

HEBDEN ROYD TOWN COUNCIL

Meeting of the COST OF LIVING CRISIS COMMITTEE held 17th OCTOBER 2022

MINUTES

PRESENT: Councillors: Guilfoyle, Needham & Wood.

Clerk: J. Boom.

INITIAL MEETING – TASK & FINISH MINUTES

1. APOLOGIES & SUBSTITUTES

Cllr Boggis & Stevens with Cllr Wood substituting.

2. TASK & FINISH GROUP STRUCTURE

A Chair will be elected at the next meeting, it was felt that external co-opted members were not needed with networking via the Local Action Group.

3. DELEGATED POWERS & BUDGET

It was confirmed that a budget of £30K had been allocated for this committee with powers delegated from full council as follows:

To decide and incur expenditure within budget on schemes and grant applications that support efforts to reduce the impact of the cost of living crisis on residents of Hebden Royd.

4. HRTC REPRESENTATIVES ON OTHER BODIES

- a) Anti-Poverty Steering Group - the invitation to the event on the 3rd November should be accepted. A member to attend to be decided at the next meeting.
- b) Local Action Groups – Luddendenfoot & Calder Wards, as above, a member to be decided at the next meeting.

See below.....

5. POSSIBLE AREAS OF HRTC SUPPORT

a) Food/Voucher Support

The meeting discussed principles for supporting local organisations with direct donations to residents in need of assistance, the following were supported:

- A registration process for those benefitting directly would be expected.
- It is a prerequisite that groups share information with others, while ensuring GDPR are not contravened this is to ensure support is not duplicated. HRTC may request to inspect data to ensure groups are collaborating.
- Groups should be open regarding duplication of support, HRTC would want to support them to reduce it.

The meeting discussed donations of food or vouchers and both were seen as appropriate.

b) 'Warm spaces'

The group felt a payment for 'additional' sessions was appropriate with an encouragement that activities should also be encouraged.

c) Community Meals

These were supported with a suggestion that those attending should 'pay what they feel' to support the initiative, again a payment towards the costs was appropriate.

Some concern was raised regarding advantage being taken by those able to provide for themselves hence the 'pay what you feel'.

d) HRTC Staff

The meeting was concerned about how the public may react to a one off payment for all staff. Including only certain grades of staff was suggested. The meeting suggested a 'fund' for staff to call on if they wish with a clearly defined finishing date and maximum claim value.

The meeting felt clear justification was needed so that it can be communicated.

e) Other suggestions

None were made.

It was felt that all initiatives should be launched together to maximise impact for those benefitting and for the impact of communication.

6. COMMUNICATION

HRTC to circulate information.

7. GROUP PROGRESS & REVIEW

The meeting understood how this committee was to work within the constraints of the budget process and the precept setting windows.

Date of Next Meeting – Agreed as Tuesday 25th October starting at 10am, acknowledging that some have indicated that they may not be able to attend at this time.

**Meeting of the COST OF LIVING CRISIS COMMITTEE
held 25th OCTOBER 2022**

MINUTES

PRESENT: Councillors: Boggis, Guilfoyle, Needham, Stevens & Wood.

Clerk: J. Boom.

- 1. APOLOGIES & SUBSTITUTES**
Cllr Fraser with Cllr Wood acting as a substitute.

See below.....

Proposed by Cllr Stevens

Seconded by Cllr Wood

RESOLVED that: Cllr Needham be chair of this committee.

Proposed by Cllr Wood

Seconded by Cllr Boggis

RESOLVED that Cllr Stevens be deputy chair of this committee.

Cllr Guilfoyle declared a non-pecuniary interest as a volunteer at Calder Food Support.

Cllr Boggis declared a non-pecuniary interest as chair of Governors at Burnley Road school.

8. **DELEGATED POWERS & BUDGET**

The meeting reviewed and confirmed their understanding of the powers delegated to them along with a budget of £30K that has been allocated for this committee with powers delegated from full council as follows:

To decide and incur expenditure within budget on schemes and grant applications that support efforts to reduce the impact of the cost of living crisis on residents of Hebden Royd.

9. **HRTC REPRESENTATIVES ON OTHER BODIES**

a) Local Action Groups – Luddendenfoot & Calder Wards

Proposed by Cllr Stevens

Seconded by Cllr Guilfoyle

RESOLVED to nominate Cllr Boggis as the representative on the Luddendenfoot Ward Action Group.

Proposed by Cllr Guilfoyle

Seconded by Cllr Stevens

RESOLVED to nominate Cllr Needham as the representative on the Calder Ward Action Group.

b) Anti – Poverty Steering Group

Proposed by Cllr Guilfoyle

Seconded by Boggis

RESOLVED that the Town Clerk and Cllrs Needham & Cllr Hayes as previously nominated by Full Council.

c) Food Poverty Network

The meeting agreed to not provide a representative at the moment but remain vigilant to their actions.

10. **POSSIBLE AREAS OF HRTC SUPPORT**

The meeting considered the application form/guidance notes submitted for consideration and the principles contained within.

Changes were agreed and made along with the formal application form.

Proposed by Cllr Stevens

Seconded by Cllr Guilfoyle

RESOLVED to adopt the papers as amended.

These forms should be circulated and completed with the first meeting to be held on Monday 31st October at 1.30pm.

The forms should be circulated widely and the Local Action Groups to be included in this.

The meeting discussed the support of HRTC Staff with the options that a fund be created for staff to apply for or a standard payment made staff after application. This was rejected.

Proposed by Cllr Guilfoyle

Seconded by Cllr Stevens

RESOLVED to award an amount of £150 per member of staff for the period to the end of March 2023 as an employer supporting staff.

In line with many employers HRTC are providing all staff with a modest grant to help with the cost of living crisis recognising the challenges that are affecting us all. These payments will be made out of existing staffing budgets in December 2022.

A data set from the Anti-Poverty Steering Group specific to Hebden Royd should be sort to allow the creation of a base line from which to measure progress as the work of the committee develops.

Date of Next Meeting – Monday 31st October at 1.30pm for consideration of applications

**Meeting of the COST OF LIVING CRISIS COMMITTEE
held 31st OCTOBER 2022**

MINUTES

PRESENT: Councillors: Boggis, Fraser, Needham, Stevens & Wood.

Clerk: J. Boom.

214. Apologies for Absence and any substitutions

Cllr Guilfoyle with Cllr Wood substituting.

215. Members` Interests relating to agenda items for this meeting.

None were declared at this time.

**216. Matters arising from Minutes of Meetings held 17th & 25th October 2022
not itemised on this Agenda**

No points were raised.

217. REQUESTS FOR FINANCIAL ASSISTANCE FROM THE COUNCIL

a) Calder Food Support

Providing Food Bags to Families in Need. £5,000.00

Proposed by Cllr Needham

Seconded by Cllr Stevens

RESOLVED to award £5,000.00 with the applicant being encouraged to actively engage with the Food Poverty Network and provide appropriate data to the Town Council, when requested, to ensure the duplication of services with other groups is minimised.

b) Calder Community Cares

Direct Food Support and Direct Energy Saving Tips £5,000.00

Calder Community Cares were unable to attend the meeting.

It was agreed to arrange a meeting on Tuesday 15th November at 10.30am to consider this application along with any others that may be presented and other points that need to be considered.

Meeting finished at 2.45pm.

**Meeting of the COST OF LIVING CRISIS COMMITTEE
held 24th NOVEMBER 2022**

MINUTES

PRESENT: Councillors: Boggis, Fraser, Guilfoyle, Needham & Stevens.

Clerk: J. Boom.

- 263. Apologies for Absence and any substitutions**
All members were present.
- 264. Members` Interests relating to agenda items for this meeting.**
None were made at this time.
- 265. Matters arising from Minutes of Meetings held 15th November 2022 not itemised on this Agenda**
No points were raised.
- 266. REQUESTS FOR FINANCIAL ASSISTANCE FROM THE COUNCIL**
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| a) Cragg Vale Community Association | £3,781.00 |
| It was proposed by Cllr Needham | |
| Seconded by Cllr Boggis | |
| RESOLVED to award £3,781.00 | |
| b) Hebden Bridge Methodists | £925.00 |
| It was proposed by Cllr Fraser | |
| Seconded by Cllr Guilfoyle | |
| RESOLVED to award £925.00 | |
| c) Hebden Bridge Community Association | £3,220.00 |
| It was proposed by Cllr Fraser | |
| Seconded by Cllr Needham | |
| RESOLVED to award £3,220.00 | |
| d) Hope Baptist Church | £4,010.00 |
| It was proposed by Cllr Fraser | |
| Seconded by Cllr Needham | |
| RESOLVED to defer this application until the meeting of the 8 th December 2022 and invite the applicant. | |
| e) Mytholmroyd Community Centre | £800.00 |
| It was proposed by Cllr Guilfoyle | |
| Seconded by Cllr Fraser | |
| RESOLVED to award £800.00 | |
| f) St James Church | £800.00 |
| It was proposed by Cllr Fraser | |
| Seconded by Cllr Guilfoyle | |
| RESOLVED to award £800.00 | |

267.

COST OF LIVING CRISIS REPORTS

It was confirmed that the Luddendenfoot Ward Local Action Group had met. Cllr Boggis had not received clear confirmation of the meeting date and time and will contact them to be certain of future meetings. The Calder Ward Local Action Group are yet to meet.

Meeting finished at 12.10pm.

The next meeting is to be on Thursday 8th December in the Greenwood Room at 1pm.

**Meeting of the COST OF LIVING CRISIS COMMITTEE
held 19th January 2023**

MINUTES

PRESENT: Councillors: Needham (Chair) Fraser, Guilfoyle & Wood.

Clerk: J. Boom.

327. Apologies for Absence and any substitutions

Cllrs Boggis & Stevens.

328. Members` Interests relating to agenda items for this meeting.

None were declared at this time.

329. Matters arising from Minutes of Meetings held 24th November 2022 not itemised on this Agenda.

The meeting asked the clerk to approach Sarah Richardson of CMBC to seek to confirm if the CMBC Calder Ward Action Group had convened a meeting to discuss the Cost of Living Crisis.

330. REQUESTS FOR COST OF LIVING CRISIS FINANCIAL ASSISTANCE FROM THE COUNCIL

a) Hope Baptist Church

Contribution to Warming Space Costs £2,000.00

It was proposed by Cllr Guilfoyle

Seconded by Cllr Wood

RESOLVED to award Hope Baptist Church £2,000.00.

The Town Clerk presented to the meeting a request for financial support from Reach4Ward to help with heating costs. When the request was applied to the time period that the Cost of Living Funding allows amounted to £300.00.

The committee considered the application.

It was proposed by Cllr Guilfoyle

Seconded by Cllr Wood

RESOLVED to award Reach4Ward £300.00 to support heating costs until the 31st March 2023.

COMMUNICATIONS

The Town Clerk shared information received from organisations awarded funding to support their Warm Spaces.

The meeting finished at 10.15am.

**Meeting of the COST OF LIVING CRISIS COMMITTEE
held 4th APRIL 2023**

MINUTES

PRESENT: Councillors: Boggis, Needham & Stevens.

Clerk: J. Boom.

444. Apologies for Absence and any substitutions

Cllrs Fraser, Guilfoyle & Wood.

445. Members` Interests relating to agenda items for this meeting.

None were declared at this time.

446. Matters arising from Minutes of Meetings held 19th January 2023 not itemised on this Agenda

No points were raised.

447. TO REVIEW PROJECTS SUPPORT BY THIS COMMITTEE IN 2022/23

The committee looked at each evaluation in turn.

Hebden Royd Methodist Church – an impressive and honest evaluation added to by a report from a visit to the Café by a committee member. It was clear there had been unintended benefits of the project being established.

Cragg Vale Hubbub -Impressive, the hard work to establish the project has reaped rewards, attracting community interest has been key. It has gathered financial support and donations are proving positive. The project is equipped for the future and to grow.

Hope Baptist Church – while supporting established activities the support has been well received and helped sustain the building and the work it undertakes.

Hebden Bridge Town Hall – other support attracted and the method of accounting for those makes clear analysis for value for money challenging however the number attracted are impressive even for this prominent location. Calder Food Support – the support has clearly been helpful and offered value for money. The activities of the group are impressive as are their plans to continue while needed.

St James Church – a positive report with lessons learned and a plan to action those same lessons.

The committee would have like to have seen personal benefits being illustrated, feedback forms were suggested. A potential meeting should be considered to allow these groups to meet, share experiences and to identify how and what type of support may be needed in the future. They should also be thanked for their hard work

448. COST OF LIVING COMMITTEE RECOMMENDATIONS

The committee discussed how HRTC can continue to support the work that has already been undertaken.

The meeting felt that in all probability that the pressures felt by many were likely to continue throughout 2023 and in to 2024.

The committee felt that there was clear evidence that the funds awarded had been well spent and that value for money had been achieved across the projects despite the varied approaches to supporting those that were in need. Many projects had experienced un expected spin-offs and value added to their projects while still addressing the main aims of the project as set out.

The support offered to HRTC Staff had been well received and had generated significant goodwill as a result.

It was agreed that the project had met its aim to support the needs of many by being visible and flexible to react to needs as they appeared with less restrictions regarding what can be supported being key to its ability to react.

It was proposed by Cllr Needham

Seconded by Cllr Boggis

RESOLVED to recommend that:

- the committee be reconvened by the full council following the full council elections on the 4th May 2023.
- the delegated powers be retained to allow the committee to proceed in a similar fashion as previously.
- the committees membership to be similar in number, and for the meetings to be at no fixed time.
- financial support for the committee to be decided in the future, by the full council, through a allocation from the Town Council Contingency fund.
- the committee to convene initially when evidence of need is presented to full council.

Meeting finished at 2.55pm.