further acts and things, execute all such further documents and take all such steps as may be necessary or desirable to give effect to this resolution and to complete the Transfer

Signed for and on behalf of Holme Valley Parish Council:

Authorised Signatory 1

Name: _____
Position: _____
Signature: _____
Date: _____

Authorised Signatory 2

Name: _____
Position: _____
Signature: _____
Date: _____

APPROVED: the above text, consequently signed as a separate document and forwarded to the Secretary and Project Manager of Holme Valley Land Charity for actioning.

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A number of queries were raised regarding valuations obtained for the land transfer in question. Council was reminded that these were matters for the Land Charity, to be dealt with in Land Charity meetings.

2627 51 Committee Structures Working Group – Planning Committee Proposals

The Assistant Clerk had declared an interest in this item and left the room whilst it was considered.

NOTED: FULL COUNCIL received the report of the Committee Structures Working Group on the future of the PLANNING COMMITTEE.

A **RECORDED VOTE** was requested for Proposal 1 and Proposal 2.

Proposal 1. That FULL COUNCIL resolves to retain the existing PLANNING COMMITTEE structure and operating arrangements, with no changes at this time (Option A). **REJECTED**

FOR: Cllrs Wilson, Bellamy and Butler.

AGAINST: Cllrs Blacka, Whitelaw, Rostron, Osborne, Morgan, Kirkby, Holmes Green, Firth, Dixon and Baylin.

There were no declared abstentions.

As Proposal 2 was introduced Cllr Wilson left the meeting.

Proposal 2. That FULL COUNCIL resolves to discontinue the PLANNING COMMITTEE and adopt the new arrangements for handling planning matters as set out in the Committee Structures Working Group report (Option B). **CARRIED**

FOR: Cllrs Blacka, Whitelaw, Rostron, Osborne, Morgan, Kirkby, Holmes Green, Firth, Dixon and Baylin.

AGAINST: Cllrs Bellamy and Butler.

There were no declared abstentions.

RESOLVED: 3. That FULL COUNCIL establish a Planning Steering Group to start work immediately as a permanent working group of FULL COUNCIL, to meet as required, with meetings open to the public, and to report directly to FULL COUNCIL.

RESOLVED: 4. That the Steering Group reviews and refines the draft Terms of Reference based on the scope and functions set out in the Committee Structures Working Group report, and that the Clerk is authorised to finalise the document in consultation with the Chair of Council within the Scheme of Delegation for consideration by FULL COUNCIL.

The Working Group proposes that all planning applications should be circulated to all councillors, and that any councillor may request that an application be considered by the Steering Group.

RESOLVED: 5. That FULL COUNCIL approves that all planning applications received from Kirklees Council will be circulated by the Clerk Team to all parish councillors, and that any councillor may request that an application be considered by the Planning Steering Group.

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A sixth proposal regarding the Appointment of a Chair of the Planning Steering Group for the remainder of the municipal year was **DEFERRED** to the first meeting of the Planning Steering Group.

NOTED: that consultation was needed with the Assistant Clerk regarding any changes decisions made might have on their role.

An **ACTION** for the Clerk was to discuss this change with the Assistant Clerk.

RESOLVED: 7. That FULL COUNCIL formally disbands the PLANNING COMMITTEE with immediate effect, and that all references to the Planning Committee in Council documents be updated accordingly.

RESOLVED: 8. That FULL COUNCIL instructs the Clerk to update Standing Orders, the Scheme of Delegation, the Committee Structure chart, and all associated governance documents to reflect the establishment of the Planning Steering Group and the discontinuation of the PLANNING COMMITTEE.

An **ACTION** for the Clerk was to revise Standing Orders and the Scheme of Delegation, the Committee Structure chart and all associated governance documents to reflect the disbanding of the PLANNING COMMITTEE and the formation of the Planning Steering Group.

RESOLVED: 9. That FULL COUNCIL confirms that the *Local Plan Reference Group* and any future Neighbourhood Development Plan working group will report directly to FULL COUNCIL.

The following additional motions were considered:

RESOLVED: that FULL COUNCIL reviews the effectiveness of the new planning arrangements after 12 months.

RESOLVED: that the Planning Steering Group be authorised to organise pre-application community events or consultations on large or contentious developments, as resources permit.

RESOLVED: that Cllrs Dixon, Whitelaw, Blacka and Green be appointed members of the Planning Steering Group.

An **ACTION** for the Assistant Clerk was to establish a date for the first meeting. Councillors not present at this meeting were to be invited to be members of the Planning Steering Group.

2627 52 Referrals to the Monitoring Officer

NOTED: There were two open referrals currently under consideration by the Kirklees Monitoring Officer. One was under investigation and the other was progressing to a meeting of an assessment panel and decision-makers where a finding would be made.

2627 53 Declarations of Pecuniary and Other Interests - update

The Clerk reported that in accordance with previous resolution, councillors were expected to renew their DPI at the start of each new council year.

Regarding the current status of DPIs, 18 were dated in the current year, with the 5 remaining being dated/received from before 31 December 2025. A confidential overview was shared with councillors.

According to the most recent DPIs the political make-up of the Parish Council was as follows:

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- 10 - Independent (ie no membership of a political party declared in DPI)
- 8 – Labour
- 3 – Conservative
- 1- Green
- 1 Reform UK

In an email of 9 June 2026 the Clerk drew everyone's attention to Appendix C: Table 2: Other Registrable Interests from the Code of Conduct:

You must register as an Other Registrable Interest:

- a) any unpaid directorships;*
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority;*
- c) any body*
 - (i) exercising functions of a public nature*
 - (ii) directed to charitable purposes*
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.*

Registering any membership of a political party was expected as part of the DPI process.

It remains each councillor's individual responsibility to ensure that their DPI reflects accurately their current interests, both pecuniary and other.

Original unredacted paper copies of all DPIs continue to be kept on file in the HVPC office and remain open to public viewing by appointment.

The Clerk reminded members that maintaining an up-to-date DPI was an individual statutory obligation and that she would appreciate prompt completion from those whose updated forms remained outstanding.

An **ACTION** for the Clerk was to arrange for the updating of the HVPC website to include revised Declarations of Pecuniary and Other Interests.

2627 54 Annual Signing for Receipt of and agreement to adhere to the Code of Conduct - update

The Annual Register for receipt of, understanding of and consent to adhere to the HVPC Code of Conduct had been released to councillors only, as containing signatures (personal data) of councillors. The original is kept pinned on the noticeboard in the HVPC Office in the Civic.

As of 16 June 2026 this remained unsigned by 4 out of 23 councillors. One of those councillors had a current dispensation to be absent from Council business. One other has not been physically present at the HVPC office to sign either at the Annual Council Meeting of 18 May 2026 or any other occasion since.

The Code of Conduct was last distributed amongst papers for the Annual Council Meeting of 18 May 2026 and has been included in papers for this meeting. The substance/wording of the Code of Conduct has not altered since councillors signed their Acceptance of Office in May 2023.

The Clerk wished to remind those who had not yet signed that this remained an individual responsibility. The original register would be available in the office for signing.

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2627 55 Governance Matters

At ANNUAL COUNCIL on Monday 18 May 2026 the Clerk had reported on a number of ongoing governance matters. These included:

- i. a complaint made to the Council in September 2025 and the response to it - CONCLUDED
- ii. a Subject Access Request received February 2026 - CONCLUDED
- iii. a Freedom of Information request received February 2026 – CONCLUDED
- iv. a breach reported to the Information Commissioner's Office - CONCLUDED
- v. an ongoing formal complaint made with regards a councillor - ONGOING
- vi. an ongoing formal complaint from HVPC made with regards a councillor regarding an information breach – ONGOING
- vii. a personal data breach reported to Kirklees Data Protection Officer – Stage 2 ONGOING

These governance issues were inter-related and would be reported on in more detail once the Monitoring Officer and Data Protection Officer had indicated that outstanding complaints had been concluded.

External governance support has been accessed in dealing with processes i-iv above from Hoey Ainscough Associates Ltd.

One invoice from Hoey Ainscough Associates Ltd dated September 2025 was paid from Chair's Expenses and had been noted previously. A further invoice had been received and upon request a schedule of works provided in confidence to councillors only.

For information only, Councillors were informed that a Grievance had been lodged in January 2026. No further information could be given with regards to this. The matter would be dealt with in line with the process once the Monitoring Officer had concluded their work on the outstanding complaints. External, qualified Human Resource support would be sought for dealing with the grievance.

NOTED: invoice received from Hoey Ainscough Associates Ltd for governance support.

RESOLVED: To approve expenditure of up to £2,000 from General Reserves for external Human Resource support.

A councillor who had been a member of the Staffing Committee in 2025-26 observed that a lot of money had had to be spent on these issues to date and questioned the tangible benefit to local Council Taxpayers resulting from this. In their view, the expenditure had been avoidable.

An **ACTION** for the Clerk was to liaise with Chair and Vice Chair in seeking quotes for and securing appropriate Human Resource support when required.

2627 56 Digital Information Screens

Communication had been received from Holmfirth Civic Hall Community Trust (HCHCT).

HCHCT were about to undertake a decorating project in the foyer area. On completion of these works HCHCT wished to install two display screens on the main wall, one showing future events, concerts,

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bands, along with clubs and classes taking place. The other is to show what is on for the day in question and in which rooms, along with promotion of agreed community events, HVPC notices etc.

The Trust reported that the cost of two televisions would be less than £400, with a similar amount required for installation, including electrical supply, plus software.

RESOLVED: approval of expenditure of up to £1,000 from General Reserves for the purchase and installation of two digital screens in the foyer at the Civic, including the purchase of suitable software, conditional upon the content on the screens being shared between HVPC and the Civic and consideration being given to securing the lowest energy-emitting screens available for the funds secured.

Cllr Whitelaw wished Council to consider an 'in principle' motion regarding conducting further research on the cost and implications for siting an external digital information screen in Holmfirth.

The SERVICE PROVISION COMMITTEE at a meeting on 8 June 2026 was asked to consider in principle the siting of such a screen on the gable end wall of the Gartside Unit. This motion was withdrawn with an intention of bringing the matter to FULL COUNCIL.

RESOLVED: agreement in principle to the Communications and Engagement Working Group researching the purchase, siting, installation, management and ongoing use of an exterior digital screen in the Parish Council area. Any final decision to purchase to be brought back to FULL COUNCIL.

2627 57 Civic Lease and Side Letter - Completion

The signing of both parts of the lease with Holmfirth Civic Hall Community Trust and of the Side Letter had been completed.

The agenda pack included the Ramsdens invoice and the original quotation for the work from March 2025, plus an email thread showing the difference between the work expended by Ramsdens and the final charge received. This expenditure was originally noted in the FULL COUNCIL meeting of 23 March 2025, Minute 2425 186.

The Clerk asked to be **NOTED** the considerable work undertaken by the Civic Lease Working Group in steering this work to completion. This had been a group effort; Cllr Bellamy, Chair of the Working Group was congratulated and the Clerk thanked for their support.

An **ACTION** for the Clerk was to convey thanks on behalf of the Parish Council to Ramsdens for their work and support regarding this project.

NOTED: payment of Ramsdens invoice for work with regards to the completion of a new lease with Holmfirth Civic Hall Community Trust.

2627 58 Civic Vision Working Group - update

The Chair of the Vision Working Group gave an update, encouraging as many councillors as possible to come to the public consultation launch event on Thursday 25 June. The online and paper surveys would be available to complete after this regarding the future development of the Civic. This would be a focus of outreach at Honley Show.

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Thanks were **NOTED** regarding the work of the HCHCT Business Development Manager and the Assistant Clerk for the significant contributions made to publicising and making a success of the launch of the consultation process.

2627 59 Holmfirth Town Centre Works – Standing Item

The Clerk reported on outcomes of an earlier resolution from ANNUAL COUNCIL on 18 May 2026 to write to the contractors to raise queries regarding the handling of waste and asking for a likely completion date. The Clerk had sent a letter via email on 19 May raising the queries asking for a response ahead of this meeting. A reply was received from the Project Manager acting for CR Reynolds Ltd on 22 June 2026 via email. This was read out. The response signposted the Council to seek clarification about a completion date from ward councillors who, it was stated, were briefed on a regular basis by the Kirklees Project Team.

Cllr Butler was in attendance and was also a Kirklees Ward Councillor. He stated that businesses were continuing to be adversely affected with a further business signalling it was to close imminently and that a significant number of jobs had been lost. Cllr Butler asked for representations to be made to Kirklees Council about the negative impact of the works on Holmfirth centre. FULL COUNCIL was reminded that formal representations had been made to Kirklees on behalf of the Council earlier in the year.

Engagement meetings were continuing to be held on Tuesdays at Holmfirth Library. It was remarked that whilst the works were not the only factor affecting businesses the overall paucity of communication from Kirklees had had a negative impact.

At 9pm it was **RESOLVED** to suspend Standing Orders so that the business of the meeting could be concluded.

RESOLVED: The Parish Council to write to Kirklees Council expressing concern at the time taken to complete the works, the hardship caused and to request that consideration be given to arranging rate relief for businesses.

An **ACTION** for the Clerk was to contact all Holme Valley South Ward Councillors to ascertain if the Kirklees Project Team had communicated a completion date for the works and a further **ACTION** for the Clerk was to write to the Chief Executive at Kirklees to express the Parish Council's ongoing concerns as per the resolution.

Cllr Bellamy left the meeting at the conclusion of the item.

REFERRALS FROM STANDING COMMITTEES AND WORKING GROUPS

2627 60 From the SERVICE PROVISION COMMITTEE – Holmfirth Toilets Refurb EMR

Cllr Butler left the meeting at the commencement of this item.

It was reported that at a meeting on 23 February 2026 the SERVICE PROVISION COMMITTEE **RESOLVED** to approve expenditure of up to £5,000 from EMR Holmfirth Toilets Refurb to seek advice on possible sources of funding for the Holmfirth Toilets Refurb project. Further to this, at a meeting on 8 June 2026 the SERVICE PROVISION COMMITTEE heard that this line of action had been stood

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down and that the monies could be returned to General Reserves.

APPROVED: to return £5,000 from EMR Holmfirth Toilets Refurb to General Reserves, as recommended by the SERVICE PROVISION COMMITTEE.

2627 61 Referrals from the Communications and Engagement Working Group

The Assistant Clerk and Chair of the Working Group reported as follows.

Notes and Actions from the most recent C&E meeting and the updated C&E Working Group action plan had been shared via the agenda pack prior to the meeting. A last reminder to volunteer to represent the Council on the stall at Honley Show was issued. The Working Group had agreed to hosting some recipes for HVCAP on the HVPC website.

APPROVED: Recommendation from the Working Group to rename the Communications and Engagement “Working Group” to “Steering Group” to better reflect the long-term purpose and oversight role of the group.

APPROVED: expenditure of up to £3609.88 from the Community Engagement EMR for community engagement projects.

NOTED: The Steering Group was working with the Assistant Clerk to standardise documents on the HVPC website with regards to typeface, font size etc to enhance accessibility.

CORRESPONDENCE

2627 62 Reports from Kirklees Ward Councillors

An action for the Clerk from the CLIMATE ACTION, COMMUNICATIONS AND ENGAGEMENT COMMITTEE meeting of 23 October 2023 was to add a standing item on FULL COUNCIL agendas for Kirklees Councillors who are also Parish Councillors to report back on relevant activity and news from Kirklees.

Disappointment was expressed that there were no reports received on this occasion. However, the Clerk apologised that she had not specifically contacted ward councillors to request reports ahead of the meeting.

Concern was expressed regarding the leadership stasis at Kirklees Council.

An **ACTION** for the Clerk was to contact Kirklees Ward Councillors and furnish them with deadlines for providing information to future FULL COUNCIL meetings.

MISCELLANEOUS ITEMS

2627 63 Items for Publicity

Holme Valley Parish Council

Potential items for publicity arising from the meeting included: the Civic consultation survey – councillors were encouraged to share this to their own groups via social media; Honley Show; and the decisions regarding the Planning Committee.

Final tourism videos were expected to go live on Thursday 25 June.

Councillors were asked to take and distribute flyers regarding the Civic consultation.

The meeting closed at 9.11pm.