

Minutes of the Meeting on Tuesday December 7th 2021 at 7.30pm in Croft House

2. Minutes of the last meeting on November 2nd 2021.

Proposed by Kath and seconded by Andrea and all in favour.

3. Matters arising from the Minutes.

- Safeguarding, and the procedures that we might apply, are still under review.
- Following Toni's request, we are in the process of compiling a simple information sheet giving basic details about the different organisations in the village. We now require information for St John's and the Club.
- Following our review of the 'Food Standards Authority' documentation regarding the recent legislation about food allergens and its impact on the normal Croft House activities, we have concluded that the providers of home-made foods should supply a list of ingredients, which can be shown if requested. It was suggested at the meeting that we should take some advice from our insurers about this subject. **Roger will investigate.**

4. Correspondence From: John Dunwell

Sent: 25 November 2021 09:04

To: Deborah Stephenson <Deborah.Stephenson@kirklees.gov.uk>

Subject: Re: Investigation into an application to modify the Definitive Map and Statement: claimed bridleway route Liley Lane to KIR220, Kirkheaton

Hi Deborah

Thanks for the info I appreciate you keeping me in the loop and hope to hear from you soon

Regards

John

On 25 Nov 2021 08:59, Deborah Stephenson <Deborah.Stephenson@kirklees.gov.uk> wrote:

Dear Mr Dunwell

Just to let you know that we are about to start an informal consultation on the British Horse Society's claimed bridleway application over the longer route at Carr Mount. We intend to submit separate reports on the footpath application and the bridleway application at the same time to the planning sub-Committee, in the New Year.

As part of our investigation into the bridleway, we will again place notices on site at Carr Mount. The notice and plan will also be posted on our website under 'Preliminary consultations and investigations' at <https://www.kirklees.gov.uk/beta/countryside-parks-and-open-spaces/changes-to-definitive-map.aspx>. Please do not hesitate to contact us if you have any queries.

Regards, Deborah

Deborah Stephenson

Assistant Definitive Map Officer

Kirklees Council - Public Rights of Way

T: 01484 221000

5. Playable Spaces

Update on the progress of the Recreation Ground Consultation: On the 17th November we had a site meeting with Helen Proudfoot, to review her latest plans as we walked around the Recreation Ground. Helen had made some minor equipment and positional changes to the original layout. She explained how some of the fencing around the existing playground would be retained, but it would be reduced in area. 'All new' equipment was proposed to replace the existing equipment and would be suitable for a younger age group. A new all-weather soft surface would also be put in place and the gate would be modified to be 'self-closing'. Outside of the fenced area, and at some distance, equipment for older age groups would be sited. A discussion about a possible enclosed area for Pre-School was also discussed.

The Pod might either be removed or have the sides removed and the rest repainted. It was suggested at the UHCA meeting that we should check the possibility of removing the dead tree behind the Pod to improve the view over the area. **Chris to discuss with Kirklees Parks.**

6. Financial Report

Kath presented her report.

| Income | | Expenditure | |
|----------------------------|-------------|-------------------------|--------------|
| 200 Club Subs | £270 | 200 Club December | £400 |
| Hinchciffe Donations/bench | £641 | Blackboard Paint | £12 |
| | | JCA Tree Survey etc. | £894 |
| | | Xmas lights replacement | £25 |
| Total | £911 | Total | £1331 |

Roger thanks Kath for her report

7. Health & Safety.

- Report on 'fire drill' with Pre-School. Two outstanding issues were raised, namely the intensity of the alarms and fire extinguisher training.

Fire alarms

Currently we have five individual alarms that are not linked, and the concern raised was that during a noisy event, the alarms may not be heard. As a low-cost solution, alarms can be linked using a wi-fi signal so that any one alarm will trigger all the other alarms to give a warning. These types of alarms cost £80 each compared to £20 for a conventional domestic alarm. FireAngel supply the inter-linkable alarms and a 'Gateway' device which connects to the wi-fi router. The 'Gateway' can also give alerts to mobile phones using a Connect App. The FireAngel system would cost £80 for each alarm and £50 for the Gateway. The total cost would be £450 to replicate what we currently have. Other wi-fi activated alarms will be investigated. The alternative hard-wired system would cost approximately £1400 plus the costs associated with the wiring between each of the alarms. It was suggested that we might have one in the main hall and one outside. **Roger is to investigate further.**

Fire extinguisher training

We have been quoted £180 inc. Vat from Flamstop for the training of up to ten people. Getting all the interested parties together at the same time however is proving a challenge. Thursday or Friday afternoon are two of the options for training. Flamstop have advised that if we require evening training it will be an additional £60. Discussions are ongoing with Pre-School and others to nominate a suitable time.

After the meeting, Friday 14 Jan 2022 at 1.30pm was agreed as the training date, by everyone involved. Unfortunately, Flamstop have now advised that the cost will be £240 but the numbers that can be trained has increased from 10 to 15.

Info from Flamstop:

Delegates will be able to understand compliance with the Regulatory Reform Order, identify potential fire risks, know which extinguisher is appropriate for which type of fire, use portable extinguishers safely and understand compliance with British Standard EN3 regarding the use of fire extinguishers. All the courses include a practical session using water, foam, carbon dioxide extinguishers. Delegates will have the opportunity of use the equipment in a non-live fire situation.

- On the day of the Artisan Fair a 13 amp electrical fuse was blown. When I (Roger) arrived the use of the Croft House electrical system was chaotic. I have sympathy with Pre-School as they had not been advised what the subcontractor's power requirements would be, and some had even changed their requirements on the day. Uncontrolled usage of the system can cause damage to wiring, fires and uncontrolled trips, which will be inconvenient at best.

Before events take place, we must ensure that the suppliers and contractors confirm what their power requirements will be before we allow them to use our systems. If thought necessary the use of the power connections will then be advised by the UHCA H & S team. This of course applies to all private bookings and fundraising events.

8. Maintenance

- We have received confirmation from JCA Ltd and Kirklees Council that two Horse Chestnut trees can be felled but that they must be replaced by two lime trees 1.5 to 2m in height. The new trees must also be located within 1 to 2m of the original trees and sourced and planted in accordance with BS5845. We have also made a request via JCA Ltd for a further seven trees to be removed in the interest of safety and tree management. The cost for the JCA consultancy work is £660 for the Safety Survey and £234 for the TPO Application.
- Wood and Laycock have been asked to replace the three windows in the entrance lobby on a 'like for like' basis, as per their quotation for £1369 inc Vat. (double glazed hardwood windows, including fitting). The installation work will be carried out at school half term (21 to 25 Feb) or Easter holidays (11 to 22 April).
- Reconfiguring the Croft House kitchen is still under consideration.

9. Plans for Fundraising Events

The Fete will take place on Saturday 30th July 2022. Enquiries have gone out to some of the events and support staff.

The PA system has been booked.

10. Croft House activities

Thanks to all the organisers of the regular Croft House activities, who have supported us during these troubling times, and maintained their activities since the middle of 2020 when we were allowed to open again. If you would like to join any of the activities see our noticeboard in Croft House for contact details, or visit the website <https://www.upperhoptonvillage.co.uk/>

11. Community Events

- A Covid friendly 'Christmas Party' for invited guests, will be on Friday 10th December at 3.00pm. It will be waiter service only, for drinks and food. All waiters will wear masks and will have carried out a lateral flow test the day before the party. Chris Brian and his merry band will entertain again.
- 'Carols Around the Tree' will take place on Saturday 18th December at 6pm. Thank you to Richard Haigh for donating the Christmas tree. Also thank you to Dennis and Kath Calnan, Tony Hayman and John Farren for putting up the Christmas lights. The Clifton & Lightcliffe Band will provide the music accompaniment. Kath has been busy baking lots and lots of mince pies.
At the Carols Around the Tree event Richard & Charles Haigh will be thanked for their support by donating and erecting the tree.

12. Hopton in Bloom

Alison is to start a campaign in New Year to attract new gardens for the Garden Trail and leaflets will be delivered around the village. We have set a date, July 2nd 2022 avoiding other Garden Trails.

Hopton in Bloom secretary's report from AGM is circulated with these minutes.

Chris will ask Amanda (Kirklees Parks) to remove rubbish round the tree near the container as it is a fire hazard. **Roger will order an industrial shredder** for the day if it is not moved soon.

13. News from the Pre-School

A very successful Artisan Fair was held in and around Croft House but unfortunately had to close early because of the heavy snowfall.

14. News from Club.

- Gail has resigned as President and there will be changes on the committee and an AGM will be held in the New Year.
- The revamp of the Mirfield Railway Enthusiasts Society took place at Hopton Club on Monday 6th December 2021, under the stewardship of Barry Laycock.
There was a great turn out, with 66 attendees along with other UHSC club members.
After hot beef sandwiches provided by the generosity of Charles Haigh, presentations followed including picture galleries of the two "Driver Experience Trips" to Heritage railways.
Outline plans were made, for regular meetings there on the 1st Monday of the month.

15. News from St John's Church.

These are the services at St John's

- Sunday Dec. 12th at 6 p.m.
Service of Lessons and Carols
- Christmas Eve Friday Dec 24th
6 p.m. Crib Service
11.30 p.m. Midnight Mass
- Christmas Day
11.15 a.m. Christmas Communion
- Sunday December 26th
11.15 am Said Communion

All are welcome to these services. Please wear a mask.

16. AOB

Malcom donated a 20' Flagpole and signage from the Caravan Club. Roger expressed thanks to Malcom.

The 200 Club BIG PRIZE Draw for December 2021

1st prize £250, 128.

2nd Prize £100, 108

3rd Prize £50. 189

Subs of £15 per number are now due for 2022 and need to be paid by the end of December ready for the January draw.

The easiest way is to pay by BACS to
Upper Hopton Community Association,
Barclays Bank, Sort Code 20-26-08,
Account number 00898740, using your initials and address as a reference, e.g., 200CB3TM

If you wish to join the 200 Club or have extra numbers at £15 per number per annum please email the secretary.

Date of next meeting will be the on Tuesday, January 4th 2022 at 7.30pm at Croft House

Happy Christmas everyone.