

**13 June 2024**

Under the Openness of Local Government Bodies Regulations 2014, members of the public, the press or the Council may record/film/photograph or broadcast the meeting whilst it is open to the public.

**TO ALL MEMBERS OF THE COUNCIL**

Dear Sir/Madam

You are hereby summoned to attend a meeting of the Full Council which will be held in the Council Chamber, Hebden Bridge Town Hall on **WEDNESDAY 19 JUNE 2024** at **7.30pm**.



Emma Green  
Acting Clerk to the Council

This meeting is open to the public unless the Members decide to exclude the public for any exempt or confidential item of business.

**AGENDA**

- 1. PUBLIC QUESTION TIME.**  
HRTC would like to invite public questions for the council. You may attend in person or submit questions electronically to [info@hebdenroydtowncouncil.gov.uk](mailto:info@hebdenroydtowncouncil.gov.uk) no later than 2.00pm on the day of the meeting. A written response will be sent the questioner.
- 2. APOLOGIES FOR ABSENCE.**  
To receive and note apologies for absence.
- 3. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.**  
To receive and note interests relating to the agenda.
- 4. PLANNING APPLICATIONS**  
*Interested members of the public, if they are present, will be invited to speak followed by Ward Councillors on applications within their ward followed by other Councillors.*
  - a. Application 24/00326/HSE at 1 Raw Lane, Mytholmroyd, Hebden Bridge, HX7 8PF for Two storey/single storey side extension. (White Lee ward)
  - b. Application 24/00493/HSE at 19 Eaves Avenue, Hebden Bridge, HX7 6DJ for Installation of an air source heat pump to property. (West End ward)
  - c. Application 24/20084/TPO at Allotment Gardens, Windsor Road, Hebden Bridge for Fell two trees and prune one (Tree Preservation Order). (Birchcliffe ward)



**Hebden Royd  
Town Council**

The Town Hall  
St George's Street  
Hebden Bridge  
West Yorkshire  
HX7 7BY

Tel 01422 842181  
Fax 01422 847052

[info@hebdenroydtowncouncil.gov.uk](mailto:info@hebdenroydtowncouncil.gov.uk)  
[www.hebdenroydtowncouncil.gov.uk](http://www.hebdenroydtowncouncil.gov.uk)



Working for our Community



- d. Application 24/50001/FCC at Rawtonstall Wood, Savile Road, Hebden Bridge for Tree felling licence. (West End ward)
- e. Application 24/00320/HSE at Brink Top, Height Road, Mytholmroyd, HX7 5RB for Side extensions and conversion of garage to annexe. (White Lee ward)
- f. Application 24/00496/HSE at 8 Bethel Terrace, Brearley Lane, Mytholmroyd, HX2 6JE for Two-storey side extension including construction of first floor balcony. (White Lee ward)
- g. Application 24/00519/HSE at Brackenwood, 8 Mayfield Road, Hebden Bridge, HX7 7DT for First floor extension to side, single storey extension to front and replacement of existing garage and lean-to green house with new garage and lean-to green house. (West End ward)

The Chair proposes 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.

#### **5. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC**

- ✓ a. Application 24/00285/HSE at Upper Lumb Farm Barn, Upper Lumb Lane, Cragg Vale, HX7 5SH for Domestic Solar PV Grid-connected system installation with Electrical Appliances and Battery Systems.
- ✓ b. Application 24/00279/HSE at Scardale, Stubbings Street, Mytholmroyd, HX7 5FE for Raising Roof height to incorporate insulation and renovation of roof and roof windows. Replacement of timber cappings and fascia with non-permeable material.
- X c. Application 21/00642/FUL at Land Rear Of 1 To 11 The Woodlands, Palace House Road, Hebden Bridge for Residential development of two dwellings.
- ✓ d. Application 23/00445/LBC at Broad Bottom Old Hall, Broad Bottom Lane, Mytholmroyd, HX7 8PD for Repair and conversion into a one-bedroomed residential dwelling (Listed Building Consent).
- ✓ e. Application 23/00444/FUL at Broad Bottom Old Hall, Broad Bottom Lane, Mytholmroyd, Hebden Bridge, HX7 8PD for Repair and conversion into a one-bedroomed residential dwelling.

#### **6. HEBDEN ROYD TOWN COUNCIL ANNUAL ACCOUNTS 2023/24**

To consider and approve annual accounts of both the Town Council & the Hebden Bridge Picture House (enc).

#### **7. ANNUAL GOVERNANCE STATEMENT**

- a) To approve the Annual Governance Statement for the Financial Year 2023/24 – Section 1 of Annual Return paragraphs 1 to 9 (enc).
- b) To approve the Statement of Accounts for the financial year 2023/24 as set out in Section 2 of the Annual Return (enc).
- c) To note the Annual Internal Audit Report for 2023/24 included at page 3 of the Annual Governance and Accountability Return 2023/2024.

- d) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities.
- 8. INTERNAL AUDIT REPORT 2023/24**  
To receive report from the Internal Auditor and decide on actions as appropriate (enc).
- 9. APPOINTMENT OF INTERNAL AUDITOR**  
To consider and decide on the appointment of an Auditor for the Council Year 2024/25.
- 10. GRIEVANCE PANEL MEMBERSHIP**  
To consider and appoint a Grievance Panel of three councillors for 2024/25 (2023/24 membership enc).
- 11. APPEALS PANEL MEMBERSHIP**  
To consider and appoint an Appeals Panel of three councillors for 2024/25 (2023/24 membership enc).
- 12. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**  
To consider and decide upon appointment of Councillors to Outside Bodies for 2024/25 (2023/24 list enc).
- 13. HRTC & HBPH PAYMENT & RECEIPT SCHEDULE**  
To receive schedule, note items of information and to authorise payments totalling £36,926.99 (enc)
- 14. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.**  
To receive and decide actions on communications (enc).  
a. Handmade Parade Letter of Request for Support  
b. WYCA Mass Transit Briefing
- 15. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT**  
To receive and note the activities of the Mayor (enc).
- 16. MINUTES OF THE TOWN COUNCIL held 29 MAY 2024**  
To consider minutes and approve as a correct record (enc).
- 17. MINUTES OF THE CLIMATE EMERGENCY & ENVIRONMENT COMMITTEE held 5 JUNE 2024**  
To receive minutes for information (Any member may comment on or ask questions regarding the decisions taken to the Chair of the Committee, or in the absence of the Chair the Deputy Chair).
- 18. MINUTES OF THE COMMUNITY FUNDING COMMITTEE held 12 JUNE 2024**  
To receive minutes for information (Any member may comment on or ask questions regarding the decisions taken to the Chair of the Committee, or in the absence of the Chair the Deputy Chair).
- 19. MINUTES OF THE STAFFING COMMITTEE held 18 JUNE 2024**  
To consider minutes, endorse recommendations therein and approve as a correct record.

**20. WORKING GROUPS**

To receive reports from and to decide on appropriate actions:

a) Disability Access Forum (enc)

**21. REPRESENTATIVES TO OUTSIDE BODIES**

To receive reports from representatives to outside bodies and other organisations