

MEETING of the TOWN COUNCIL
held WEDNESDAY 16th August 2023 at
HEBDEN BRIDGE TOWN HALL

PRESENT Councillors: Hayes (Chair), Boden, Butterick, Cammack, Fraser, Guilfoyle, Hedges, Howes, Mattias & Morse.

Town Clerk - Jason Boom

153. PUBLIC QUESTION TIME.
No questions were asked of the council.

154. APOLOGIES FOR ABSENCE.
Apologies were received from Cllrs Boggis, Bampton Smith, Fenton, Harvey, Hoyle, Maguire & Needham.

155. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.
Cllr Boden a personal interest in item 162) b).

156. PLANNING APPLICATIONS

- a. **Application 23/00663/LBC** at 8 Wood End, Keighley Road, Hebden Bridge, HX7 8HJ for Installation of double glazed new timber windows to rear elevation and double glazed new external doors to front and rear elevations (Listed Building Consent). (Birchcliffe Ward).
It was moved by Cllr Matthias
Seconded by Cllr Morse and
RESOLVED: NO OBJECTION
- b. **Application 23/00661/LBC** at 16 - 18 Foster Lane Hebden Bridge Calderdale HX7 8HF for Installation of metal railings and gate to front of house replacing wooden fence, replacement of flat lead roof above front window, replacement of cast iron guttering front and rear and lime pointing to rear of house (Listed Building Consent). (Birchcliffe Ward).
It was moved by Cllr Morse
Seconded by Cllr Howes and
RESOLVED: ask that the documents be resubmitted as they do not relate to the quoted application.
- c. **Application 23/00646/HSE** at Turley Holes Farm Tenter Hill Lane Cragg Vale Hebden Bridge Calderdale for Remove existing extensions and replace with single storey and two storey extension. (Cragg Vale).
It was moved by Cllr Butterick
Seconded by Cllr Boden and
RESOLVED: NO OBJECTION
- d. **Application 23/00713/HSE** at 6 Norfolk Street Hebden Bridge Calderdale HX7 6HY for Proposed dormer to the rear. (Fairfield).
It was moved by Cllr Fraser
Seconded by Cllr Mattias and
RESOLVED: NO OBJECTION

It was moved by Cllr Hayes

Seconded by Cllr Morse and

RESOLVED: that the recommendations on the above planning applications are sent to the Environmental Services Department, Calderdale MBC. When the Chair or Deputy Chair cannot attend, Ward members be authorised to represent the view of Hebden Royd Town Council at meetings of the Planning Committee at Calderdale MBC.

157. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

It was moved by Cllr Howes

Seconded by Cllr Morse and

RESOLVED: to note the information.

158. APPLICATIONS FOR PLANNING PERMISSION REFUSED BY CALDERDALE MBC

It was moved by Cllr Howes

Seconded by Cllr Morse and

RESOLVED: to note the information.

159. HRTC & HBPH PAYMENT & RECEIPT SCHEDULE

It was moved by Cllr Mattias

Seconded by Cllr Howes and

RESOLVED: to note items of information and to authorise payments totalling £29,684.67.

160. HRTC STATEMENT OF ACCOUNT

The budget was explained and questions were asked.

It was moved by Cllr Boden

Seconded by Cllr Hayes and

RESOLVED: to accept the Statement of Account up to end of July 2023 for the Town Council. The following recommendations were adopted to ensure that we are able to utilise funding by not having it tied to a budget that is unlikely to be utilised:

- The Neighbourhood Plan Budget be reallocated as it is unlikely to be spent to undesignated reserves.
- Reallocate Mytholmroyd Community Provision to undesignated reserves.
- Reallocate Age Friendly Community to undesignated reserves following a recommendation from Strategy & Review to support active groups in this field via applications to Community Funding.
- Reallocate unspent Election Expenses to undesignated reserves.
- Reallocate unspent Public Liability Insurance to undesignated reserves.
- The Cost of Living Committee set a ceiling budget by the October 2023 Full Council Meeting.

A reallocation does not prohibit a request being made to full council for a budget allocation.

161. BANK SIGNATURES

It was moved by Cllr Morse

Seconded by Cllr Matthias and

RESOLVED: that Cllrs Boden, Hedges & Howes be additional signatories for Town Council Bank Accounts in addition to Cllrs Boggis & Bampton Smith along with the Town Clerk & Deputy Town Clerk removing former councillors from the mandate.

162. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.

- a) Request for Town Council Support Regarding Rail Ticket Office Closures
Sustainable Transport Group.
- b) Social Media Dave Boardman
- c) Kings Honours List YLCA
- d) St James Church 190th Anniversary St James Church

It was moved by Cllr Butterick

Seconded by Cllr Guilfoyle and

RESOLVED: to note the information and actions.

In regard of:

- a) To contact Northern Rail with objections to their proposal regarding the closure of Hebden Bridge Train Stations Ticket Office.
- b) To pass to the Strategy & Review Committee a request to review current social media guidance. To ensure a fit for purpose robust policy for the Town Council and for Councillors when acting in their role as a councillor and to make recommendations regarding training if appropriate.

163. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT

It was moved by Cllr Hayes

Seconded by Cllr Fraser and

RESOLVED: to note the activities of the Mayor and her experiences with a Brass Band and its Beyonce repertoire.

164. MINUTES OF THE TOWN COUNCIL held 19th JULY 2023

It was moved by Cllr Boden

Seconded by Cllr Matthias and

RESOLVED: to approve the minutes as a correct record.

165. MINUTES OF THE HEBDEN ROYD & HILLTOP PARISHES NEIGHBOURHOOD PLANNING COMMITTEE held 26th July 2023

It was moved by Cllr Butterick

Seconded by Cllr Hedges and

RESOLVED: to endorse the recommendations therein and to approve the minutes as a correct record. Cllr Hedges outlined the changing principles of Calderdale MBC's Local Plan that the Committee are being challenged by and are addressing by revising the plan. Elements of the Neighbourhood Plan have been incorporated in the CMBC Local Plan and are consequently already in place.

166. MINUTES OF THE COST OF LIVING COMMITTEE held 27th July 2023

It was moved by Cllr Guilfoyle
Seconded by Cllr Hedges and

RESOLVED: to endorse the recommendations therein and to approve the minutes as a correct record and a need for the committee to set a ceiling for its spending as soon as is practicable.

167. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held 2nd August 2023

It was moved by Cllr Hayes
Seconded by Cllr Morse and

RESOLVED: to endorse the recommendations therein and to approve the minutes as a correct record.

168. MINUTES OF THE CLIMATE EMERGENCY & ENVIRONMENT COMMITTEE held 9th August 2023

It was moved by Cllr Morse
Seconded by Cllr Howes and

RESOLVED: to approve the minutes as a correct record with the Chair highlighting the feedback from the High Hirst Woodmeadow Day and the positive responses to the Haymaking Event.

Additional budget for Retrofit community events was agreed and Councillors asked for information regarding suitable sites for Wildflower Planting and Events.

169. REPRESENTATIVES TO OUTSIDE BODIES

Cllr Guilfoyle advised that she had been unable to attend Disability Access Forum meetings.

The meeting finished at 8.50pm.

**Payment and Receipt
Schedule
16/08/2023**

**Hebden Royd Town Council
Accounts to be Paid**

| Item no: | Payee | Details | Amount | Cost Centre | Payment Method |
|-----------------|----------------|-------------------------------|-----------------|--------------------|-----------------------|
| a | Blakeys | Safe & Photocopier relocation | 442.80 | Office Refurb | BACS |
| b | DA & FR Gibbon | Watering of Hanging Baskets | 772.80 | Env & allots | BACS |
| c | Calvag | Cattle Trough | 144.00 | Climate Emer | BACS |
| d | Calderdale MBC | Legal Fees - Grazing License | 271.00 | Climate Emer | BACS |
| e | HBCA | Catering - Climate Café | 482.70 | Climate Emer | BACS |
| f | Steve Hindle | Botanical Survey & Advice | 300.00 | Climate Emer | BACS |
| g | Neil Diment | Hay Time Activities | 500.00 | Climate Emer | BACS |
| h | Print Bureau | Flyers - event | 149.80 | Climate Emer | BACS |
| i | P3 Computers | Microsoft support | 135.06 | Office | BACS |
| j | P3 Computers | IT Hardware | 418.80 | Office | BACS |
| k | Carolyn Warren | Accounts Support | 260.00 | Office | BACS |
| l | HBCA | Data Recharge | 168.00 | Office | BACS |
| m | Quadient | Franking Machine | 151.38 | Office | BACS |
| | | | 4,196.34 | | |

Accounts Paid by The Clerk

| | | | | | |
|---|----------------|-------------------|---------------|--------------|------|
| a | Carolyn Warren | Accounts Support | 400.00 | Office | BACS |
| b | J Boom | Expenses | 58.50 | Office | BACS |
| c | R Lightbird | Expenses | 80.73 | Office | BACS |
| d | J Baxendale | Gate Strike Plate | 45.00 | Climate Emer | BACS |
| | | | 584.23 | | |

Card Transactions Processed 1.7.23 - 31.7.23

| | | | | | |
|---|--------------|--|-----------------|--|--|
| a | See Schedule | | 1,307.34 | | |
|---|--------------|--|-----------------|--|--|

Direct Debit Payments

| | | | | | |
|---|-------------|-------------|---------------|--------|----|
| a | EuroDigital | Photocopier | 82.76 | Office | DD |
| b | Eurodigital | Photocopier | 188.17 | Office | DD |
| | | | 270.93 | | |

TOTAL PAYMENTS **6,358.84**

Payment and Receipt Schedule
16/08/2023

Hebden Bridge Picture House
Accounts to be Paid

| Item | | | | | Payment |
|-------------|----------------------|----------------------|------------------|--------------------|----------------|
| no: | Payee | Details | Amount | Cost Centre | Method |
| a | Altitude | Film Royalties | 120.00 | Royalties | BACS |
| b | Artificial Eye | Film Royalties | 125.30 | Royalties | BACS |
| c | Artificial Eye | Film Royalties | 120.00 | Royalties | BACS |
| d | Disney | Film Royalties | 2,106.00 | Royalties | BACS |
| e | Disney | Film Royalties | 1,248.30 | Royalties | BACS |
| f | Disney | Film Royalties | 753.07 | Royalties | BACS |
| g | Seventh Art | Film Royalties | 931.75 | Royalties | BACS |
| h | Paramount | Film Royalties | 1,983.00 | Royalties | BACS |
| I | Paramount | Film Royalties | 120.00 | Royalties | BACS |
| j | Park Circus | Film Royalties | 365.30 | Royalties | BACS |
| k | Park Circus | Film Royalties | 192.00 | Royalties | BACS |
| l | Picture House | Film Royalties | 382.20 | Royalties | BACS |
| m | Picture House | Film Royalties | 120.00 | Royalties | BACS |
| n | Sony | Film Royalties | 548.10 | Royalties | BACS |
| o | Vertigo | Film Royalties | 166.08 | Royalties | BACS |
| p | Wildcard | Film Royalties | 100.00 | Royalties | BACS |
| q | National Theatre | Theatre Live | 1,260.60 | Royalties | BACS |
| r | POS Yorkshire | Film Delivery | 198.00 | Film Delivery | BACS |
| s | Buttercup Bakery | Kiosk Supplies | 85.60 | Kiosk | BACS |
| t | Buttercup Bakery | Kiosk Supplies | 85.60 | Kiosk | BACS |
| u | Buttercup Bakery | Kiosk Supplies | 85.60 | Kiosk | BACS |
| v | Buttercup Bakery | Kiosk Supplies | 85.60 | Kiosk | BACS |
| w | Eden Farm | Kiosk Supplies | 524.93 | Kiosk | BACS |
| x | Empire Brewing | Kiosk Supplies | 122.40 | Kiosk | BACS |
| y | Empire Brewing | Kiosk Supplies | 146.88 | Kiosk | BACS |
| z | Empire Popcorn | Kiosk Supplies | 184.69 | Kiosk | BACS |
| aa | JL Brooks | Kiosk Supplies | 88.72 | Kiosk | BACS |
| bb | JL Brooks | Kiosk Supplies | 26.86 | Kiosk | BACS |
| cc | JL Brooks | Kiosk Supplies | 119.18 | Kiosk | BACS |
| dd | Just Jennys | Kiosk Supplies | 64.80 | Kiosk | BACS |
| ee | JL Brooks | Kiosk Supplies | 75.60 | Kiosk | BACS |
| ff | Matthew Clark | Kiosk Supplies | 572.17 | Kiosk | BACS |
| gg | Matthew Clark | Kiosk Supplies | 616.65 | Kiosk | BACS |
| hh | Suma | Kiosk Supplies | 355.53 | Kiosk | BACS |
| ii | Suma | Kiosk Supplies | 380.94 | Kiosk | BACS |
| jj | Vocation | Kiosk Supplies | 238.06 | Kiosk | BACS |
| kk | Vocation | Kiosk Supplies | 193.97 | Kiosk | BACS |
| ll | AM Digital | Replace Motherboard | 524.28 | Projection | BACS |
| mm | AM Digital | Service& Maintenance | 720.00 | Projection | BACS |
| oo | Savoy Systems | Box Office | 870.94 | Box Office | BACS |
| pp | Cardi Aid | Defibrillator | 18.00 | Office | BACS |
| qq | Rosse Systems | Call Out | 122.73 | Build & Main. | BACS |
| rr | Print Bureau | Poster | 24.00 | Office | BACS |
| ss | ARC Cinema Solutions | Project Consultation | 3,441.60 | Project Work | BACS |
| tt | SSE | Gas | 22.02 | Utilities | BACS |
| | | | 20,637.05 | | |

Accounts paid by the Clerk

| Item | | | | | |
|-------------|----------------------|--------------------|-----------------|--------------------|-----------------------|
| no: | Payee | Details | Amount | Cost Centre | Payment Method |
| a | Universal | Film Royalties | 965.30 | Royalties | BACS |
| b | Universal | Film Royalties | 403.20 | Royalties | BACS |
| c | Universal | Film Royalties | 171.16 | Royalties | BACS |
| d | PB Plumbing | Repairs to toilets | 240.00 | Build & Maint | BACS |
| e | Piece of Magic | Film Royalties | 457.88 | Royalties | BACS |
| f | Co-Operative Bank | Bank Fees | 46.75 | Office | BACS |
| g | FDMS | Charges | 115.61 | Office | BACS |
| h | Spotify July £ 13.99 | Subscription | 13.99 | Office | Subscription |
| | | | <u>2,413.89</u> | | |

Card Transactions Processed 1.7.23 - 31.7.23

| | | | | | |
|---|--------------|------------|---------------|--------|------|
| a | Card Payment | Petty Cash | 193.10 | Office | BACS |
|---|--------------|------------|---------------|--------|------|

Direct Debit Payments

| | | | | | |
|---|----------------------|------------|--------------|--------|----|
| a | Croft Communications | Phone/Data | <u>81.80</u> | Office | DD |
| | | | 81.80 | | |

TOTAL PAYMENTS **23,325.84**