

PLANNING STEERING GROUP held via Zoom on **MONDAY 29 June 2026** at **7.00pm**.

Attendees: Cllr Mary Blacka, Cllr Chris Green, Cllr Tom Dixon

Officers: Gemma Sharp, Jen McIntosh

Apologies: Cllr Sarah Whitelaw, Cllr Steve Randby, Cllr Jane Rylah

2627 01 Open Session

No members of the public were present for the open session.

2627 02 Election of a Chair and Vice Chair of the Planning Steering group

Chair Elected: Cllr Sarah Whitelaw

Vice Chair Elected: Cllr Mary Blacka

2627 03 Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014 on 6 August 2014

The meeting was recorded for the HVPC website and YouTube channel.

2627 04 Planning Steering Group Terms of Reference

Discussion on terms of reference to establish the content, format, and frequency of the group meetings.

Actions:

GS to amend the draft terms of reference to include practicalities as discussed to be put to Full Council for approval in September.

GS to make amendments to the HVPC website to reflect the new structure.

2627 05 To accept apologies for absence

Apologies received from Cllrs Whitelaw, Ransby and Rylah.

2627 06 To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

None declared.

2627 07 To consider whether items on the agenda should be discussed in private session

No items in private session.

2627 08 To Note the Minutes of the Previous Meeting of the Planning Committee

Noted: Minutes of the Planning Committee meeting held on 27 April 2026 numbered 2627 1 – 2627 18 inclusive approved at Full Council on 18 May 2026.

Assistant Clerk gave updates on progress and matters arising from the former Planning Committee not otherwise covered in the agenda, including.

- Update on Holmfirth Towngate Layby consultation
- Acknowledgement received of planning enforcement case in Holmfirth Conservation area.
- Correspondence from Holmfirth Forward regarding Holmfirth Market (April 2026).
- Correspondence from Kirklees Markets regarding Holmfirth Market (May 2026).

Actions:

GS - to thank Holmfirth Forward for their correspondence

GS - to add the Holmfirth Forward correspondence to the next Full Council agenda so requests can be considered.

2627 09 Kirklees Planning Applications

- i. - **Noted:** List of Kirklees planning applications 3 March 2026 to 21 April 2026 updated with the views of the Committee.
- **Noted:** List of Kirklees planning applications 21 April 2026 28 May 2026 updated with the views of the Sub-Committee.
- ii. - Members considered new or amended applications received from Kirklees Council 28 May 2026 to 23 June 2026.

Action:

GS - to forward comments on applications to Kirklees.

GS – add item on the preferred wording of application comments to the next Planning Steering Group agenda.

2627 10 Peak District National Park Authority

- i. - No new or amended applications were received from the Peak District National Park Authority 3 March 2026 to 28 May 2026.
- ii. - No new or amended applications were received from the Peak District National Park Authority 28 May 2026 to 23 June 2026 for comment.

2627 11 Traffic Calming

Updates:

- Correspondence with Kirklees Highways regarding potential 20mph zones has been given a reference of: CSR794884
- correspondence from member of the public regarding speed limits on Dunford Road, has been referred to Kirklees Ward Cllrs.

Action:

GS – to be included for future meetings as a standing item but only focused on 20mph

zones

GS/JM – matters relating to the management of the Mobile SID to be deferred to the Service Provision Committee.

2627 12 Ongoing highways campaigns, including unmade roads, green lanes and byways of the Holme Valley

The ongoing campaigns are:

Ramsden Road/ Cheesegate Nab

No updates received.

Actions:

GS – item to be removed as a standing item for future meetings. Correspondence from members of the public to be referred to Kirklees Highways and ward councillors.

2627 13 Planning Policy, Guidance and Consultation

No major updates received in this period.

Actions:

GS – future consultations relating to planning to be circulated to all councillors.

SW/MB – the Chair and Vice Chair of the Planning Steering Group can ask for any consultation to be added to future agendas of the Planning Steering Group meetings

2627 14 Holmfirth Town Centre Updates

No major updates received in this period.

Actions:

GS – to remove as a standing item as this is now a standing item at Full Council.

2627 15 Section 106 Funding

Updates:

Correspondence sent to Kirklees Planning & Development and Holme Valley Ward councillors May 2026.

Actions:

GS – to leave as a standing item and add to ToR with regards to public engagement.

2627 16 Planning Standing Committee Expenditure Against Budget and EMRs 2026-27

Noted: the Planning Committee's budget line 4505 will now sit under Full Council. To date there is £1,000 in this budget line.

Actions:

GS/JM – to add a motion to Full Council to release up to £500 from the budget line 4505 for the work of the steering group, such as consultation room hire, printing etc.

2627 17 Publicising the work of Holme Valley Parish Council

Updates on recent and planned activity.

Actions:

GS – to make the relevant updates to the HVPC website to reflect the new Planning Steering Group Structure.

Close 20.59pm