Holme Valley Parish Council

A

MEETING OF THE SERVICE PROVISION COMMITTEE
MONDAY 12 OCTOBER 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 12 OCTOBER 2026** at **7pm** in **THE EXHIBITION ROOM, THE CIVIC, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS** to transact the following business –

Please note, this is an additional meeting to the original 2026/27 meeting schedule following the necessary postponement of business from 21 September 2026.

AGENDA (A)

	Welcome	**Time**
2627 56	**Public Question Time**	**7.00pm**
	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. Members of the public may speak for a maximum of 3 minutes per person.	
2627 57	**Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014**	**7.15pm**
	As Local (Parish & 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. The Officer will be recording the meeting in video format for upload to the Parish Council's YouTube channel.	
2627 58	**Apologies and reasons for absence**	**7.16pm**
	Any apologies for absence with reasons received by the Officer will be circulated by email prior to the meeting. These will be considered together.	
	TO CONSIDER: Apologies and reasons for absence.	
2627 59	**Receipt of updated Disclosable Personal and Pecuniary Interests forms**	**7.18pm**
	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. Officer to report further.	
	TO NOTE: receipt of any reviewed DPIs**.**	
2627 60	**Members' and Officers' personal and disclosable pecuniary interests in items on the**	**7.20pm**

	agenda	
	Councillors are required to submit a Declaration of Pecuniary and Other Interests form upon becoming a councillor. Further to this, councillors should declare any interests in forthcoming agenda items 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. Where an interest is declared it may be that the councillor takes no part in any relevant discussion or vote. Written requests for a dispensation with regards to non-pecuniary interests received prior to the agenda being completed may also be considered.	
	TO CONSIDER: Members' and Officers' personal and disclosable pecuniary interests in items on the agenda. ***TO CONSIDER:*** receipt of any Members' requests for written dispensations with regards to non-pecuniary interests in items on the agenda.	
2627 60	**Items on the agenda to be discussed in private session**	**7.22pm**
	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. 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. Decisions regarding any items heard in private session will be recorded in the minutes.	
	TO CONSIDER: whether any item on the agenda should be discussed in private session.	
2627 61	**Minutes of the previous Service Provision Committee meeting**	**7.24pm**
	TO NOTE: The minutes of the meeting of the SERVICE PROVISION COMMITTEE, held on 8 June 2026 **(B),** numbered 2627 01 - 2627 27 inclusive are to be ***NOTED***, having been ***APPROVED*** at FULL COUNCIL on Monday 7 September 2026. ***TO APPROVE:*** The minutes of the previous meeting of the SERVICE PROVISION COMMITTEE, held on 21 September 2026 **(C),** numbered 2627 28 - 2627 55.	
	To receive information regarding ongoing matters arising from the approved minutes not otherwise included in the agenda. Officer to report.	
	TO CONSIDER: any further action(s) arising from the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE, held on 8 June 2026 or 21 September 2026.	
2627 62	**Priorities for Climate Action activities 2025-7**	**7.28pm**

	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: *4. Address the Climate Emergency* • *Every action will be underpinned by the desire to address the climate emergency which HVPC declared in 2019.* • *This will apply to the PC's own actions and to the projects of grant recipients.* • *Proposed actions will be measured against their impact on the natural environment and climate change.* Consideration of this should be part of all appropriate agenda items.	
	TO CONSIDER: any further action regarding priorities and actions 2025-7 for the SERVICE PROVISION COMMITTEE with regards to Climate Action.	
	BUDGETARY MATTERS	
2627 63	**Service Provision Committee Budget 2026-27 and Earmarked Reserves**	**7.30pm**
	Under Standing Orders the SERVICE PROVISION COMMITTEE makes financial decisions for a number of community assets and projects. Reports on expenditure against Budget 2026-27 for Service Provision Budget Lines Year-to-Date and Service Provision Earmarked Reserves Year-to-Date **(Di & Dii)** is being shared to monitor potential overspends and underspends and so manage the budget along with a report from the Responsible Finance Officer. **(Diii)** Earmarked Reserves connected to the Committee should also be monitored to ensure that they remain relevant with reports being prepared for the FINANCE AND MANAGEMENT COMMITTEE. Officer to report further. ***TO NOTE:*** the Expenditure against Service Provision Budget lines and Ear Marked Reserves YTD 2026-27, and accompanying report from RFO. **(Di, Dii & Diii)** ***TO NOTE:*** the next meeting of the Service Provision Committee is 16 November 2026 and will be the meeting at which the Service Provision budget for the 2027/28 council year. If any member wishes to discuss budget proposals with the RFO please can they contact him before 6 November 2026. ***TO CONSIDER:*** any further actions regarding the Service Provision Budget 2026-27.	
	ASSETS MAINTAINED BY HOLME VALLEY PARISH COUNCIL	
2627 64	**Maintenance Contractor's Report**	**7.32pm**
	Officer to report further.	
	TO RECEIVE: the report from the Maintenance Contractor **(E)**.	

	TO CONSIDER: any actions arising from the reports.	
2627 65	**Maintenance Contracts**	**7.34pm**
	A Tendering Process Review Working Group was set up with a view to establishing a tendering process for 1) maintenance contract and 2) toilets contract. The Members of the Working Group, as established, were Cllr Baylin, Cllr Dixon, Cllr Kirkby, Cllr Morgan. The first meeting of the Working Group has yet to be arranged. However the Procurement Regulation Act 2023 and changes in 2024 led to changes to the model financial regulations 2025 adopted by Holme Valley Parish Council. This means that the threshold for a full tender process is now £60,000. This would be lower than the total cost of a multi-year contract for either 1) maintenance contract or 2) toilets contract. At the Service Provision meeting 23 February 2026, the Committee resolved under item 2526 79 to extend the maintenance contractor's annual contracts (1. benches and shelters 2. Holmfirth toilets) until 31 December 2026 pending a resolution of the tendering process. The committee is asked to consider options including: - Continuing with the tender process (as a below threshold tender) as originally planned, To commence when a new Clerk is in post. An interim agreement with the Contractor will be needed to cover the period following 1st January 2027. - Invite quotes from alternative providers for multi-year contracts, to commence when a new Clerk is in post. An interim agreement with the Contractor will be needed to cover the period following 1st January 2027. - Extend the current contracts under the same conditions, rolling on annual basis until further notice. - Extend the current contracts with pay uplifts inline with options outlined in the RFO's report, or other uplifts of the committee's choosing. **(F)** - Any other options proposed by committee members. In all cases the mileage rate will need to change in line with HMRC's approved mileage rate. The Acting Clerk and RFO has prepared a report on maintenance contractor remuneration. **(F)** Officer to report ***TO NOTE:*** Report on maintenance contractors remuneration. **(F)** ***TO CONSIDER***: further action in respect of the maintenance contracts for the 1. Benches and shelters and 2. Toilets including any of the options outlined above.	
2627 66	**Holmfirth Public Toilets - development**	**7.37pm**
i.	**Update on National Lottery funding grant application for public toilet development** Feedback from the application for funding has been received from the National Lottery. **(G)** Chair to report.	

	TO CONSIDER: Any actions with regards to the further development of the toilets.	
ii.	**Solar Panel export tariff** It has been identified that an export tariff was not put in place following the installation of solar panels and battery storage at Holmfirth Public Toilets. Officers have now reviewed the available business export tariffs. The briefing paper **(H)** sets out the options and proposes registering for a Business Export tariff, subject to final eligibility checks. This would enable the Council to receive payment for surplus electricity exported to the grid without changing the existing electricity supply contract. A further review of electricity supply and export tariffs together is proposed ahead of the supply contract ending in November 2027. **TO CONSIDER:** Progressing the registration of Holmfirth Public Toilets for the E.ON Next Business Export tariff, subject to confirmation of eligibility and the tariff terms, with a further review of electricity supply and export arrangements ahead of the existing supply contract ending on 1 November 2027.	
iii.	**Other updates relating to Holmfirth Public Toilets** Officer to report. - Digital donations facility. - Mapping of baby change facilities in the Holme Valley ***TO CONSIDER:*** any further action relating to Holmfirth Public Toilets.	
2627 67	**Gartside Unit – lettable space – future plans**	**7.52pm**
	Officer to report on the letting of the Gartside Unit. Following the decision to let the unit to Milk from the Hills, the lease has now been signed by both parties and the tenant has been provided with the keys. The deposit and first month's rent have been received, and work has begun on fitting out the premises in preparation for opening. Milk from the Hills intend to operate the premises as a farm shop-style retail outlet, using vending machines to sell their own dairy products alongside a small range of other locally produced goods. Milk from the Hills have expressed their enthusiasm for the new venture and are looking forward to establishing themselves in the building. ***TO CONSIDER:*** Any further actions with regards to the Gartside Unit lettable space.	
2627 68	**Possible installation of an information screen(s) in the Holme Valley**	**7.54pm**
	Update from Cllr Whitelaw: *"Following the presentation of the rationale for the deployment of a Communications Screen, I was mandated to explore the issues/considerations/costs relating to the potential installation of such a screen. I have had several conversations with a local resident who is the owner of Digital Media Systems.*	

	For information, the company has recently been working on installing such screens with a number of small councils including: *Newport Town Council, Shropshire, Oadby & Wigston town council, Leicestershire, Isle of Bute and are currently working with Dunoon and Backwell PC to deliver their Digital Screens.* *NB There is no suggestion that this company would be commissioned to do the work, should the Council decide to go ahead. That would be subject to the usual procurement and tendering process.* *The most obvious location for a screen is on the Gartside Building, in the centre of the largest population area of the HVPC, therefore the investigations centred around this location. NB There is, of course, the option to have this, or an additional screen, in Honley, for example.* *ADVICE RECEIVED FROM DIGITAL MEDIA SYSTEMS:* *-Place the digital sign facing the car park – this has much more foot traffic than any of the other locations.* *-Use a landscape orientated unit so that the visibility is good & compatible with raw video / pictures etc.* *-Place it high up – above the height of a standard 4x4 vehicle.* *-Power from inside the 'office' that is hired out – use a lockable 20a fuse spur.* *We would build all the tech into the outdoor unit so it does not interfere with the inside the hired building/room.* *Anything smaller than a 75" would be lost – landscape 75" dimensions:* *1945mm x 1223mm x 228mm (W x H x D)* *COSTS – Included for reference is a quote that is 'ball park' for a new screen. There is the option to possibly use a refurbished screen at a reduced cost"* Information on cost estimates has been circulated to councillors under a separate cover due commercial sensitivity. **(I)** ***TO CONSIDER:*** further actions regarding the sourcing and installation of information screens in the Holme Valley.	
	OTHER ASSETS MANAGEMENT	
2627 69	**Benches**	**7.57pm**
	The Parish Council currently has 3 large benches in storage that were removed from Holmfirth town centre during the recent access works with the maintenance contractor, one that was removed from outside of Holy Trinity Church when replacements were installed, one has been relocated from the top of Victoria Street, plus there are additional spare bench legs to make up a further 8 benches. Some of these may be suitable for reinstatement in or close to their previous locations, while others may be available for use elsewhere. Residents have suggested a small number of possible locations for additional seating, including Sands Recreation Ground, Cliff Recreation Ground, Oldfield (2 locations), Magnum/Bare Bones Road, Harden Reservoir, Bottoms Mill pond, in the bus shelter at the memorial hospital, Holmfirth Bus Station, and behind the Post Office overlooking the river.	

	Before benches are installed or reinstated, the ownership and suitability of proposed sites will need to be established, and any necessary permissions obtained from the relevant landowner and/or highway authority. Officer to report. ***TO CONSIDER:*** further action regarding the reinstatement and placement of available benches.	
	TO CONSIDER: any other actions arising in respect of any Holme Valley Parish Council-owned benches.	
2627 70	**Stone shelters**	**8.00pm**
	At the previous meeting of the Service Provisions Committee on 8 June 2026, Cllrs **RESOLVED** to invite interest from other local and suitably qualified contractors in line with a proposal from Cllr Baylin and seek input from the local community regarding, for example, choice of materials for the roof. An invitation to quote with a scoping paper was posted via the Council's website and Social Media channels and shared in local groups with a deadline for submissions of 11 September 2026. At the time of agenda publication no quotes for the work have been received.	
	TO CONSIDER: actions arising in respect of Hade Edge stone shelter. ***TO CONSIDER:*** actions arising in respect of any other Holme Valley Parish Council-owned stone shelters.	
2627 71	**War Memorials**	**8.08pm**
	Updates from the officer regarding: i. Hepworth War Memorial ii. Honley War Memorial - Historic England has undertaken a consultation on the proposed listing of the War Memorial at Honley Green Cliff, which is owned by the Parish Council. The formal consultation period has now closed; members are invited to consider whether they wish to make any observations, subject to Historic England confirming that further comments can still be accepted prior to determination. A report on the War Memorial has been received from Historic England. **(J)** iii. Other War Memorials in the Holme Valley.	
	TO CONSIDER: actions arising in respect of Holme Valley War Memorials.	
2627 72	**Red Heritage Telephone Boxes**	**8.10pm**
	Updates from the officer regarding: i. ***TO NOTE:*** Netherthong Heritage Phone Kiosk – A resident of Netherthong has contacted the Parish Council to inform us of a handover of the main custodian to another volunteer as the previous volunteer no longer has time to maintain the contents. ii. Other Heritage Phone Kiosks in the Holme Valley belonging to the Parish Council.	
	TO CONSIDER: actions arising in respect of Holme Valley Heritage Phone Kiosks.	

2627 73	**Covid Memorial Orchard at Sands**	**8.12pm**
	Officer and Councillors to report on any updates.	
	TO CONSIDER: actions arising in respect of the installation of a plaque at the Covid Memorial Orchard at Sands.	
2627 74	**New Mill Closed Cemetery**	**8.14pm**
	Officer to report on any updates. Request received from the contractor for the church to organise a working party to clear overgrown plants and debris before the new grass cutting season in 2027.	
	TO CONSIDER: any further actions regarding New Mill Closed Cemetery.	
2627 75	**Dog Waste Strategy**	**8.16pm**
	Officer to report. - A replacement dog waste bag dispenser has been installed at Hollowgate, Holmfirth and 2 further replacement units have been requested for Jaggar Lane, Honley and Honley Moor near the play area. - The volunteer who replenishes the dog waste bags at the dispenser on Cliff Recreation Ground is stepping down and has not identified anyone willing to take on the role. The Friends of Cliff Re could be approached to see whether anyone would be willing to maintain the supply of bags. However, the outgoing volunteer has reported that bags are frequently stolen and that use of the dispenser otherwise appears limited. Members may therefore wish to consider whether the dispenser would be more useful at another location. ***TO CONSIDER:*** any further actions regarding the Parish council's dog waste dispensers.	
	PARTNERSHIPS, PROJECTS AND REPORTS FROM WORKING GROUPS	
2627 76	**Tourism**	**8.18pm**
	Cllr Baylin has included a proposal for expenditure from the budget line 4765 Tourism. **(K)** Cllr Baylin to report. ***TO NOTE:*** Proposal on tourism expenditure from Cllr Baylin. **(K)** ***TO CONSIDER:*** approving up to £3,000 of expenditure from budget line 4765 to cover tourism initiatives outlined in Cllr Baylin's proposal **(K)**. ***TO CONSIDER:*** any further action with regards to tourism in the Holme Valley.	
	TO CONSIDER: any further actions arising from the proposal.	
2627 77	**Youth work in the Holme Valley**	**8.25pm**

ii.	**Request from Cllr Butler regarding youth work reporting** Cllr Butler has raised concerns regarding the value for money and monitoring of the Council-funded youth provision and has requested that the Committee consider seeking additional information from KYA. His correspondence is attached at **(L)**. The request includes further information regarding attendance and reach, cost per young person, outcomes and evaluation, sustainability, safeguarding arrangements and financial reporting. The quarterly monitoring reports and financial information currently received are those required under the existing funding arrangements. The additional information requested is not currently held by the Council or included within the agreed reporting requirements and would therefore require a further request to KYA. Any information requested or subsequently provided would need to have regard to relevant data protection and safeguarding requirements. ***TO CONSIDER:*** whether the Committee wishes to request any additional information from Kirklees Youth Alliance regarding the Holme Valley youth provision and, if so, the specific information required. ***TO CONSIDER:*** any further actions with regards to youth work in the Holme Valley.	
2627 78	**Sustainable Transport Working Group - update**	**8.30pm**
	Members of the Sustainable Transport Working Group to provide verbal updates on project progress and any relevant local developments, news or activity relating to sustainable transport.	
	TO CONSIDER: any further actions arising from the updates.	
2627 79	**Community Nature Reserve Project**	**8.35pm**
	Update from Cllr Morgan: *"The installation of swift boxes in Netherthong went quite well despite being let down by Openreach. We have installed 17 of the 20 nesting boxes. The swifts arrived on the 25th May and left on the 8th August. There will be more details in the next newsletter.* *We have a growing mailing list and I am writing a bi-monthly newsletter and I am also going to write a piece for the Honley Flyer this month to drum up more interest locally.* *The next project will include swift boxes in Wooldale and Honley where people have expressed an interest. The RSPB had apologised for the failure to help in Netherthong and offered their services again. I am also going to visit Honley Junior school to encourage some wildlife friendly activities in school and at home as the engagement with Netherthong school was so successful."* Working Group to report further.	
	TO CONSIDER, any further actions regarding the Community Nature Reserve.	
2627 80	**Christmas Provision - Update**	**8.38pm**
i.	**2025 Grant Evaluations** Evaluations have been received from the majority of recipients of 2025 Christmas	

	Provision grants and are available on the Council's website here: https://www.holmevalleyparishcouncil.gov.uk/your-council/grants/grant-awards-2025-2026/christmas-grants-2025-2026/ Under the terms of the rolling grant scheme, the 2026 grant/provision is dependent upon receipt of the previous year's evaluation and evidence of appropriate Public Liability Insurance. Any outstanding documentation will therefore need to be received before the relevant 2026 grant or provision is released. ***TO NOTE:*** grant evaluations received in respect of Christmas Provision 2025. ***TO CONSIDER:*** any other actions regarding Christmas Provision grant evaluations.	
ii.	**2026 Christmas Provisions Budget, Rolling Grants and Community Christmas Trees** The following budgets are available for Christmas Provision in 2026-27: • Rolling Grants: £2,380 • General Christmas Provision/Grants: £5,000 • Total available: £7,380 The following organisations have rolling Christmas grants approved in 2025 continuing into 2026 (subject to receipt of grant evaluations and proof of PL insurance): • **£250 payment – the organisation sources its own tree/provision:** Honley Business Association, Rock Inn Brockholes and Netherthong Community Partnership. • **£250 total including a HVPC-supplied tree plus additional payment for Christmas provision:** Holme Residents Association, Hade Edge Residents Association, New Mill Club and Royal Oak Upperthong. • **HVPC-supplied tree only (up to £210):** St David's Church Holmbridge, Hepworth Community Association, Scholes Methodist Church Seven community trees therefore require procurement by HVPC. Five potential suppliers were approached directly and the opportunity was also publicised through the Council's social media channels. Four quotations were received from suppliers growing trees in or close to the Holme Valley. Field Gate Christmas Trees in Upper Denby provided the best-value quotation at £150 per tree plus £20 delivery, giving a total supply and delivery cost of £1,190 for seven trees. The rolling grants to Holme Residents Association, Hade Edge Residents Association, New Mill Club and Royal Oak Upperthong were approved at £250 and included both an HVPC-supplied tree *and* additional Christmas provision. As the cost of the supplied tree varies from year to year, the Committee is asked to note that the balance of the £250 rolling award should also be released for the additional purpose originally approved. Christmas Provision Rolling Grants EMR 7 trees @ £170 per tree = £1,190 Additional Christmas Provision for 4 organisations (250-170=80 x4) = £320 Rolling grants x 3 @ £250 = £750 Total = £2,260 ***TO NOTE:*** the arrangements and costs for procurement of the seven community Christmas trees and the position regarding collection and disposal.	

	TO CONSIDER: approval the award of rolling grants, conditional on the supply of the required documentation.	
iii.	**Holmfirth Town Centre Christmas Tree** The large Christmas tree for Holmfirth town centre has been ordered from Kirklees Council at a cost of £1,260 plus VAT. This includes supply, installation, lighting, removal, disposal and required callouts. ***TO NOTE:*** the arrangements and expenditure for the 2026 Holmfirth town centre Christmas tree.	
iv.	**Christmas Team Grant Applications** Applications have been received for wider Christmas provision in Holmfirth and Honley. Honley Business Association has applied for **£1,500**, in line with the level of funding awarded for wider Christmas provision in 2025. **(Mi)** Holmfirth Christmas Team has applied for £2,000, comprising £1,500 towards additional Christmas lighting and £500 towards the Christmas Celebration event. The Council's current Projects, Events and Other Activities Grant normally has a maximum award of £1,500. The Committee is therefore asked to consider whether to award the usual maximum of £1,500 and/or recommend to Full Council for the additional £500 requested. **(Mii)** The £5,000 Christmas Provision budget also meets the £1,260 cost of the Holmfirth town-centre Christmas tree. In 2025 the Scouts collected and disposed of the HVPC trees after Christmas at a cost of £20 per tree (totalling £140). The Officer is seeking confirmation of arrangements and costs for 2026. If both Christmas Team grants are awarded at £1,500, total expenditure would be approximately £4,400, leaving approximately £600. If the full £2,000 requested by Holmfirth Christmas Team is awarded, total expenditure would be approximately £4,900, leaving approximately £100. There remains a possibility that a small number of further one-off Christmas grant applications may be received from organisations which the Council has supported in previous years but were not in receipt of a rolling grant. ***TO CONSIDER:*** the grant applications received from Honley Business Association **(Mi)** and Holmfirth Christmas Team **(Mii)** for Christmas Provision 2026, including whether to defer to Full Council for the additional £500 requested by Holmfirth Christmas Team, taking account of the remaining budget and the possibility of further one-off applications.	
v.	**Future Christmas provision budgets** The current arrangements for Christmas Provision include a mixture of rolling grants with historic fixed values, independently sourced trees and trees purchased directly by the Council across 2 separate budget lines/EMRs. The actual cost of providing Christmas trees can vary from year to year, meaning the value of provision under a fixed rolling grant can also vary.	

	For future years, when budget setting the Committee may therefore wish to consider some contingency and flexibility in the budget line to account for fluctuations in tree prices.	
	PUBLICITY	
2627 81	**Items for Publicity**	**8.55pm**
	Members are invited to suggest items for publicity arising from the current work of the Service Provision Committee.	
	TO NOTE: suggestions for aspects of the work of the Service Provision Committee to publicise further.	
	Meeting to close at 9pm	

Please note that timings on the agenda are given for guidance of the Chair and should not be taken as the time at which discussion of a particular item will commence. The Committee may agree to defer (in whole or part) any items on the Agenda, if necessary.

Gemma Sharp
Acting Deputy Clerk to the Council

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

Telephone: 01484 687460 Email: assistantclerk@holmevalleyparishcouncil.gov.uk

Holme Valley Parish Council

B

MEETING OF THE SERVICE PROVISION COMMITTEE
MONDAY 8 JUNE 2026
7pm in **THE EXHIBITION ROOM, THE CIVIC, HOLMFIRTH, HD9 3AS**

IN THE CHAIR: Cllr Alison Morgan

PRESENT:, Cllr Mary Blacka, Cllr Damian Brook, Cllr Rob Butler, Cllr Harry Davis**,** Cllr Tom Dixon, Cllr Donald Firth**,** Cllr Jenny Holmes**,** Cllr Glenn Kirkby, Cllr Jo Liles, Cllr Hugh Osborne, Cllr Steve Ransby**,** Cllr Tricia Stewart, Cllr Sarah Whitelaw.

APPROVED APOLOGIES & REASONS: Cllr Lawrence Baylin, Cllr Donna Bellamy, Cllr Pat Colling (dispensation), Cllr Chris Green, Cllr Martin Rostron, Cllr Andy Wilson.

TAKING MINUTES: Jen McIntosh (Clerk)

MINUTES

2627 01	**Public Question Time**
	No members of the public were present to speak to Committee Members at the commencement of the meeting.
2627 02	**Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014**
	As Local (Parish & 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. The Officer was recording the meeting in video format for upload to the Parish Council's YouTube channel. There were no other requests to record the meeting.
2627 03	**Apologies and reasons for absence**
	Any apologies for absence with reasons received by the Clerk will be circulated by email prior to the meeting. These will be considered together.
	TO CONSIDER: Apologies and reasons for absence.
2627 04	**Receipt of updated Disclosable Personal and Pecuniary Interests forms**
	Revised Disclosable Personal and Pecuniary Interests forms (DPIs) of Committee members received were circulated by email prior to the meeting and members requested to read and then delete them. DPIs were to be subsequently shared with Kirklees, redacted (signatures and home addresses) and uploaded to the HVPC website.
	NOTED: receipt of reviewed DPIs from Cllr Bellamy, Cllr Dixon, Cllr Green, Cllr Holmes, Cllr Kirkby, Cllr Osborne, Cllr Rostron and Cllr Stewart.
2627 05	**Members' and Officers' personal and disclosable pecuniary interests in items on the agenda**

	Members were reminded that: – If a member had 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. – If a member had 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. – The onus was on individual members to make declarations appropriately. – 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. – Where an interest was declared it may be that the councillor took no part in any relevant discussion or vote. ***NOTED:*** Interests were declared as follows: – Cllr Rob Butler queried whether a gift he had received – a discount on a purchase made in Holmfirth - with a value of £30 should be declared. Clerk advised Cllr Butler to update his DPI. – Cllr Glenn Kirkby – interest in item 2627 22 Youth Work in the Holme Valley with regards to Honley Youth – would speak if asked but not vote. – Cllr Sarah Whitelaw – non-pecuniary interest in item 2627 22 Youth Work in the Holme Valley with regards to being a trustee of Café 100. Further to this Cllr Whitelaw had submitted an application for a written dispensation as she wished to both speak and vote regarding the item. Her reasons for requesting the dispensation were discussed. ***RESOLVED:*** that Cllr Whitelaw be permitted to speak but not vote regarding item 2627 22 and her interest in Café 100.
2627 06	**Items on the agenda to be discussed in private session**
	The clerk had shared a number of documents in confidence with members due to commercial sensitivity including documents in relation to: – Item 2627 11 Holmfirth Public Toilets – development – Item 2627 12 Gartside Unit – lettable space – future plans The Clerk further advised that the discussions and any resolutions regarding these matters were heard in public session and reminded Members to be aware of this when referencing the information provided in confidence.
	No items on the agenda were to be discussed in private session.
	A member of the public entered the meeting during this item to speak to item 2627 11. **Item 2627 11 Holmfirth Public Toilets** was brought forward at this point and the COMMITTEE ***RESOLVED*** to suspend Standing Orders to allow a representative from Holme Architecture to speak to the item and answer questions.
2627 11	**Holmfirth Public Toilets - development**
	Decisions regarding the further development of the toilets had been ***DEFERRED*** from the meeting on 23 February 2026.

	Phase 1 of renovation works to Holmfirth Toilets has been completed. A meeting of the Holmfirth Toilets Working Group was held on 4 February 2026. The representative from Holme Architecture attended the meeting to present ideas regarding phase 2/3 of the project. Possibilities included improving access to a disabled toilet/baby change facility and improving layout to reduce safety concerns. Challenges currently faced were keeping the current flooring and sanitaryware clean and funding improvements. The Chair and the Clerk were exploring possible grant sources of funding including the National Lottery Reaching Communities. Queries regarding possible funding from the Pride in Place and Holmfirth Blueprint initiatives had drawn a blank. ***RESOLVED:*** That £5,000 placed in an EMR for exploring possible grant applications for refurbishing the toilets be returned to General Reserves. No further action was to be taken regarding a complaint received about Holmfirth Toilets. The Clerk was thanked for the detailed response given to the complainant initially. The representative from Holme Architecture left the meeting at 7.45pm at the conclusion of this item.
2627 07	**Minutes of the previous Service Provision Committee meeting**
	NOTED: the minutes of the previous meeting of the SERVICE PROVISION COMMITTEE held on 23 February 2026, numbered 2526 59 - 2526 84 inclusive.
	Information regarding ongoing matters arising from the approved minutes not otherwise included in the agenda were reported as follows.
	<u>2526 65 iii Fair and Funky Heron installation</u> – Clerk made contact and was informed that the installation would not be going ahead in any case and the request was withdrawn due to insufficient time to proceed with this prior to winding up the organisation. <u>2526 69 correspondence from Holmfirth Business Together</u> – Clerk had been unable to secure time to organise publicity for the locations of baby change facilities accessible to the public in Holmfirth and Honley centres. This remained an action for the Clerk as did contacting Redbak regarding ensuring that accessible baby change facilities are identified on the 'Make it your Holmfirth' interactive map. It was established that the 'Make it your Holmfirth' project was managed by a working group of Holmfirth Forward. <u>2526 71 Request to install Folk Festival sign at toilets</u> – Clerk had contacted requester and explained about possible need for planning permission – request was withdrawn. Clerk observed that the sign was erected outside the side wall of the Cheese Shop, facing onto Huddersfield Road. Cllr Stewart reported that the minutes of the previous meeting had recorded her as being absent in error. She had been present at the meeting. An ***ACTION*** for the Clerk was to ensure that Cllr Stewart's attendance was properly reflected in attendance records.
2627 08	**Priorities for Climate Action activities 2025-7**
	The SERVICE PROVISION COMMITTEE was reminded that Council should take a clear lead

	in continuing to support climate action in the Holme Valley, in collaboration with other local organisations.
	No further actions were identified for the SERVICE PROVISION COMMITTEE with regards to Climate Action from the agenda.
	BUDGETARY MATTERS
2627 09	**Service Provision Committee Budget 2026-27 and Earmarked Reserves**
	The report Expenditure against Budget 2026-27 – Budget Lines Year-to-Date and Earmarked Reserves from the Deputy Clerk/RFO was received. ***NOTED:*** the Expenditure against Budget 2026-27– Budget Lines Year-to-Date, Earmarked Reserves and projected expenditure. ***RESOLVED:*** merging EMR 351 Holmfirth Toilets Refurb (currently £8,108) and EMR 331 Gartside Building (currently £10,000). There were no further actions put forward regarding the Service Provision Budget 2026-27.
	ASSETS MAINTAINED BY HOLME VALLEY PARISH COUNCIL
2627 10	**Maintenance Contractor's Report**
	RECEIVED: the report from the Maintenance Contractor. Cllr Brook reminded the Clerk of his suggestion that a positive news item might be gleaned about the member of the Contractor's team who cycled out to benches to carry out refurbishment – the 'eco-biker'. An ***ACTION*** for the Clerk was to follow this up. There were no other actions arising from the reports received from the Maintenance Contractor. The Maintenance Contractor was thanked for his report.
2627 12	**Gartside Unit – lettable space – future plans**
	Letting the Gartside Unit The Clerk had contacted the three organisations who had made enquiries regarding leasing the Gartside Lettable Space requesting further information. Two organisations, *Milk From The Hills* and *Jam Factory Music School* had provided the further information in support of their proposed tenancies. Due to commercial sensitivity, the information had been released to Committee Members only prior to the meeting. Clerk reported further on a meeting at the unit with *Milk From the Hills* that had taken place at the unit that morning. The relative merits of both prospective tenants were discussed. Committing to letting the space would rule out the development of a Changing Places toilet. Queries were raised as to the potential opening times and the signage to be installed and the fact that the needs of the conservation area would be taken into account.

	In the final summing up, weight was given to the fact that Jam Factory had requested a one-year lease and would potentially be the source of noise late at night. Milk From the Hills were looking for a longer lease and would potentially benefit more people.
	RESOLVED: to not consider the Jam Factory expression of interest in the unit due to the reasons outlined above. ***RESOLVED:*** to give consent in principle to a 5-year lease for the Gartside Unit lettable space to *Milk From The Hills* with a rent review in 18 months and a 3-year break clause. ***RESOLVED:*** to delegate to the Chair and Clerk the agreeing and implementing of a lease in order to establish Milk From The Hills in the tenancy as quickly as possible. <u>Holmfirth Arts Festival – temporary use</u> As ***RESOLVED*** at Annual Council, the Children's Art School had been permitted to use the unit from 1-15 June in preparation for Holmfirth Arts Festival, without charge. This was going ahead. The Children's Art School had been furnished with the keys to the unit and a letter setting out terms of use. <u>Information Screen</u> Cllr Whitelaw had contacted the Clerk regarding a possible Communications and Engagement Working Group project regarding the installation of an electronic information screen in Holmfirth. It was suggested that such a screen might be installed outside the Gartside Unit. Consent needed to be obtained from the SERVICE PROVISION COMMITTEE with regards to this in line with the Scheme of Delegation. The Clerk had requested that further information is provided as to the purpose of the installation, likely installation costs and any impact on letting arrangements. Implications regarding any need for Planning consent within a conservation area might also need further clarification. Cllr Whitelaw reported further and answered questions. The request to consider consent in principle to the installation of an information screen outside the lettable space was withdrawn and would be submitted to FULL COUNCIL instead.
	OTHER ASSETS MANAGEMENT
2627 13	**Benches**
	The Clerk had contacted the requester of the new bench outside Dawson and Hall about reviewing the request once the works were complete, but no response had been received. The Landlord of the Cheese Shop had confirmed that permission had not been given for tenants to seek relocation of the bench from the wall adjacent to the Cheese Shop, although this had occurred. It remained an action for the Clerk to arrange for the Maintenance Contractor to move the bench into storage for the time being. Regarding the bench moved from outside Holmfirth Church without Council permission, the Council knew its location and the Contractor would retrieve and relocate it once a new position had been agreed.

	An ***ACTION*** for the Clerk was to liaise with the Assistant Clerk about using social media to ask the public about suitable places for relocating benches once the Holmfirth works were complete. A further ***ACTION*** for the Clerk was to find out how many 'spare' benches were currently being stored.
2627 14	**Stone shelters**
	Further remedial safety works had been carried out at Hade Edge Stone Shelter since the last meeting and, in line with discussions, three contractors were approached to quote for comprehensive works to improve the condition and useability of the shelter. One response was received. This was felt to be too high. Cllr Baylin has been in contact with the Clerk to request that Hade Edge residents be consulted regarding any design choices and whether there was any scope to invite interest from other local and suitably qualified contractors.
	RESOLVED: to invite interest from other local and suitably qualified contractors in line with a proposal from Cllr Baylin and seek input from the local community regarding, for example, choice of materials for the roof. An ***ACTION*** for the Clerk was to get back to the contractor who had submitted a quote and explain that further quotes were to be sought and to liaise with Cllr Baylin regarding next steps.
2627 15	**War Memorials**
	A limited update from the Clerk regarding Hepworth War Memorial was given as the application to the War Memorials Trust had not been completed due to lack of time. An ***ACTION*** for the Clerk was to email members once the application had been submitted.
	There were no other actions with regards to Holme Valley War Memorials.
2627 16	**Red Heritage Telephone Boxes**
	The Clerk updated the COMMITTEE regarding: i. Hepworth Heritage Phone Kiosk – the owners of the Butchers Arms had confirmed their willingness for HVPC to look into adoption of the kiosk. An ***ACTION*** for the Clerk remained contacting Kirklees about the listed status of the kiosk, the implications of this and the possibility of delisting as a way of making adoption of the kiosk feasible. ii. The Proprietor of the Cornerhouse Café had been in touch to offer unlocking and locking up the heritage kiosk adjacent to the Post Office, should that be a development the council was interested in. An ***ACTION*** for the Clerk was to research and report on the viability of the offer, contact the proprietor and, if desirable, put in contact with the Maintenance Contractor regarding access to keys.
	There were no other actions arising in respect of Holme Valley Heritage Phone Kiosks.
2627 17	**Covid Memorial Orchard at Sands**

	The Clerk reported that there were no new developments to report.
	There were no actions arising in respect of the installation of a plaque at the Covid Memorial Orchard at Sands. Concern was expressed at the length of time it is taking to complete the project. Permission to install the plinth and plaque from Kirklees was still awaited.
2627 18	**New Mill Closed Cemetery**
	Clerk reported that a letter had been received from the church authorities, thanking the Council for maintaining the cemetery. The first cut and tidy of the year had been completed.
	TO CONSIDER: any further actions regarding New Mill Closed Cemetery.
2627 19	**Dog Waste Strategy**
	NOTED: a replacement dog waste bag unit had been installed at Hollowgate in line with a request from Holmepride. The councillor for Netherthong requested a dog waste bin be installed on Dean Brook Road in Netherthong. He had received this request from a number of residents. The councillor was advised that bins of all kinds and waste collection including dog waste was a Kirklees matter. It remained an ***ACTION*** for the Clerk to write to dog waste dispenser volunteers and thank them for their efforts. The Clerk would endeavour to do this prior to the September meeting and would email COMMITTEE members once completed.
2627 20	**Maintenance Contracts**
	The current contracts have been extended until 31 December 2026. It was hoped to have resolved this matter by April 2027, during the lifetime of this Council. An ***ACTION*** for the Clerk was to organise the first meeting of the working group tasked with taking the tendering process forward.
	PARTNERSHIPS, PROJECTS AND REPORTS FROM WORKING GROUPS
2627 21	**Tourism**
	Cllr Whitelaw reported that there was an ongoing conversation with the Attested Market regarding the Park and Ride project. The following written update was received and ***NOTED*** from Cllr Baylin: *<u>Tourism:</u> Currently energies are going into the Heritage Week (Sept), creating the physical and digital Heritage Hub, translating various existing trails into more user-friendly formats and commencing discussions with stakeholders about the potential support for and commercial opportunities from the Tour De France Femmes (July 2027). Each of these projects are being done in close partnership*

	with other local organisations . Some local businesses within HBT have shown an interest in carrying more tourism materials, which is welcomed, and the Library and I will be working with them on that. *Additionally, pending projects (yet to be approved) are replacement information board on Towngate for 'Windows on the Past' Heritage Trail, installation of outdoor QR code plates to complement existing trails such as Blue Plaque, and support in 2027 of the commemoration event for the 1852 Flood. As the new Kirklees Council settles into its operations, we will be looking for meaningful engagement on the Council's already published Tourism Strategy.*
	With the Tour de France coming in 2027 there was lots to consider in the future. No further actions were considered.
2627 22	**Youth work in the Holme Valley**
	Reports on provision and expenditure were ***RECEIVED*** from Kirklees Youth Alliance and ***NOTED***. ***RESOLVED:*** to approve release of funding up to £10,000 for the ongoing provision of agreed youth services as illustrated in the reports provided. Prior to the meeting KYA had been seeking the views of the COMMITTEE with regards to inclusion of young adults with Special Needs in parts of its provision. It was confirmed that the Phoenix provision includes young adults up to 25 years with Special Educational Needs and/or Disabilities and that the constitutions of Honley Youth and Café 100 allowed provision for young people up to the age of 18. In the light of this KYA had informed the Clerk that the current provision was to be sustained with no changes. An ***ACTION*** for the Clerk was to write to the CEO of KYA and to the youth worker operating in the Holme Valley to thank them for the reports and for the provision in place. Cllr Whitelaw remarked that the valley was fortunate in the extreme to have a person of the calibre of the particular youth worker delivering services. This view was concurred with by Cllr Kirkby.
	NOTED: the reports received with regards to the Kirklees initiative. As previously ***RESOLVED*** upon, a £10,000 contribution from the Youth Services budget line would be paid out in acknowledgement of receipt of the report to fund ongoing services.
2627 23	**Sustainable Transport Working Group - update**
	Update from Cllr Baylin**:** *<u>Sustainable Transport:</u> I was pleased to see that EPIK have published and distributed the long-awaited Walks By Bus materials. I expect that Cllr Morgan will update on the bus map initiative. Although the withdrawn HV Patient Transport scheme details were investigated as a potential opportunity for HVPC to pick up, nobody came forward to pick up on assuming responsibility for it and no budget had been set aside for its considerable costs. Pleased to note that Stotts have agreed to again support the Arts Festival with free buses on the Saturday. The*

	recently announced Government initiative for Free Bus Travel for Children over the Summer is something that I think we should be supporting with a promotion campaign to families, and I will be consulting with colleagues on that.
	There were no actions to consider arising from the update.
2627 24	**Community Nature Reserve Project**
	NOTED: that the Swift boxes purchased in accordance with the Full Council resolution of 15 December 2025 (minute 2526 149) have been installed on third-party premises. The Council does not retain ownership of the boxes once installed, and therefore they are not included on the Council's Asset Register. Expenditure of £488 has been incurred in accordance with that resolution. The Working Group reported further that Swifts were nesting in Netherthong. River Holme Connections had organised both a bat walk and a butterfly walk. Councillors representing the Council at Honley show were going to discuss with the public making gardens nature-friendly as well as consulting regarding the development of a vision for the Civic. Holmfirth Film Festival would be showing a film with environmental themes in September. A bimonthly newsletter continued to be published on the HVPC website regarding environmental matters within the Holme Valley Parish Council area.
	There were no actions to consider regarding the establishment of an Urban Nature Reserve.
2627 25	**Christmas Provision - update**
	It was ***NOTED*** that a grant evaluation had been received from Holmfirth Christmas Team. This had been shared in papers. The Clerk apologised as it had been ***RESOLVED*** on 23-02-2026 that future evaluations would be made available via a link to the HVPC website rather than included in the agenda pack. In this case there had been insufficient time to do this. An ***ACTION*** for the Clerk was to ensure that future evaluations would be uploaded to the website and shared with the COMMITTEE via links. The Rock Inn and Royal Oak had been emailed to request receipt of evaluations by the end of June 2026. The grant application form had been amended to state that proof of insurance must be provided at the time of application to get approval. As discussed at previous meetings the intention this year was to honour rolling grants and deliver within the budget. This could mean that the amount of grant made to applicants would need to be revised accordingly. An ***ACTION*** for the Clerk was to source the cheap local suppliers able to deliver trees.
	RESOLVED: to delegate to the Clerk and Chair selection of the cheapest most local Christmas tree supplier able to deliver trees and to order the Holmfirth Christmas tree from Kirklees – cost as yet unknown.

An ***ACTION*** for the Clerk was to email COMMITTEE members with details of any orders placed prior to the next COMMITTEE meeting.

2627 26 **Working Groups - Review**

The COMMITTEE reviewed the continuation and membership of each working group which reports to it; outcomes as listed below in excerpt from the master list.

No	TITLE	MEMBERS	REPORTING TO:	ESTABLISHED	STATUS
19	Sustainable Transport *Cross-Committee group – wide-ranging review of public transport needs and preferred options for future mapped against current provision.*	**Cllr Baylin** Cllr Morgan Cllr Blacka Cllr Dixon Cllr Stewart	Service Provision	18-09-2023	ACTIVE
20	Holmfirth Toilets *To report to SPC on 18-9-2023 on robustness of arrangements prior to release of funds*	Cllr Morgan Cllr Dixon Cllr Kirkby	Service Provision	08-07-2024	ACTIVE
21	Tendering Process *Review the tendering process for 1) maintenance contract and 2) toilets contract*	Cllr Baylin Cllr Dixon Cllr Kirkby Cllr Morgan	Service Provision	08-07-2024	FIRST MEETING TO BE CONVENED
23	Urban/Community Nature Reserve	Cllr Morgan Cllr Green Cllr Rostron	Service Provision		ACTIVE

PUBLICITY

2627 27 **Items for Publicity**

	Members were invited to suggest items for publicity arising from the current work of the Service Provision Committee.
	NOTED: suggestions for aspects of the work of the Service Provision Committee to publicise further to include: consulting with the public on the positioning of benches and publicising the member of the maintenance team servicing benches via E-bike.
	Meeting closed at 9.02pm

Holme Valley Parish Council

DRAFT MINUTES OF THE SERVICE PROVISION COMMITTEE
MONDAY 21 SEPTEMBER 2026

IN THE CHAIR: Cllr Alison Morgan

PRESENT: Cllr Lawrence Baylin, Cllr Tom Dixon, Cllr Hugh Osborne, Cllr Steve Ransby, Cllr Martin Rostron, Cllr Tricia Stewart.

APPROVED APOLOGIES & REASONS: Cllr Donna Bellamy, Cllr Chris Green, Cllr Damian Brook, Cllr Jo Liles, Cllr Donald Firth, Cllr Glenn Kirkby, Cllr Jenny Holmes, Cllr Sarah Whitelaw.

ABSENT: Cllr Rob Butler, Cllr Harry Davis, Cllr Andy Wilson.

TAKING MINUTES: Gemma Sharp (Acting Deputy Clerk)

The meeting started at 7.27pm, which was the later than scheduled time due to 4 committee members becoming stuck in the lift beforehand.

2627 28 Public Question Time

4 members of the public were present for the public session but did not speak.

2627 29 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014

This meeting was not recorded.

2627 30 Apologies and reasons for absence

Apologies for absence with reasons received by the Officer were circulated by email prior to the meeting.

NOTED AND APPROVED: Apologies and reasons for absence were approved from Cllr Donna Bellamy, Cllr Chris Green, Cllr Damian Brook, Cllr Jo Liles, Cllr Donald Firth, Cllr Glenn Kirkby, Cllr Jenny Holmes, and Cllr Sarah Whitelaw (these include those who were in the lift during the meeting).

Cllr Butler, Cllr Davis and Cllr Wilson were absent.

2627 31 Receipt of updated Disclosable Personal and Pecuniary Interests forms

None received.

2627 32 Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

None declared.

2627 33 Items on the agenda to be discussed in private session

RESOLVED: no items would be held in private session.

At this pointed the committee ***RESOLVED*** to suspend Standing Orders to take **item 2627 51i** out of sequence.

2627 51 Youth work in the Holme Valley

i. KYA Quarterly Report

A report has been obtained from Kirklees Youth Alliance **-** and also a report on expenditure 2025-26**.**

NOTED: the reports received with regards to the Kirklees youth initiative.

RESOLVED: At this point the committee ***RESOLVED*** to defer all other business from the agenda to an additional/extraordinary meeting of the Service Provision Committee at 7pm on 12 October 2026.

Meeting closed at 7.37pm

Holme Valley Parish Council

Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400	Service Provision								
4320	Public Toilet - Day to Day	958	4,335	23,100	18,765		18,765	18.8%	
4325	Gartside Building	0	550	1,050	500		500	52.4%	
4705	Christmas Provision	0	0	5,000	5,000		5,000	0.0%	
4710	New Mill - Churchyard	0	0	788	788		788	0.0%	
4720	Dog Waste	0	0	1,260	1,260		1,260	0.0%	
4730	Minibus	1,971	9,729	23,500	13,771		13,771	41.4%	
4735	Phone Boxes	0	0	1,000	1,000		1,000	0.0%	
4740	Seats & Shelters-Maintenance	906	3,524	13,650	10,126		10,126	25.8%	
4750	War Memorial	0	0	1,000	1,000		1,000	0.0%	
4760	Youth Work in the Holme Valley	0	10,000	25,000	15,000		15,000	40.0%	
4765	Tourism	0	450	5,000	4,550		4,550	9.0%	1,450
4770	Sustainable Transport	0	0	0	0		0	0.0%	750
4840	Climate Action	0	0	5,000	5,000		5,000	0.0%	
	Service Provision :- Indirect Expenditure	**3,835**	**28,588**	**105,348**	**76,760**	**0**	**76,760**	**27.1%**	**2,200**
	Net Expenditure	**(3,835)**	**(28,588)**	**(105,348)**	**(76,760)**				
6000	plus Transfer from EMR	0	2,200	0	(2,200)				
	Movement to/(from) Gen Reserve	**(3,835)**	**(26,388)**	**(105,348)**	**(78,960)**				
	Grand Totals:- Income	**0**	**0**	**0**	**0**			**0.0%**	
	Expenditure	**3,835**	**28,588**	**105,348**	**76,760**	**0**	**76,760**	**27.1%**	
	Net Income over Expenditure	**(3,835)**	**(28,588)**	**(105,348)**	**(76,760)**				
	plus Transfer from EMR	**0**	**2,200**	0	(2,200)				
	Movement to/(from) Gen Reserve	**(3,835)**	**(26,388)**	**(105,348)**	**(78,960)**				

Dii

	SERVICE PROVISION Draft Earmarked Reserves - end August 2026		Movements of reserves in August:
326	EMR Defibrillator Special Reserve **SP** - For defibrillators for which HVPC is responsible	£1,673.56	
331	EMR Gartside Building **SP** - Towards development of the whole Gartside building (not just the toilets)	£13,108.00	£5,000.00 moved to general reserves
346	EMR Sustainable Transport **SP** - to cover projects to do with public transport in the Holme Valley	£4,250.00	
347	EMR Tourism **SP** - to cover projects to do with promoting tourism in the Holme Valley	£1,951.00	
352	EMR War Memorials **SP**	£2,500.00	
353	EMR Phone Boxes **SP**	£2,000.00	
356	EMR Rolling Grants **SP** - to cover rolling Christmas grants as agreed by the committee	**£2,380.00**	
357	EMR Contract - Toilets **SP** - to cover contract negotiations	£2,100.00	
358	EMR Contract - Seats & Shelters **SP** - to cover Seats & Shelters contract negotiations	£1,365.00	
359	EMR Stone Bus Shelters **SP** - to cover major works to the shelters	£15,885.00	

	Current Schedule of EMR 356 Service Provision Rolling Grants		
g.	Scholes Church Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£210	4705
h.	Brockholes Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705
i.	Holmbridge Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£210	4705
j.	Holme Village Christmas Tree Group - 2026/7 (term of Council)	£250	4705
k.	Honley BA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705
l.	Hade Edge RA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705
m.	Hepworth CA Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£210	4705
n.	Netherthong CP Christmas Tree Group - 2025/6, 2026/7 (term of Council)	£250	4705
o.	Upperthong Royal Oak Christmas Tree Group - 2026/7 (term of Council)	£250	4705
p.	New Mill Christmas Tree Group - 2026/7 (term of Council)	£250	4705
	Total Rolling Grants 2025/26:	**£2,380.00**	

Diii

RFO notes on Service Provision Budgets and Earmarked Reserves YTD 2026-27:

- After 5 months of the year (41.6% of the year), the 4320 Public Toilets – Day to Day budget line has only spent 18.8% of its annual budget. Last year, this budget was £8,108 under budget. The underspending on this budget line needs monitoring. Does the budget need to be reduced 2027/28?
- 4325 Gartside Building – no issue here. There is £13,108 in the earmarked reserve 331 EMR Gartside Building to support future development. As instructed, £5,000 was moved from the earmarked reserve back to general reserves.
- 4705 Christmas Provision budget and earmarked reserve totals £7,380 (£5,000 in the budget + £2,380 in the earmarked reserve). Given rising costs of trees this may be vulnerable to overspending. Against the budget line, requests are in from Honley Business Association and Holmfirth Christmas Team for up to £3,000 of the £5,000. Holmfirth Christmas Team have asked for £2,000 but the award limit is currently £1,500. In addition, the budget line has to cover the Kirklees tree and disposal costs of the smaller village trees.
  FYI Honley Business Association have also applied to F&M for a further Christmas-related grant of £1,500. The RFO will advise F&M not to support that award. Honley Business Association also has a further application to F&M which, whilst it is not specifically a Christmas grant, would purchase items that would be used at the Christmas events. The breakdown of the earmarked reserve 356 Rolling Grants – Service Provision is on another sheet.
- Re 4720 Dog Waste, we are down to our last couple of boxes of poo bags. The RFO will do a new purchase next week <£500.
- The 4730 Minibus budget as ever is under budget since the monthly amounts are unchanging.
- Regarding phone boxes, there is £1,000 in the budget line 4735 Phone Boxes and £2,000 in the earmarked reserve 353 EMR Phone Boxes. Total £3,000.
- Again, 5 months into the year - i.e. 41.6% of the year - 4740 Seats & Shelters Maintenance has only spent 25.8% of the annual budget. The underspend needs monitoring. At year end 2025-26, this budget line was £5,885 under budget.
- 4750 War Memorials has £1,000 in the budget and there is £2,500 in the earmarked reserve 352 EMR War Memorials – total £3,500.
- 4760 Youth Work in the Holme Valley £5,000 awards of the £25,000/a are made after approval at Service Provision meetings.
- 4765 Tourism currently holds £4,550. There is an earmarked 347 EMR Tourism which holds £1,951. This is due to be closed and funds returned to general reserves **if** there is no remaining expenditure pending for the videos to support

Holmfirth tourism and business carried over from 2025/26. Can the Committee confirm this is the case?

- 4840 Climate Action holds £5,000 in respect of the urban nature reserve.
- 357 EMR Contract – Toilets and 358 EMR Contract – Seats and Shelters were set up to give some contingency for negotiations on the respective contracts if they go out to tender. This has been a pending action for some years.
- Finally, 359 EMR Stone Bus Shelters holds £15,885.

R. McGill – RFO to Holme Valley Parish Council, September 2026

E

[redacted]

Assistant Clerk to the Council
Holme Valley Parish Council
Holmfirth Civic Hall
Council Offices
Huddersfield Road
Holmfirth

13/09/2026

Hello [redacted],

The following is the latest review of the Council's assets :

TOILETS
All in all the toilets are running smoothly .
No major repair work has been needed over the summer. I cured the push lever in the gents by drilling the nut and bolt and putting a split-pin in to combat its unwanted removal.

We collect the takings weekly, date the bag and take to the "coin-star" counting machine at Tescos periodically.

We haven't seen too much damage in recent weeks. Just the usual " would you do that at home ?"….ie leaving the toilets a mess for the next customer.

The cash taking situation is the same. About 1 in 5 are donating anything.
Would it be possible to contact card payment suppliers and get a quote for a card payment machine fastened to the door frame. Fixed at 20p payments, would still be on a voluntary arrangement but as practically no-one carries cash it *might* prove profitable .

Air fresheners and liquid soap are a favourite to steal so we only buy cheap ones from Lidl and leave them ¼ full at all times.
The toilet cisterns out in the service tunnel are all working well at the moment but need constant adjustment through perpetual wear and tear.

The water fountain outside is working fine . We fitted a new flow-valve early summer. I might have to make an insulating "jacket" for it as its prone to freezing in winter.
Same for the loft space, it really needs an agile person to go up there and insulate some pipes which burst last winter causing damage to the Gartside unit.

This weekend is the food and drink festival, we've had a relay team going in on two hour intervals to service the toilets and check on the portaloos on Hollowgate. That's a separate contract though .

BENCHES
Now the grass has started growing again after a summer of parchment I'm back on strimming duties this coming week. With nearly 200 benches, this can't all be done at the same time it would be too expensive so I divide it into rounds.
On my travels this week I see the bench at the top of Black Sike has been damaged. To do list. The two benches at Wooldale mentioned in my last missive which were in a sorry state have been now been stripped and repainted with new timbers.
There are plenty of benches which have suffered under the blazing sun this summer and now need repainting .
I have in storage 2 large benches . 1 with a plaque which was on the bridge in Holmfirth before the renovations and the other is a large KIRBY-GEDDES one belonging to the Round Table. Is there any chance of them being contacted to come and collect it from my storage space?
I also have 2 green cast iron legs which are in a lock up as they're a fortune to have recast if a car runs in to them. Also in my emporium I have 14 new steel legs to make 7 smaller benches.
I sent a missive to Jen earlier in the summer with a suggestion for a bench site by the river behind the Post Office sorting office where the pavement broadens out.

PHONE BOXES
The council-adopted phone boxes take very minimal maintenance as most of the villages where they are located seem proprietorial towards them. However , I noticed during summer one or two are looking a bit faded and could do with a spruce. Not a refurbish but just a lick

of paint. We continue twice-yearly drive-by checks to keep an eye out on their general state of repair and give them a sweep and tidy where required and take damp books away.

The one at Fulstone could do with some new window frames as some in there are rotting .

WAR MEMORIALS
We pressure wash and tidy the war memorials just before Remembrance Sunday

BUS SHELTERS
The bus shelter round continues as usual. Regular sweeping and tidying, jet-washing when required.
Hade edge bus shelter is suffering with weather damage and is an ongoing item with the Parish Council.

I'm still pleased to see VERY little unpleasantness or graffiti in the bus shelters these days which is a delight! Honestly, they used to be really grim when they were painted dark brown.

GRAVEYARD
We have done 2 cuts of the graveyard so far as the grass just hasn't grown. I think 2 cuts will suffice for the season.

Is there any chance of the church being contacted to ask if they could organise a working party for a couple of hours to collect branches and debris before the season starts next year ?

Still need to do a "wobble-test" on the gravestones to make sure they're in a safe condition.

GARTSIDE UNIT

The Gartside unit has new tenants. They have a key for the electric box in the toilets foyer.

After the damage caused by burst pipes in winter the walls in the unit have been stripped and repainted.

I purposefully left the interior door open to give the unit some airflow.

POO BAG DISPENSERS

I recently did a survey of all the green boxes that I know of. There doesn't seem to have ever been a register of where they are so I'm keeping a tally as I go on. Desperate for replacement are the one by the sports field on Jaggar Lane , Honley and the one up on the right up Honley Moor near the play area. I sent photo's earlier.

Over all we continue to keep our eyes peeled, respond to public concerns and balance the need to keep our valley looking smart with the need to be conscious and conscientious with the Council's budget.

As usual, many thanks for the opportunity to participate in the upkeep of the Holme Valley

[redacted]

Maintenance Contractor Remuneration – Information Report

F

1. Purpose of Report

To provide the Committee with factual information regarding the current remuneration arrangements for the Maintenance Contractor, historical context, financial capacity within relevant budget lines, and illustrative costings for potential uplifts. The report does not make a recommendation; it simply sets out information to assist any future discussion.

2. Background

- The Maintenance Contractor's hourly rate has remained unchanged since **2019**, when the rate was agreed at **£14.75/hour**.
- As of **2026**, the hourly rate remains **£14.75/hour**, meaning the contractor has had **no pay uplift for at least seven years**.
- In **2022**, the payment arrangement for **Holmfirth Public Toilets** changed from:
  - **£14.75/hour + mileage**, to
  - **£12 per visit (fixed rate)**.

3. Budget Position

There are projected underspends in the two relevant budget lines for 2026/27:

- **4320 Public Toilet – Day-to-Day Maintenance**
- **4740 Seats and Shelters – Maintenance**

Significant underspends were also recorded in the previous financial year (2025–26):

Budget Line	Underspend 2025–26
Holmfirth Toilets	£8,108
Seats & Shelters	£5,885

The combined underspend was **£13,993**.

This financial position indicates capacity within existing budgets to absorb modest increases in contractor remuneration, should the Committee wish to consider them.

4. Mileage Rate Update

HMRC's approved mileage rate for 2026/27 has increased to **£0.55 per mile**.

This affects the cost modelling for any uplift that includes mileage reimbursement.

5. Illustrative Costings (Not Recommendations)

The following examples show the *possible* annual cost impact of different uplift scenarios. These are **illustrations only** and **not proposals**.

Scenario A – £1 uplift

- £1 increase to hourly rate
- £1 increase to visit rate
- Mileage increased to £0.55/mile **Estimated annual uplift: £1,522.25** (Against annual surplus of £13,993)

Scenario B – £2 uplift

- £2 increase to hourly rate
- £2 increase to visit rate
- Mileage increased to £0.55/mile **Estimated annual uplift: £2,920.75**

Scenario C – £3 uplift

- £3 increase to hourly rate
- £3 increase to visit rate
- Mileage increased to £0.55/mile **Estimated annual uplift: £4,319.25**

6. Wider Context

- The Maintenance Contractor has **not requested** a pay uplift.
- UK minimum wage has increased significantly over the same period:
    - **2019:** £8.21/hour
    - **2026:** £12.71/hour
- The contractor's rate has therefore not kept pace with national wage trends or inflationary pressures.

7. Considerations for the Committee

The Committee may wish to consider:

- Whether to recommend a pay uplift for the Maintenance Contractor.
- Whether any uplift should apply:

    - **Immediately**, within the current financial year, or
    - **From the start of 2026/27**.
- Whether to uplift:
    - The **hourly rate**,
    - The **per-visit rate**,
    - The **mileage rate**, or
    - A combination of these.
- The scale of any uplift, noting the available underspend.

There is **no requirement** for the Committee to make a recommendation. This report is provided solely to inform discussion.

What the maintenance contractor was paid 2025/26:

2025	4320 Public Toilets		4740 Benches &c		Other	
Annual Budget	£23,100		£13,650			
	TOILET VISITS	TOILET EXTRA HRS	BENCHES	MILES		
APRIL	72	5	44	86		
	£12.00	£14.75	£14.75	£0.45		
	£864.00	£73.75	£649.00	£38.70		**£1,625.45**
MAY	69	1	46.5	110		
	£12.00	£14.75	£14.75	£0.45		
	£828.00	£14.75	£685.88	£49.50		**£1,578.13**
JUN	76	3.5	42	121	12	
	£12.00	£14.75	£14.75	£0.45	£14.75	
	£912.00	£51.63	£619.50	£54.45	£177.00	**£1,814.58**
JUL	70	1	52	94		
	£12.00	£14.75	£14.75	£0.45		
	£840.00	£14.75	£767.00	£42.30		**£1,664.05**
AUG	71	2	45.5	115	12	
	£12.00	£14.75	£14.75	£0.45	£14.75	
	£852.00	£29.50	£671.13	£51.75	£177.00	**£1,781.38**
SEP	72	5	54.5	116		
	£12.00	£14.75	£14.75	£0.45		
	£864.00	£73.75	£803.88	£52.20		**£1,793.83**
OCT	75	2	46	112		
	£12.00	£14.75	£14.75	£0.45		
	£900.00	£29.50	£678.50	£50.40		**£1,658.40**
NOV	66	5	61.5	153		
	£12.00	£14.75	£14.75	£0.45		
	£792.00	£73.75	£907.13	£68.85		**£1,841.73**
DEC	69	1	40.5	115.5		
	£12.00	£14.75	£14.75	£0.45		
	£828.00	£14.75	£597.38	£51.98		**£1,492.10**
JAN	67	4	15	62	2.5	
	£12.00	£14.75	£14.75	£0.45	£14.75	
	£804.00	£59.00	£221.25	£27.90	£36.88	**£1,149.03**
FEB	72	9	22.5	91		
	£12.00	£14.75	£14.75	£0.45		
	£864.00	£132.75	£331.88	£40.95		**£1,369.58**
MAR	67	2.5	15	62		
	£12.00	£14.75	£14.75	£0.45		
	£804.00	£36.88	£221.25	£27.90		**£1,090.03**
John, pay	£10,152.00	£604.75	£7,153.75	£556.88	£390.88	
John, pay	**£10,756.75**	**toilets**				
John, pay				**£7,710.63**	**benches**	
			Annual Pay before Tax:			**£18,858.25**

What the maintenance contractor was paid 2025/26:
with an uplift of £1/hr and £1/per visit and to £0.55/mile

2025	4320 Public Toilets		4740 Benches &c		Other	
Annual Budget	£23,100		£13,650			
	TOILET VISITS	TOILET EXTRA HRS	BENCHES	MILES		
APRIL	72	5	44	86		
	£13.00	£15.75	£15.75	£0.55		
	£936.00	£78.75	£693.00	£47.30		**£1,755.05**
MAY	69	1	46.5	110		
	£13.00	£15.75	£15.75	£0.55		
	£897.00	£15.75	£732.38	£60.50		**£1,705.63**
JUN	76	3.5	42	121	12	
	£13.00	£15.75	£15.75	£0.55	£15.75	
	£988.00	£55.13	£661.50	£66.55	£189.00	**£1,960.18**
JUL	70	1	52	94		
	£13.00	£15.75	£15.75	£0.55		
	£910.00	£15.75	£819.00	£51.70		**£1,796.45**
AUG	71	2	45.5	115	12	
	£13.00	£15.75	£15.75	£0.55	£15.75	
	£923.00	£31.50	£716.63	£63.25	£189.00	**£1,923.38**
SEP	72	5	54.5	116		
	£13.00	£15.75	£15.75	£0.55		
	£936.00	£78.75	£858.38	£63.80		**£1,936.93**
OCT	75	2	46	112		
	£13.00	£15.75	£15.75	£0.55		
	£975.00	£31.50	£724.50	£61.60		**£1,792.60**
NOV	66	5	61.5	153		
	£13.00	£15.75	£15.75	£0.55		
	£858.00	£78.75	£968.63	£84.15		**£1,989.53**
DEC	69	1	40.5	115.5		
	£13.00	£15.75	£15.75	£0.55		
	£897.00	£15.75	£637.88	£63.53		**£1,614.15**
JAN	67	4	15	62	2.5	
	£13.00	£15.75	£15.75	£0.55	£15.75	
	£871.00	£63.00	£236.25	£34.10	£39.38	**£1,243.73**
FEB	72	9	22.5	91		
	£13.00	£15.75	£15.75	£0.55		
	£936.00	£141.75	£354.38	£50.05		**£1,482.18**
MAR	67	2.5	15	62		
	£13.00	£15.75	£15.75	£0.55		
	£871.00	£39.38	£236.25	£34.10		**£1,180.73**
John, annual pay	**£10,998.00**	**£645.75**	**£7,638.75**	**£680.63**	**£417.38**	
John, pay	**£11,643.75**	**toilets**				
John, pay				**£8,319.38**	**benches**	
Annual Pay (before tax) for a £1 rise on toilets visits and hourly rate:						**£20,380.50**
Annual Pay Rise with a £1 rise on toilets visits and hourly rate:						**£1,522.25**
Underspend on 4320 Toilets 2025-26:						**£8,108**
Underspend on 4740 Seats & Shelters 2025-26:						**£5,885**

What the maintenance contractor was paid 2025/26:
with an uplift of £2/hr and £2/per visit and to £0.55/mile

2025	4320 Public Toilets		4740 Benches &c		Other	
Annual Budget	**£23,100**		**£13,650**			
	TOILET VISITS	TOILET EXTRA HRS	BENCHES	MILES		
APRIL	72	5	44	86		
	£14.00	£16.75	£16.75	£0.55		
	£1,008.00	£83.75	£737.00	£47.30		**£1,876.05**
MAY	69	1	46.5	110		
	£14.00	£16.75	£16.75	£0.55		
	£966.00	£16.75	£778.88	£60.50		**£1,822.13**
JUN	76	3.5	42	121	12	
	£14.00	£16.75	£16.75	£0.55	£16.75	
	£1,064.00	£58.63	£703.50	£66.55	£201.00	**£2,093.68**
JUL	70	1	52	94		
	£14.00	£16.75	£16.75	£0.55		
	£980.00	£16.75	£871.00	£51.70		**£1,919.45**
AUG	71	2	45.5	115	12	
	£14.00	£16.75	£16.75	£0.55	£16.75	
	£994.00	£33.50	£762.13	£63.25	£201.00	**£2,053.88**
SEP	72	5	54.5	116		
	£14.00	£16.75	£16.75	£0.55		
	£1,008.00	£83.75	£912.88	£63.80		**£2,068.43**
OCT	75	2	46	112		
	£14.00	£16.75	£16.75	£0.55		
	£1,050.00	£33.50	£770.50	£61.60		**£1,915.60**
NOV	66	5	61.5	153		
	£14.00	£16.75	£16.75	£0.55		
	£924.00	£83.75	£1,030.13	£84.15		**£2,122.03**
DEC	69	1	40.5	115.5		
	£14.00	£16.75	£16.75	£0.55		
	£966.00	£16.75	£678.38	£63.53		**£1,724.65**
JAN	67	4	15	62	2.5	
	£14.00	£16.75	£16.75	£0.55	£16.75	
	£938.00	£67.00	£251.25	£34.10	£41.88	**£1,332.23**
FEB	72	9	22.5	91		
	£14.00	£16.75	£16.75	£0.55		
	£1,008.00	£150.75	£376.88	£50.05		**£1,585.68**
MAR	67	2.5	15	62		
	£14.00	£16.75	£16.75	£0.55		
	£938.00	£41.88	£251.25	£34.10		**£1,265.23**
John, annual pay	**£11,844.00**	**£686.75**	**£8,123.75**	**£680.63**	**£443.88**	
John, pay	**£12,530.75**	**toilets**				
John, pay				**£8,804.38**	**benches**	
Annual Pay (before tax) for a £2 rise on toilets visits and hourly rate:						**£21,779.00**
Annual Pay Rise with a £2 rise on toilets visits and hourly rate:						**£2,920.75**
Underspend on 4320 Toilets 2025-26:						**£8,108**
Underspend on 4740 Seats & Shelters 2025-26:						**£5,885**

What the maintenance contractor was paid 2025/26:
with an uplift of £3/hr and £3/per visit and to £0.55/mile

2025	4320 Public Toilets		4740 Benches &c		Other	
Annual Budget	**£23,100**		**£13,650**			
	TOILET VISITS	TOILET EXTRA HRS	BENCHES	MILES		
APRIL	72	5	44	86		
	£15.00	£17.75	£17.75	£0.55		
	£1,080.00	£88.75	£781.00	£47.30		**£1,997.05**
MAY	69	1	46.5	110		
	£15.00	£17.75	£17.75	£0.55		
	£1,035.00	£17.75	£825.38	£60.50		**£1,938.63**
JUN	76	3.5	42	121	12	
	£15.00	£17.75	£17.75	£0.55	£17.75	
	£1,140.00	£62.13	£745.50	£66.55	£213.00	**£2,227.18**
JUL	70	1	52	94		
	£15.00	£17.75	£17.75	£0.55		
	£1,050.00	£17.75	£923.00	£51.70		**£2,042.45**
AUG	71	2	45.5	115	12	
	£15.00	£17.75	£17.75	£0.55	£17.75	
	£1,065.00	£35.50	£807.63	£63.25	£213.00	**£2,184.38**
SEP	72	5	54.5	116		
	£15.00	£17.75	£17.75	£0.55		
	£1,080.00	£88.75	£967.38	£63.80		**£2,199.93**
OCT	75	2	46	112		
	£15.00	£17.75	£17.75	£0.55		
	£1,125.00	£35.50	£816.50	£61.60		**£2,038.60**
NOV	66	5	61.5	153		
	£15.00	£17.75	£17.75	£0.55		
	£990.00	£88.75	£1,091.63	£84.15		**£2,254.53**
DEC	69	1	40.5	115.5		
	£15.00	£17.75	£17.75	£0.55		
	£1,035.00	£17.75	£718.88	£63.53		**£1,835.15**
JAN	67	4	15	62	2.5	
	£15.00	£17.75	£17.75	£0.55	£17.75	
	£1,005.00	£71.00	£266.25	£34.10	£44.38	**£1,420.73**
FEB	72	9	22.5	91		
	£15.00	£17.75	£17.75	£0.55		
	£1,080.00	£159.75	£399.38	£50.05		**£1,689.18**
MAR	67	2.5	15	62		
	£15.00	£17.75	£17.75	£0.55		
	£1,005.00	£44.38	£266.25	£34.10		**£1,349.73**
John, annual pay	**£12,690.00**	**£727.75**	**£8,608.75**	**£680.63**	**£470.38**	
John, pay	**£13,417.75**	**toilets**				
John, pay				**£9,289.38**	**benches**	
Annual Pay (before tax) for a £3 rise on toilets visits and hourly rate:						**£23,177.50**
Annual Pay Rise with a £3 rise on toilets visits and hourly rate:						**£4,319.25**
Underspend on 4320 Toilets 2025-26:						**£8,108**
Underspend on 4740 Seats & Shelters 2025-26:						**£5,885**

G

[redacted]

From: [redacted]
Sent: 15 September 2026 17:19
To: [redacted]
Subject: Fwd: The outcome of your RC Yorkshire and Humber Region application

HI [redacted]

Here is the reply about our grant application for the toilets.

[redacted]

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

Subject: The outcome of your RC Yorkshire and Humber Region application
Date:2026-08-06 15:39
From:[redacted]>
To:[redacted]
Copy:"[redacted]

Dear [redacted]

Thank you for your application [redacted] to RC Yorkshire and Humber Region.

We're sorry to tell you that your application was not successful.

We recognise your contribution

We understand how much time and care goes into applying for funding. We want to acknowledge the value of the work you are doing. We respect that you're best-placed to understand the needs and priorities in your community.

How we made our decision

Your application was carefully reviewed by our funding team.

We receive many strong applications and cannot fund them all. We want to ensure funding is fairly spread across different places and priorities. This means making difficult decisions with a limited budget.

Why your application was not successful

We want to be transparent about our decision-making. The main reason why your application was not successful at this time:

Whilst Panel could see the potential benefits this project could bring to Holmfirth, it did not meet our funding priorities around supporting places, people or communities experiencing poverty, disadvantage or discrimination as strongly as other applications within a competitive pipeline.

Furthermore, in comparison with other applications, Panel did not feel that you had sufficiently involved people from the local community in the design, delivery, and development of your project. You can find out more about our priorities on our website: What we're looking to fund | Reaching Communities | The National Lottery Community Fund.

What happens next

We would only recommend reapplying if the feedback is addressed. There is no set amount of time you have to wait before you can reapply.

You may want to see our other funding programmes.

Support and next steps

If you need help to understand our decision, you can:

- email [redacted]
- call us on [redacted]

If you are unhappy with our decision

You may be disappointed with our decision on your application for funding. However you cannot appeal the decision. You can raise a complaint if you have evidence that:

- we have not followed our decision-making process correctly
- you have been treated unfairly

Find out how to make a complaint.

Thank you again for your time and for the work you do for your community.

Best wishes,
[redacted]

Head of Regional Funding

IMPORTANT PLEASE READ: This e-mail and its contents are confidential, and intended solely for the use of the individual to whom it is addressed, and protected by law . The contents of this message will not be in any way binding upon The Big Lottery Fund, now operating as The National Lottery Community Fund. Opinions, conclusions, contractual obligations and other information in this message, in so far as they relate to the official business of the Big Lottery Fund, must be specifically confirmed in writing by The National Lottery Community Fund. If you are not the intended recipient, please notify the sender immediately, be advised that you have received this email in error and that any use, dissemination, forwarding, printing, or copying of this email is strictly prohibited. Additionally, the information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. We take our responsibility to protect your data seriously. You can find our

privacy policy by visiting our website : https://www.tnlcommunityfund.org.uk/about/customer-service/data-protection.

H

Solar Electricity Export Tariff – Holmfirth Public Toilets

Background

Solar panels and battery storage were installed at Holmfirth Public Toilets in October 2025. It was been identified that arrangement for an export tariff was not put in place following the installation. Officers have now reviewed the available business export tariffs and the steps required to put an appropriate arrangement in place.

The installation is a relatively small 4.25kW solar array with battery storage. The Council holds the installation certification and the monitoring system records both electricity generated and electricity exported.

How an export tariff works

In simple terms, when the building cannot use or store all of the electricity generated by the solar panels, the surplus is sent into the electricity grid. An export tariff pays the Council for each unit of that surplus electricity.

This is separate from the contract under which the Council buys electricity. The toilets' existing electricity supply is with E.ON Next on a fixed business contract ending in November 2027.

Options reviewed

Business export rates checked in September 2026 include:

Example tariff	**Export payment**	**Relationship to electricity supply**	**Relevance to the Council**
E.ON Next Business Export v1	8.5p/kWh	Can sit alongside our existing E.ON supply contract	Available now. Fixed export rate for 12 months but no exit fee, so it does not prevent a wider review next year.
ScottishPower SmartGen	6p/kWh	Standalone export	Electricity supply does not need to move to ScottishPower. Variable rate. ScottishPower's terms contain some meter-class restrictions, so eligibility would need confirming before switching.
EDF SEG Export Variable	3p/kWh	Standalone export	Open whether or not EDF supplies the site's electricity. Variable rate with no exit fee.
British Gas non-supply business SEG	3p/kWh	Standalone export	Specifically available to businesses whose electricity is supplied by another company.
EDF Export 12M Small Business	15p/kWh	Import + export with EDF	Example for the 2027 review. Requires EDF to supply the site's electricity. Fixed export rate for one year with no export exit fee.

Example tariff	Export payment	Relationship to electricity supply	Relevance to the Council
ScottishPower SmartGen Premium	12p/kWh	Import + export with ScottishPower	Example for the 2027 review. Requires ScottishPower to supply the electricity. Rate is variable. Their 15p Premium Plus tariff would not apply to us because the panels also have to have been installed by ScottishPower.
Octopus Panel Power	12p/kWh	Import + export with Octopus Energy for Business	Example for the 2027 review. Business must receive its electricity from Octopus. Flat 12p export rate; our import tariff would be separately agreed with Octopus.

There are therefore some higher headline export rates in the market, but these generally require the Council to move its main electricity supply to the same provider. That is not presently practical while the existing fixed supply contract remains in place.

Of the standalone options reviewed, E.ON's current 8.5p business export tariff provides the strongest straightforward option without changing the Council's existing electricity supply. The E.ON export tariff is described as a 12-month fixed-rate tariff, but importantly there is no exit fee, so entering into it now would not prevent the Council reviewing the market again next year.

For context, the system recorded approximately 1,659 units of exported electricity between January and September 2026. At the current E.ON export rate this would equate to around £141. The sums involved are therefore modest, but there is a clear benefit in ensuring the Council receives payment for future exports.

Next steps

Officers can register the Holmfirth Public Toilets for the E.ON Next Business Export tariff, currently paying 8.5p per unit exported, subject to final eligibility checks.

This would allow the Council to begin receiving export payments now without tying the Council into the arrangement through an exit charge.

Ahead of the existing electricity supply contract ending on 1 November 2027, officers would then undertake a fresh comparison of the market, looking at the overall value of both electricity supply and export tariffs together. This will allow the Council to consider higher export rates which are only available where the same company also supplies the site's electricity.

Case Name: Honley War Memorial, Honley

Case Number: 1496233

Background
Historic England has received an application to assess Honley War Memorial for listing.

Asset(s) under Assessment
Facts about the asset(s) can be found in the Annex(es) to this report.

Annex	Name	Heritage Category
1	Honley War Memorial	Listing

Visits

Date	Visit Type
12 February 2026	Full inspection

Annex 1

The factual details are being assessed as the basis for whether the building/site should be added to The National Heritage List for England.

Factual Details

Name: Honley War Memorial

Location

Honley War Memorial, Green Cliff Cemetery,Green Cliff, Honley, HD9 6JN

County	District	District Type	Parish
	Kirklees	Metropolitan Authority	Holme Valley

History

The aftermath of the First World War saw the biggest single wave of public commemoration ever with tens of thousands of memorials erected across England. This was the result of both the huge impact on communities of the loss of three quarters of a million British lives, and also the official policy of not repatriating the dead which meant that the memorials provided the main focus of the grief felt at this great loss. One such memorial was raised in Honley as a permanent reminder of the sacrifice made by the local community in the First World War.

Honley War Memorial was unveiled by Lt Col Clement Armitage on 2 April 1921. It cost £500, raised by public subscription. Taking part in the ceremony were choirs from the village's churches, the vicar and several nonconformist ministers, local dignitaries, nurses, relatives of the dead and other local people. After prayers, hymns, speeches, the national anthem and a bugle call, wreaths were laid. On 3 October 1948, the memorial was rededicated following the addition of the names of 20 servicemen who died in the Second World War.

Details

War memorial, 1921 with Second World War additions.

MATERIALS: white granite, applied lead lettering.

DESCRIPTION: standing prominently at the entrance to Green Cliff cemetery, the memorial takes the form of an infilled Celtic cross with carved knot decorations and a moulded base. It rises from a tapered pedestal with a chamfered base, which is set on a square plinth on a square base. The front face of the shaft is inscribed SACRED TO / THE MEMORY / OF / OUR NOBLE / DEAD / WHO GAVE / THEIR LIVES / IN THE / CAUSE OF / FREEDOM/ DURING THE / GREAT WAR / 1914 / 1919 / AND / 1939-1945. The four sides of the pedestal record the names of the Fallen by forename and surname alphabetically. Further names are listed on the base of the pedestal and the plinth, the lowest of which is also inscribed THEIR NAME LIVETH FOR EVERMORE.

Selected Sources

Websites
Imperial War Museum, accessed 22 April 2026 from
https://www.iwm.org.uk/memorials/item/memorial/29253
War Memorials Trust - War Memorials Online, accessed 22 April 2026 from
https://www.warmemorialsonline.org.uk/memorial/137925
Other
Huddersfield Daily Examiner, 4 April 1921.
Yorkshire Observer, 4 October 1948.

Map

National Grid Reference: SE1371512281

© Crown Copyright and database right 2015. All rights reserved. Ordnance Survey Licence number 100024900.

The above map is for quick reference purposes only and may not be to scale. For a copy of the full scale map, please see the attached PDF – 1496254_1.pdf.

K

Tourism Proposal to Service Provision Committee 21 Sept 2026

This proposal is in respect of the HVPC priorities and action plan for the remainder of the 2026-27 period. The preference would be to work in partnership with Kirklees on this and I have been seeking confirmation from KC on their action plan in the wake of the publication of their Tourism Strategy 2026-29 which can be viewed by clicking here. However, at this time I can see no evidence of that strategy being translated into a commitment to an action plan and one that will significantly benefit us locally. I therefore propose that we in the Holme Valley pursue our own strategy, priorities and action plan. Our direction will largely mirror the KC strategy document in terms of promoting the Holme Valley as a destination of choice, the visitor experience, boosting the local economy, engaging the resident community and acknowledging their interests and needs, collaborative working. Therefore the future option exists to align our local strategy with that of Kirklees.

The Tourism budget line 4765 stands at £5,000 and I propose that £3,000 of this is committed to enable the following projects to be developed and realised.

Promoting the Fenella the Tiger story. This story is well known locally but still holds appeal for a lot of members of the community, for schools and for visitors. Books are available to buy and a family friendly trail can be followed to key locations related to the story. Professionally painted tiger paw prints can be embedded in the pavement at those locations, an particularly where the trail links to Hollowgate, together with a QR code and image Perspex plate in a nearby wall to link to an online resource. I propose that a £300 budget is committed to this.

Visitor coaches. Coach operators make use of apps to identify convenient destinations. We would seek to engage with these but also lobby Kirklees to ensure that local facilities can accommodate the needs of those coaches and their parties whilst also continuing to meet the needs of residents. Zero costs anticipated.

A new HVPC map of the local bus network is about to go to print. I aims to inform residents and visitors about their options and to promote sustainable travel including to outlying tourist attractions. It will seit alongside similar material from the Penistone Line Partnership, EPIKS and so on. Costs already budgeted for.

Tourism printed leaflets remain in demand despite the widespread use of digital channels. Current efforts at Holmfirth Tourist Information aim to have these made more widely available via local businesses, particularly those who are open to the public on Sundays and public holidays. Zero costs anticipated.

The Windows on the Past Heritage Trail information panel located on Towngate has already been identified by HVPC as in need of renewal and this could now include a link to the digital version. I understand that there is no expectation of a change to that place in the near future under the Holmfirth Blueprint and I therefore propose that a £1200 budget is committed to this.

A commemoration event will be held in February 2027 for the 1852 Bilberry Dam Flood. Organised by Holmfirth History Group and using the Civic, Holmfirth. I propose that a £200 budget is committed to this, but not if a separate grant is awarded.

The Tour de France Femmes cycling race in July 2027 will pass through Meltham and over Wessenden Head which will be the highest climb of the day. The expectation is for a large attendance and benefits for the hospitality sector in the Holme Valley as well as a boost for cycling interests. We have already started working with Meltham Town Council and Holmfirth Cycling Club to plan a programme. This will fall into the 2027-28 year but advance promotion is likely in 26-27 and I propose that a £300 budget is committed to this.

The Bamforth Studio story is popular and offers a lot of visitor potential and we will work in partnership with others to preserve, develop this and exploit it. I propose that a £500 budget is committed to developing this.

The Heritage Hub project is already being supported by HVPC and will roll out before the end of 2026, offering visitors, residents and schools a growing resource of information and ideas in a physical space and online. It will link with related activities such as heritage trails.

We have discussed before how existing and new trails offer residents and visitors independent options to discover our sites and places of interest. QR code signs at key locations link to online information and downloadable maps and, in time, might be developed to audio guides. We are now linking to a new initiative that promotes the same around Holmfirth in a fun way. I propose that a £500 budget is committed to the purchase and installation of the signs.

Cllr Lawrence Baylin

15 Sept 2026

-----Original Message-----
From: [redacted]
<[redacted]>
Sent: 19 July 2026 15:59
To: [redacted]
Subject: Serious Concerns re Value for Money – KYA Holme Valley Youth Work Funding

Dear [redacted].
Thanks for your work, I really appreciate the urgency and thoroughness you approached my recent query.

I have reviewed the full set of KYA quarterly reports and financial appendices for the Holme Valley youth provision.

I am increasingly concerned that the Parish Council is spending at least
£25,000 per year (plus significant recharges and management fees) for what appears to be very limited impact. On the reported attendance figures, this equates to roughly £500 per child per year — attendance figures which, I suspect, may very well be inflated.

The reports contain a lot of repetitive language around "next steps", partnerships, and rebrands, while actual growth (especially in Honley) has been slow and some school sessions have already been discontinued. A substantial portion of the funding is going on KYA's 10% management fee and recharges to other bodies (Café 100, Enabling Youth CIC, Honley Youth CIO). This looks like we are paying premium rates for overheads and external management on top of relatively modest direct youth work delivery. In addition there are other payments to Cafe 100.

To allow proper scrutiny at the next Services Provision Committee meeting, please provide full answers backed up with verified quantitative data, not qualitative and unverified statements, for example from unknown parents, to the following:

1. Holme Valley-Only Metrics
Exact names from the attendance register and number of individual Holme Valley young people reached (not blended or re-registered figures) and clear attendance trends over the four years.

2. Cost-Per-Child
Precise cost-per-young-person for the core offer by year. How does this compare to similar rural youth projects?

3. Outcomes
Concrete results from the Outcome Star by date concluded and by date they were received by HVPC and from whom. (The Outcome Star Evaluation was introduced in Q3 2025-26 report (Jan 2026), [redacted]/KYA state: "KYA introduced to the Outcome Star model for evaluation…" or any other evaluation — not just session counts and qualitative unverifiable quotes.

4. Sustainability
Realistic plan for 2026-27 without ongoing large Parish Council subsidy.

5. Appropriate Child Protection Compliance.
Please ask KYA for copies of the Annual DBS Accreditation for the Youth worker for the last four years.

6. Full Financial Transparency

Unredacted Appendix 1 for every quarter for the past four years showing all lines including snacks, room hire, sports coach fees, project costs, electricity, and particularly management fees, how much, when, and to whom. I am particularly interested in payments made to the KYA, & Cafe
100 including tangential payments to Holmfirth Tech to support the youth worker.

Also, from the appropriate minutes, can you identify, by name, the Councillors who proposed and seconded these individual payments, by payment and by date.

I expect these points to be fully addressed for the next meeting in September. I think it's reasonable for you to address these points and email the results in a report to me by the end of August ie seven weeks from today, although, ideally, you may choose to address these points sooner.

Thankyou once again for your fulsome and timely responses,

Kind regards
Cllr Butler

Mi

Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: deputyclerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460

Grant Application Form

Please complete and return to the deputy clerk by email or post as above.

Grants are awarded in September and February. Your application must be submitted by the end of July to be considered in September and the end of January to be considered in February.

There is an explanation of the types of grants available in Section 6, p5.

Honley Christmas Lights and Trees display encourages our community, residents and visitors to shop locally bringing festive spirit to Honley.

1	Contact Details
Name of organisation	Honley Business Association
Address	[redacted]
Postcode	[redacted]
Contact person	[redacted]
Position in group	Voluntary Committee Member (Christmas Festivities)
Correspondence address **Postcode**	As above
Daytime phone	[redacted]
Evening phone	[redacted]
Email	[redacted]

2	About your organisation
What sort of group are you? - put an 'x' in the box	• Unregistered community group [X] • registered charity [ ] • Other (please state) [ ] ➢ .....
Charity or other Registration No	If applicable
When did the group start?	2013
How many people are involved in running your group?	Trustees: Unpaid Management Committee: *8* Paid F/T Staff: Paid P/T Staff: Volunteers (excluding Management Committee): *50+*

3	Your Finances
Income (last year)	£23,649.
Expenditure (last year)	£15656.
Reserves held	£42,945.
Describe the position of any reserves ie how much is held against contingencies and whether any is earmarked for specific projects	To support the membership we organise a networking and training/upskilling events to promote and enhance their business needs. We support local projects i.e. CCTV and provide events for the community, to bring footfall into Honley and trade to the local businesses. The reserves are for licences and insurance for the activities of the HBA group and to enhance the village with ad-hoc support and sponsorship and working with other voluntary groups. Our events equipment has storage facilities paid for out of these reserves. We have an annual contract with a social media partner which is paid for out of the reserves and

	offered free to our membership - to enhance the profile of the businesses with media coverage and maintain a website and 2 facebook groups to ensure maximum exposure to the membership
Describe the current financial position of your organisation including the current balance on your combined accounts	£51215.27 We are reliant on unpaid volunteers and membership fees from business members with a view to make Honley a better place to attract outside parties into the village.

4	Your Bank Account	
If your group does not have its own bank account, are you planning to use the bank account of another organisation with its permission? (Delete as needed)		**NOT APPLICABLE**

Account Name	[redacted]
Sort Code	[redacted]
Account Number	[redacted]

5	Your Project

Outline the project that you are seeking a grant for (Maximum 500 words)

We have a team of volunteers who install festive lighting and miniature Christmas trees on to wall brackets above the businesses along the main streets in Honley.

These trees are a focal point for our community and encourage the residents and visitors to come to the shopping areas of Honley to shop locally and eat/drink and visit the village of Honley. This footfall is vital for the small businesses to be viable, the Christmas shopping experience is further enhanced by the volunteers who organize music and festive events including a grotto and street market in the areas where the trees and lights are prominently featured.

This is an annual purchase and activity organized by HBA volunteers, and we would like

to apply for a ROLLING GRANT for this funding to purchase these trees and lights (upgraded as needed) if possible please.

Why do you feel your project is worthwhile? (Maximum 500 words)

Following on from a very tough 2025, this has still been a tough year with different businesses closing and empty premises on the main shopping streets of Honley. We believe that our local community needs constant reminders and suggestions to use local businesses. We believe that by decorating the village with trees and lights and creating a festive atmosphere we can encourage visitors to the local shops as well as supporting the annual Christmas street market, bringing in around 2000 people into the village. This really kicks off the Christmas season to our community and reminds them to shop locally. The installation of our trees and lights is a massive undertaking for our volunteers with around 15 nights of them coming out to bedeck the village. We regularly need to carry out maintenance or renewal of brackets, timers or lights alongside regular requirements with this year being no different.

This project has become a staple of the Honley Festive celebrations of Christmas, and the public look forward to the lights being switched on and the whole festive experience begins with the installation of the trees and lights and brings joy to the village community and its visitors which in turn increases the footfall in the village

Which of the Parish Council's grants priorities does your project meet (tick all that apply)

- ☐ **Combating the climate emergency**
- ☐ **Promoting and enhancing biodiversity and the natural environment**
- ☐ **Supporting local residents in greatest need**
- ☒ **Promoting the mental health and physical wellbeing of local residents**
- ☒ **Encouraging social interaction by the provision of activities and events**
- ☐ **Protecting local heritage – the physical environment and cultural heritage**
- ☐ **Supporting community-owned assets, eg village halls, parks, gardens and open spaces**
- ☒ **Promoting festivals and tourism**

How will your project benefit the people of the Holme Valley? (Maximum 200 words)

The Parish Council can only give out grants that directly benefit the people of the Holme Valley

The Christmas lights and trees lift people's spirits throughout the village. The number of community members and visitors who come to the village is a boost to the local businesses.

The atmosphere in Honley when the festive events are on, which brings all our community together with activities for all the family to take part in and at subsidized prices that make our village accessible and affordable to all.

A warm welcome to all is enhanced by the festive feel of the village and families come from all across the Holme Valley to enjoy our village trees and lights and this footfall helps support the local businesses. The many photographs and social media posts

encourage reaches further afield and this is good for the interest in the Holme Valley as a thriving place to live and work.

Who in the Holme Valley will benefit? How many people will benefit? (Maximum 200 words)

- the general population, ◆ children under 16, ◆ young people under 25, ◆ older people over 60, ◆ disabled people, ◆ people of minority ethnic origin, ◆ particular groups, ◆ other

The whole community gets involved during the lead up to the events.

HBA committee offer out volunteering opportunities through word of mouth and through our social media activities; encouraging our community to get involved in a way that suits their availability, skills and needs.

No one is turned away we can find a role suited to anyone who applies. Often our outdoor teams have 20+ of our mature mostly male, volunteers who put the trees and lights up, aged between 35 to 75 with them all enjoying socializing with others.

Around 40 volunteers (including school advocates) get involved with the street market, the Grotto and children's games.

2000+ visitors of all ages from young children to the elderly come into the village for events all around Honley known locally as "Honley Together" which encourages socializing with others and promotes "Shopping Local"

And not forgetting the many people who take a walk around the village just to see the Christmas decorations and hear the festive music organized by HBA to promote wellbeing and joy to the community and enhance the festive and community spirit our village is well known for. Social Media promotion usually features the trees and lights and encourages families and individuals to come to the village and see what it has to offer, meet new people and join in the events organized alongside these displays.

How will your project address the ongoing climate emergency? (Maximum 200 words)

The lights we use are LED bulbs minimizing the energy required to light up Honley. They are installed by volunteers not using electric lifts on vehicles to each tree bracket saving carbon emissions. By making Honley a beautiful Christmassy environment lighting up the village encourages people to walk around even on dark evenings, rather than use the car.

We try to source the trees from as near as possible to keep our environmental impact low. We are reducing the amount of trees by 50% this year which will help more habitats preserved and less fragmentation of eco systems alongside many others.

We have considered our environmental footprint by using real trees as on researching

the alternatives it seems manmade trees would need to be used/stored for 10 times use /years before their footprint is less than using real trees, especially when after Christmas we have all our trees chipped; with these chips going to our community garden and graveyard to rot down and infill holes, not sent to landfill.

We try to source the trees from as near as possible to keep our environmental impact to a minimum.
We would also need additional storage to store manmade trees needing heat and lighting which would also increase carbon emissions, so we do not feel this is a viable alternative.

6 Grants from Holme Valley Parish Council

Put an "**X**"

Grant 1: Assets Grants • This grant applies to "built" public amenities such as a community hall, band-room, clubhouse, park or outdoor space in community ownership. It includes the Parish Council's own buildings. This grant might pay for repairs, renovations, or new equipment for these locations. In very special circumstances, other expenditure of a community asset may be funded from this budget line. • Maximum award is £5,000.	
Grant 2: Projects, Events and Other Activities Grants • This applies to all other grants. Applicants from community groups could apply for funding support for one-off events like festivals, for short-term projects, for equipment and resources and anything else which may benefit the Holme Valley. • Maximum award is £1,500.	X

If you are unsure about which grant to apply for, contact the Parish Council on 01484 687460 or email: deputyclerk@holmevalleyparishcouncil.gov.uk

7 Your Project Budget Plan

Item	Cost (net)	VAT	Where will the funding come from? - reserves, fundraising, donations, other grant awards or Holme Valley PC	Amount requested from the Parish Council
115 Qty of Trees at £13.50 each plus VAT (based on last years quote – may differ this year)	1552.50	310.50	Reserves and charges to the business premises where the trees are displayed	1500.00
Delivery of above	80.00	16.00	reserves	

Project Total Cost	1632.50	326.50	Total amount requested from HVPC	1500.00

- **The Parish Council would appreciate it if you could detail any VAT incurred by your project.**
- **The Parish Council may be able to reclaim VAT.**

Do you anticipate any income from this project?
If, so, how much? If so, what will the organisation do with the money?

Some of the business premises make a contribution towards the installation of the lights and trees

Has the group applied elsewhere for other grants to fund this project? *If yes, please give details.*

NO

Has the group received a grant from the Parish Council in the last five years?	YES 2021 - £5000 – CCTV replacement 2021 - £5000 – Play equipment to Kirklees Older Youths 2021 – Christmas Activities - £1000 2022- Christmas Activities £1000 2022 – CCTV Maintenance £1560 2023 – Christmas Activities £1250.00 2023 – CCTV Maintenance £2800 2023 – Honley Open Gardens joint event £1000 2023 – Honley Map £1000 2024 – Honley Defribrillator provision - £1000.00 2024 – Christmas Provision £250.00 2024 – Christmas Activities £1250.00 2024 – CCTV Maintenance - £1560.00 2025 – rolling grant CCTV £1568.00 2025 - Honley Open Gardens £1000.00 2026 – rolling grant CCTV £1568.00

8 **Documentation -** Please ensure you enclose the following with your application:	
1. This Application form	YES
2. Your constitution or group rules (if you have them, if not please describe your management structure on a separate sheet)	YES NO N/A
3. Last 3 years accounts (if you have them)	YES NO N/A
4. Copy of your bank statements on your main account for the last 6 months	YES NO N/A
5. Copies of your most recent bank statement for each of your accounts	YES NO N/A
6. Copies of written estimates/quotations for purchases (if relevant)	YES NO N/A
7. A business plan (only for applications over £5,000) or a one-year action plan (for applications over £2,000)	YES NO N/A

9 Declaration

- I am authorised to make the application on behalf of the above organisation.
- I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded.
- I have filled in every section of the application form.
- I certify that the information contained in this application is correct.
- If the information in the application changes, I will inform the Council.
- I give permission for the Council to record the details of my group electronically and to contact us by phone, mail or email regarding this application.
- If the application is successful, I give permission for the Council to publicise the project in the local media and on its website.
- I agree to provide a report, including photographs, to the Council, indicating how the grant awarded has been spent, within two months of completion.

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

Name	[redacted]
Signature	[redacted]
Position in organisation	Voluntary Committee Member Honley Business Association

Date	27/08/26

Send the completed application form, together with all supporting documentation, preferably in PDF format to: deputyclerk@holmevalleyparishcouncil.gov.uk

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

Mii

Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: deputyclerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460

Grant Application Form

Please complete and return to the deputy clerk by email or post as above.

Grants are awarded in September and February. Your application must be submitted by the end of July to be considered in September and the end of January to be considered in February.

There is an explanation of the types of grants available in Section 6, p5.

In under 20 words, tell us what the grant would pay for?

Contribution towards cost of Christmas lights, trees and celebration event in Holmfirth.

1	Contact Details
Name of organisation	Holmfirth Christmas Team
Address	[redacted] (Chair's address)
Postcode	[redacted]
Contact person	[redacted]
Position in group	Chair
Correspondence address **Postcode**	[redacted] [redacted]
Daytime phone	[redacted]
Evening phone	[redacted]

Email	[redacted] (please use both so I can pick up any communication promptly)

2	**About your organisation**
What sort of group are you? - put an 'x' in the box	• Unregistered community group [x] • Registered charity [ ] • Other (please state) [ ] ➢ .....
Charity or other Registration No	N/A If applicable
When did the group start?	2016
How many people are involved in running your group?	Trustees: Unpaid Management Committee: *8* Paid F/T Staff: Paid P/T Staff: Volunteers (excluding Management Committee): *30*

3	**Your Finances**
Income (last year)	£9,641 (to end Feb 26)
Expenditure (last year)	£9,981
Reserves held	£8,980
Describe the position of any reserves ie how much is held against contingencies and whether any is earmarked for specific projects	We have developed reserves over recent years so we can replace deteriorating light strings and avoid any gaps in coverage. We also have to do PAT testing of our lights every three years which costs £1000 each time. We always aim to have reserves to fund a year's display and entertainment so we can purchase lights and equipment as needed for the forthcoming season. We have therefore sought to build up our reserves allowing us to plan for the new event space in Holmfirth which when finished will allow us to extend lighting in

	Hollowgate. Having reserves to do this is vital to effective planning.
Describe the current financial position of your organisation including the current balance on your combined accounts	Our current balance in our bank account is £8942

4	Your Bank Account	
If your group does not have its own bank account, are you planning to use the bank account of another organisation with its permission? (Delete as needed)		**NOT APPLICABLE**

Account Name	[redacted]
Sort Code	[redacted]
Account Number	[redacted]

5	Your Project

Outline the project that you are seeking a grant for (Maximum 500 words)

Holmfirth Christmas Team has been decorating Holmfirth town centre for ten years and every year, we seek to improve and enhance the display. Our approach using over 3km of high-quality commercial grade LED lights through the town brightens up the winter evenings for everyone. We expect to need to replace lights each year as they gradually wear out and we have had to change to a new provider of lights as our previous supplier has stopped producing our preferred lights. However, having tested this other supplier last year, we have identified an equally high-quality set of LED lights which we will now use within our display (https://www.festive-lights.com/outdoor-led-string-fairy-lights-connectable-black-rubber-cable#217=1584&193=10&smsize=10)

Now that the new market area is approaching completion, we have identified that we

will need an additional £2000 of lights to allow us to light up that area effectively. This cost includes lights, plugs, splitters, cables and any fastenings required. We had hoped to access power sources from the Kirklees Council funded scheme but after multiple attempts to discuss options with the Council, it was regrettably confirmed that there would not be any power sources we could use on that site in the short term.

We are therefore looking for a contribution towards these additional lights as we had not anticipated needing so much infrastructure in this area. We have also requested a small contribution towards the Christmas Celebration Event on 21st November when we will be organising live music, activities, Santa's Key Hunt and a tractor parade.

Why do you feel your project is worthwhile? (Maximum 500 words)

Making the town look festive every Christmas helps brighten up our local town and is appreciated by residents and visitors alike. Following two incredibly challenging years for local businesses with the town blighted by roadworks, it is essential that we help encourage people to visit and enjoy Holmfirth at its finest. Funding the decoration of Holmfirth is a real team effort with volunteers giving their time, businesses helping contribute to the costs of lighting and organisations such as HVPC helping us cover the costs. We believe this collaborative approach helps bring the town together and also allow us to draw more people in to boost footfall and the vibrancy of Holmfirth. Last year's event brought huge numbers of people into the town and we believe it will again. By lighting up the new market area and celebrating the new facilities which should be in place by then, this allows us to bring people together for the festive season, explore the many shops and services on offer in our town.

The Christmas Celebration is free to attend and open to all, allowing all ages to come together and start the festive season. Our festive display is a highlight in our area with unanimous support for our traditional and extensive display and we believe it genuinely helps people feel better about their local area and appreciate the beautiful area we live in.

Which of the Parish Council's grants priorities does your project meet (tick all that apply)

- ☐ **Combating the climate emergency**
- ☐ **Promoting and enhancing biodiversity and the natural environment**
- ☐ **Supporting local residents in greatest need**
- ☒ **Promoting the mental health and physical wellbeing of local residents**
- ☒ **Encouraging social interaction by the provision of activities and events**
- ☐ **Protecting local heritage – the physical environment and cultural heritage**
- ☐ **Supporting community-owned assets, eg village halls, parks, gardens and open spaces**

☒ **Promoting festivals and tourism**

How will your project benefit the people of the Holme Valley? (Maximum 200 words)
The Parish Council can only give out grants that directly benefit the people of the Holme Valley

Everyone who lives in, near or travels through Holmfirth can appreciate the lighting display from mid- November until early January. This brings festive joy and helps attract people into the town, which is particularly important given the 2 years of disruption due to roadworks. Our event and just seeing the lights go up each year helps remind people of the range of businesses within the town, boosting footfall and by us lighting up the new bridge area, should help build appreciation and awareness of the town centre improvements which have been / are being made through the ongoing works. Overall, this helps build a sense of community pride in Holmfirth and raise the profile of the town more widely as it is recognized as having a beautiful lighting display each year. Last year, we featured on local radio and national press, which all helps improve awareness of the town and brings more visitors and footfall helping local businesses thrive.
We seek to source local entertainers and performers in our Christmas Celebration event and Santa's Key Hunt which we ran last year was incredibly successful as well as warmly welcomed by local businesses who saw increased sales that day.

Who in the Holme Valley will benefit? How many people will benefit? (Maximum 200 words)
- the general population, ◆ children under 16, ◆ young people under 25, ◆ older people over 60,
- disabled people, ◆ people of minority ethnic origin, ◆ particular groups, ◆ other

The general population in the Holme Valley.
Our Christmas Lights Celebration Event in the centre of the town is also free so everyone can enjoy it and similarly, the lights are for all to appreciate.

How will your project address the ongoing climate emergency? (Maximum 200 words)

We use LED lights for our display, minimizing the energy required to light up Holmfirth. By making Holmfirth a warm, attractive place to walk around even on dark evenings, it helps encourage people to walk around town, rather than drive.

We have considered our environmental footprint and a few years ago, we reduced the number of Christmas trees we included in our display, generally using three large ones and approximately 60 smaller ones. We source the larger trees and the holders / brackets from local businesses whenever we can. After the display, our trees are collected and disposed of locally by a local farmer, not sent to landfill. Many are in fact consumed by his goats!

We have previously done some research comparing real trees to artificial trees as an alternative and established that a fake tree has to be used approximately 10 times before its footprint in production reaches the same as a cut tree. We would also need additional storage facilities to store these trees so we do not feel this is a viable alternative.

6 Grants from Holme Valley Parish Council

Put an "**X**"

Grant 1: Assets Grants	
• This grant applies to "built" public amenities such as a community hall, band-room, clubhouse, park or outdoor space in community ownership. It includes the Parish Council's own buildings. This grant might pay for repairs, renovations, or new equipment for these locations. In very special circumstances, other expenditure of a community asset may be funded from this budget line. • Maximum award is £5,000.	

Grant 2: Projects, Events and Other Activities Grants	
• This applies to all other grants. Applicants from community groups could apply for funding support for one-off events like festivals, for short-term projects, for equipment and resources and anything else which may benefit the Holme Valley. • Maximum award is £1,500.	

If you are unsure about which grant to apply for, contact the Parish Council on 01484 687460 or email: deputyclerk@holmevalleyparishcouncil.gov.uk

7 Your Project Budget Plan

Item	Cost (net)	VAT	Where will the funding come from? - reserves, fundraising, donations, other grant awards or Holme Valley PC	Amount requested from the Parish Council
New lights x 45 x £32.99, Splitters x 8 x £13.99, Power supplies x 3 x £13.99 Long extension leads x 4 x £13.99 Short extension lead x 1 x £9.99 **TOTAL lights for new market area**	1484.55 111.92 41.97 55.96 9.99 **£1736.43**	Inc at 20% in figures in net column	Parish Council - £1500 Fundraising with businesses - £500	£1500
New lights x 20 x £32.99,	£659.80	Inc at	Fundraising with businesses	

Splitters x 4 x £13.99, Power supplies x 3 x £13.99 Long extension leads x 2 x £13.99 **Additional lights required in other locations where new cables etc required**	£55.96 £41.97 £27.98 **£785.71**	20% in figures in net column		
Fixings for lights, replaced external plugs on businesses due to any damage & plastic storage boxes	Estimated at around **£500** but dependent on inspection in the autumn	Inc at 20% in figures in net column	Fundraising with businesses	
Purchase of trees for display	£1200	Inc at 20% in figures in net column	Fundraising with businesses	
Insurance costs for lights and event	£675	Inc at 20% in figures in net column	Fundraising with businesses	
Entertainment & associated social media for Christmas Celebration event	£1500	N/A	HVPC - £500 Fundraising with businesses and Fundraising at the event itself - £1500	£500
Miscellaneous & bank charges	£250	N/A	Reserves	
Project Total Cost	**£7147.14**		**Total amount requested from HVPC**	**£2000**

- **The Parish Council would appreciate it if you could detail any VAT incurred by your project.**
- **The Parish Council may be able to reclaim VAT.**

Do you anticipate any income from this project?
If, so, how much? If so, what will the organisation do with the money?

Donations from residents and visitors including donations at the Christmas Celebration may raise up

to £500. We will reinvest this money in next year's event.

Has the group applied elsewhere for other grants to fund this project? *If yes, please give details.*
No.

Has the group received a grant from the Parish Council in the last five years?	YES 2025 - £1500 towards lighting 2024 – £1000 towards lighting 2023 - £1000 towards lighting 2022 - £1000 towards lighting 2021 - £1000 towards lighting 2020 – Did not apply (used reserves during COVID) Please give details

8 Documentation - Please ensure you enclose the following with your application:

1. This Application form	**YES**		
2. Your constitution or group rules (if you have them, if not please describe your management structure on a separate sheet)	**YES**	NO	N/A
3. Last 3 years accounts (if you have them)	**YES**	NO	N/A
4. Copy of your bank statements on your main account for the last 6 months	**YES**	NO	N/A
5. Copies of your most recent bank statement for each of your accounts	YES	NO	N/A
6. Copies of written estimates/quotations for purchases (if relevant)	**YES**	NO	N/A
7. A business plan (only for applications over £5,000) or a one-year action plan (for applications over £2,000)	YES	NO	N/A

9 Declaration

- I am authorised to make the application on behalf of the above organisation.
- I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded.
- I have filled in every section of the application form.
- I certify that the information contained in this application is correct.
- If the information in the application changes, I will inform the Council.
- I give permission for the Council to record the details of my group

electronically and to contact us by phone, mail or email regarding this application.

- If the application is successful, I give permission for the Council to publicise the project in the local media and on its website.
- I agree to provide a report, including photographs, to the Council, indicating how the grant awarded has been spent, within two months of completion.

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

Name	[redacted]
Signature	[redacted]
Position in organisation	Chair
Date	20/8/26

Send the completed application form, together with all supporting documentation, preferably in PDF format to: deputyclerk@holmevalleyparishcouncil.gov.uk

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