

MEETING of the TOWN COUNCIL
held WEDNESDAY 22 JANUARY 2025 at 7:30PM
HEBDEN BRIDGE TOWN HALL

PRESENT Councillors – Fraser (Chair), Bampton Smith, Butterick, Guilfoyle, Harvey, Hedges, Turner, Woodhead and Young.

Town Clerk – Emma Green

MINUTES

364. PUBLIC QUESTION TIME

There were no questions asked.

365. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Boden, Cammack, Davenport, Harvey, Howes, Hoyle and Morse.

366. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

There were no members interests received for this meeting.

367. PLANNING APPLICATIONS

a. Application 24/01174/HSE at 4 Bridge End, Burnley Road, Mytholmroyd, HX7 5DR for Installation of dormer windows. (Caldene ward).

It was moved by Cllr Bampton Smith

Seconded by Cllr Butterick and

RESOLVED: No Objection

b. Application 24/01244/HSE at Oakdene, Cragg Road, Mytholmroyd, HX7 5EN for Split bedrooms, install window, refurbish eaves and rainwater goods. (Cragg Vale ward).

It was moved by Cllr Butterick

Seconded by Cllr Hedges and

RESOLVED: No Objection

c. Application 24/00882/OUT at White Lion Hotel, Burnley Road, Mytholmroyd, HX7 5LN for Demolition of derelict public house to build 3 new dwellings with associated parking (access, layout and scale). (White Lee ward).

It was moved by Cllr Woodhead

Seconded by Cllr Butterick and

RESOLVED: No Objection

Cllr Hedges abstained from the vote stating that the loss of the historical value of the building would be significant in the area.

d. Application 24/00625/OUT at Rose Mount, Nest Lane, Mytholmroyd, HX7 5AZ for Mixed housing development comprising alterations to an existing dwelling and the construction of four new dwellings. (Caldene ward).

It was moved by Cllr Bampton Smith

Seconded by Cllr Butterick and

RESOLVED: No Objection

e. Application 24/01233/HSE at Dean Head Farm, Blackstone Edge Road, Cragg Vale, HX7 5TR for Proposed glazed link, glazed lean-to and replacement windows. (Cragg Vale ward).

It was moved by Cllr Butterick

Seconded by Cllr Hedges and

RESOLVED: No Objection

f. Application 24/01234/LBC at Dean Head Farm, Blackstone Edge Road, Cragg Vale, HX7 5TR for Proposed glazed link, glazed lean-to and replacement windows. (Cragg Vale ward).

It was moved by Cllr Butterick

Seconded by Cllr Hedges and

RESOLVED: No Objection

g. Application 24/01152/FUL at Mytholmroyd Cricket Club, Moderna Way, Mytholmroyd, HX7 5PZ for Cricket Safety Nets. (Cragg Vale ward).

It was moved by Cllr Butterick

Seconded by Cllr Guilfoyle and

RESOLVED: No Objection

h. Application 24/01308/LBC at Mytholmroyd Railway Station, New Road, Mytholmroyd for Mechanical plant cupboard and revisions to approved balustrade, gate and location of proposed foul drain connection (Listed Building Consent). (Cragg Vale ward)

It was moved by Cllr Butterick

Seconded by Cllr Young and

RESOLVED: No Objection

i. Application 25/10001/ADV at 41 Market Street, Hebden Bridge, HX7 6EU for Installation of digital display screen (Advertisement Consent). (West End ward).

It was moved by Cllr Guilfoyle

Seconded by Cllr Hedges and

RESOLVED: Recommend Refusal on grounds of safety regarding the proximity to the pedestrian crossing, and potential distraction to drivers.

j. Application 24/01321/VAR at Land South East Of Weatherhill Top Farm, Coppy Nook Lane, Cragg Vale for Variation of condition 1 on application 24/00015/FUL - roof alteration. (Cragg Vale ward).

It was moved by Cllr Butterick

Seconded by Cllr Fraser and

RESOLVED: No Objection

k. Application 24/01237/HSE at Catherine Slack Farm, New Road, Cragg Vale, HX7 5TT for Two-storey extension.

It was moved by Cllr Butterick

Seconded by Cllr Woodhead and

RESOLVED: No Objection

Applications dealt with under delegation from Full Council.

- Application 25/20003/TPO at Oak House, 14 Caldene Croft, Mytholmroyd, HX7 5AE for Prune trees (rear of 12, 14 & 16) (Tree Preservation Order).

It was moved by Cllr Fraser

Seconded by Cllr Guilfoyle 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.

368. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

It was moved by Cllr Bampton Smith

Seconded by Cllr Fraser and

RESOLVED: to note for information

- 369. APPLICATIONS FOR PLANNING PERMISSION REFUSED BY CALDERDALE MBC**
It was moved by Cllr Bampton Smith
Seconded by Cllr Hedges and
RESOLVED: to note for information
- 370. HRTC & HBPH PAYMENT SCHEDULE**
It was moved by Cllr Bampton Smith
Seconded by Cllr Butterick and
RESOLVED: to note items of information and to authorise payments totaling £42,371.17.
- 371. HRTC & HBPH STATEMENT OF ACCOUNT**
To be presented at the next meeting.
- 372. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.**
To receive and decide actions on communications (enc).
a) CMBC Parking Charges
b) Myholmroyd Station Prt. Newsletter
c) Cellnex Pre Planning Consultation
d) YLCA Training Programme
e) YLCA Topic Request – 5 March
- It was moved by Cllr Fraser
Seconded by Cllr Guilfoyle and
RESOLVED: to note the information
- 373. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT**
It was moved by Cllr Fraser
Seconded by Cllr Bampton Smith and
RESOLVED: to note the activities of the Mayor
- 374. MINUTES OF THE TOWN COUNCIL held 18 DECEMBER 2024**
It was moved by Cllr Bampton Smith
Seconded by Cllr Butterick and
RESOLVED: to approve the minutes as a correct record.
- 375. MINUTES OF THE PICTURE HOUSE COMMITTEE held 7 JANUARY 2025**
Cllr Butterick gave feedback on the Warm Spaces initiative and highlighted key points within the budget. It was highlighted that the Picture House would not be seeking financial support from the main HRTC budget for the coming financial year.

Cllr Butterick thanked the Picture House Manager for his continued efforts.

It was moved by Cllr Butterick

Seconded by Cllr Guilfoyle and

RESOLVED: Note for information

376. MINUTES OF THE PROJECT AND EVENTS COMMITTEE held 8 JANUARY 2025

Cllr Hedges highlighted that Pumpkin Trail would not be going ahead in the year 25-26 to allow opportunities for new events to be developed. The budget was discussed, and the committee has cut £23k from the budget to support cost savings.

It was moved by Cllr Hedges

Seconded by Cllr Fraser and

RESOLVED: note for information

377. MINUTES OF THE STAFFING COMMITTEE held 14 JANUARY 2025

It was moved by Cllr Guilfoyle

Seconded by Cllr Woodhead and

RESOLVED: That as per the recommendation Cllr Butterick be elected to the Staffing Committee and to note other items for information.

378. MINUTES OF THE STRATEGY AND REVIEW COMMITTEE held 15 JANUARY 2025

Cllr Butterick updated the committee on the proposed budget.

It was also shared that the vacancy for Birchcliffe could now move to cooption.

Under the budget the meeting was asked to consider the suspension of Financial Regulations (as per 17.2) to enable the contract for the photocopier to be extended with the existing supplier, with the primary aim of updating the equipment. The current equipment is not up to standard following the increase in house printing, particularly at the Picture House (programs, posters, etc.) leading to down time whilst repairs are undertaken. Following Desk top research, the costs, which include a reduction to the per-page print costs, show that these will be comparable, however, should an alternative supplier be sought there will be a settlement figure of £10,599 to pay offsetting potential cost savings. In addition, the total value of the contract is below the statutory requirements for tender.

It was moved by Cllr Guilfoyle
 Seconded by Cllr Woodhead and
RESOLVED: to note the information and to suspend financial regulations to enable the contract with Euro Digital to be extended to 2030. In addition, the Clerk will seek to reduce print where possible, and an item will be included for Strategy & Review to consider the provision of devices to councillors.

379. HEBDEN ROYD TOWN COUNCIL BUDGET 2025/26

It was moved by Cllr Bampton Smith
 Seconded by Cllr Butterick and
RESOLVED: to approve the budget as presented.

	Budget 2023/24	Actual 2023/24	Budget April-Oct 24	Actual April-Oct 24	Underspend April-September	Actual Nov to March	Budget 24/25	Expected Full Year Actual	Expected Year end Variance	BUDGET SETTING 25-26				
Income										2.60%	5.00%	7.50%	10.00%	%Increase on Precept
Precept	422,258	422,258	488,706	488,706	0	0	488,706	488,706	0	480,892	492,142	503,859	515,577	
Station Road Car Park	12,000	12,219	13,000	13,310	310	0	13,000	13,310	310	14,000	14,000	14,000	14,000	
Hanging Baskets	5,000	5,500	0	6,602	6,602	0	0	6,602	6,602	7,500	7,500	7,500	7,500	
Alotments	1,700	1,300	0	1,792	1,792	0	0	1,792	1,792	1,500	1,500	1,500	1,500	
Other Income	-	826	0	3,242	3,242	0	0	3,242	3,242	1,000	1,000	1,000	1,000	
Total Income	440,958	442,103	481,706	493,652	11,946		481,706	493,652	11,946	504,892	516,142	527,859	539,577	
Base Budget Costs														
Administration														
*Audit	2,500	3,130	3,000	3,055	-55	-55	3,000	3,000	0	4,000	4,000	4,000	4,000	
*Election Exp	9,000	14,828	3,500	0	3,500	8,000	6,000	7,000	-1,000	15,000	15,000	15,000	15,000	
Courses/Training	4,500	1,284	1,488	1,863	-424	837	2,500	2,500	0	0	0	0	0	
Hospitality	1,000	744	583	140	443	808	1,000	948	52	500	500	500	500	
*Insurance	4,000	3,499	4,000	3,702	298	0	4,000	3,702	298	4,000	4,000	4,000	4,000	
*Mayors Allowance	4,710	4,536	2,748	2,603	144	2,107	4,710	4,710	0	5,000	5,000	5,000	5,000	
*Office Expenditure	14,000	14,640	8,187	12,554	-4,367	2,684	14,000	15,238	-1,238	14,000	14,000	14,000	14,000	
Accounts Support	3,280	3,590	2,100	2,362	-262	0	3,600	2,362	1,238	0	0	0	0	
HR and H & G Support	3,000	2,784	3,000	3,184	-184	0	3,000	3,184	-184	0	0	0	0	
Clocks	500	351	500	150	350	0	500	150	350	2,000	2,000	2,000	2,000	
*Subscriptions	1,500	1,699	1,500	1,851	-351	0	1,500	1,851	-351	2,000	2,000	2,000	2,000	
Mayors For Peace	250	115	146	146	0	0	250	0	250	250	250	250	250	
Service to the Community	300	0	0	60	-60	0	0	60	-60	200	200	200	200	
Kabern/Barker	1,400	1,400	0	0	0	2,100	2,100	2,100	0	2,100	2,100	2,100	2,100	
Office Relocation	0	0	0	0	0	0	0	0	0	0	0	0	0	
Office Rental (inc rates)	0	0	0	0	0	0	0	0	0	0	0	0	0	
Meeting Room Rental	0	0	0	0	0	0	0	0	0	0	0	0	0	
Telecoms	0	0	0	0	0	0	0	0	0	0	0	0	0	
Office Return	5,000	3,735	0	0	0	0	0	0	0	0	0	0	0	
Total Administration	54,910	55,045	38,792	31,523	-8,269	14,281	46,160	45,604	-556	49,890	49,050	49,050	49,850	
HRTC Salaries	*salaries	182,100	189,085	97,326	148,424	-51,098	74,402	194,651	222,826	-28,175	257,970	257,970	257,970	5% likeley increase NJC
Committee budgets														
Local Environment & CE	*Local Environment & C E	25,200	10,540	19,410	36,856	-17,445	1,000	33,275	37,986	-4,681	29,270	29,270	29,270	Including Hanging Baskets & allot
Community Funding	*Community Funding	64,718	49,186	55,417	42,803	12,613	40,000	95,000	82,803	12,197	80,000	80,000	80,000	Committee reduction
Environment & Allotments	*Environmental Projects	39,825	25,928	0	31,407	-31,407	-31,407	0	0	0	0	0	0	
Projects & Events	Allotments	5,000	582	0	814	-814	-814	0	0	0	0	0	0	
	Events	36,260	35,078	59,022	4,920	54,102	98,441	101,180	103,360	-2,180	25,200	25,200	25,200	
	*Christmas Events & Lighting	38,800	34,363	0	0	0	0	0	0	55,000	55,000	55,000	54,800	
Neighbourhood Plan	Neighbourhood Plan	2,451	0	0	0	0	0	0	0	0	0	0	0	
Staffing	*Staffing	0	0	0	0	0	0	0	0	12,420	12,420	12,420	12,420	New Budget
Picture House	Revenue Support	27,500	27,500	0	0	0	0	0	0	0	0	0	0	
	Screen Two - Phase One	0	0	0	0	0	30,000	59,679	30,000	29,679	0	0	0	
	Screen Two - Phase Two Reserve	0	0	0	0	0	128,013	128,013	128,013	0	0	0	0	
Twining	Twining	2,000	2,075	933	0	933	0	1,600	0	3,000	3,000	3,000	3,000	Anniversary Visit in May
Other Budgets														
	Age Friendly Community	4,500	0	0	0	0	0	0	0	0	0	0	0	
	Disability Access Forum	0	0	0	0	0	0	0	0	50	50	50	50	
	Mroyd Community Provision	10,000	0	0	0	0	0	0	0	0	0	0	0	
	Youth Employment Worker	22,500	23,730	922	0	922	0	1,550	0	1,580	0	0	0	
	Remembrance Sunday	500	1,475	2,485	0	2,485	1,300	4,260	1,300	4,500	4,500	4,500	4,500	Based on Parades in HB & Mryd
	Website	2,000	1,729	7,875	2,505	5,370	4,000	13,500	6,505	5,995	500	500	500	
Total Committee Expenditure		301,264	212,176	146,004	110,404	26,659	318,683	438,087	389,937	48,150	209,940	209,940	209,740	
Contingency		41,434	20,428	0	0	0	0	0	0	0	0	0	0	
Tot (From) Reserves		-19,277	-19,277	0	0	0	0	0	0	17,665	17,665	17,665	17,665	
TOTAL EXPENDITURE		538,274	457,306	274,081	255,352	-28,261	407,364	678,838	658,568	19,230	534,625	534,625	534,425	
DIFFERENCE		-119,473	-16,334	207,615	194,300	37,206	-407,366	-197,182	-164,916	31,276	-25,733	-18,483	-6,704	5,152
2024-25 - Tax Base							102,205	102,205	30,308	30,308	30,308	30,308	30,308	
Cost Band D	142						93,019	93,019						
Increase (%)	10						-1,568	30,308	575	11,825	25,542	35,460		
Tax Base	3,305													
Target Reserve 2025/26 - Three Months	127,740									£140.10	£143.38	£146.79	£150.21	BAND D COST 5.92% % PROPOSED INCREASE
Cash in Reserves	110,075													3,432 Tax Base

380. HEBDEN ROYD TOWN COUNCIL PRECEPT 2025/26

The council considered a method of financing the agreed budget for 2025/26.

It was moved by Cllr Butterick
 Seconded by Cllr Hedges and
RESOLVED: to demand a precept of £503,859.

381. WORKING GROUPS

a) Disability Access Forum

Cllr Guilfoyle reported that this group is still working on access in the town centre including enforcement of restricted access to the wavy steps and continues to monitor the use of A Boards.

382. WARD WORK

Cllr Guilfoyle reported that the Friends of Calder Holmes were undertaking regular little picks.

Cllr Woodhead reported that a meeting was scheduled to discuss the tennis courts in Calder Holmes Park.

383. REPRESENTATIVES TO OUTSIDE BODIES

No reports

Meeting finished at 9.05pm

**Payment and Receipt Schedule
22/01/2025**

**Hebden Bridge Picture House
Accounts to be Paid**

Item	Payee	Details	Invoice No	Nomina Reference	Amount	Cost Centre	Payment
a	Jimmys	Kiosk	24510230	5200	964.33	Kiosk	BACS
b	The Buttercup Bakery	Kiosk	No280	5200	191.00	Kiosk	BACS
c	JL Brooks	Kiosk	602164	5200	325.99	Kiosk	BACS
d	JL Brooks	Kiosk	601497	5200	209.36	Royalties	BACS
e	Cathedral	Hygiene Services	M1/1644034	7100	225.11	Cleaning	BACS
f	Savoy	Oscar Box Feb 24	C-0324-37	7510	1,258.37	Office	BACS
g	Warner Bros	Film Royalties	23267911	5100	481.20	Royalties	BACS
h	Disney	Film Royalties	2171835	5100	1,543.03	Royalties	BACS
i	Cardi Aid	Service Contract	5122024-77276	7510	370.80	Office	BACS
j	The Buttercup Bakery	Kiosk	No281	5200	246.80	Kiosk	BACS
k	Vocation Brewery	Kiosk	124854	5200	273.12	Kiosk	BACS
l	Eden Farm	Kiosk	678714	5200	213.98	Kiosk	BACS
m	Suma	Kiosk	A90375	5200	683.92	Kiosk	BACS
n	Miracle Communications	Film Royalties	12267	5100	480.80	Royalties	BACS
o	Suma	Kiosk	A90374	5200	28.79	Kiosk	BACS
p	Matthew Clark	Kiosk	2937155	5200	560.46	Kiosk	BACS
q	Matthew Clark	Kiosk	2937144	5200	158.06	Kiosk	BACS
r	Warner Bros	Film Royalties	23251881	5100	1,674.50	Royalties	BACS
s	Warner Bros	Film Royalties	23274884	5100	346.68	Royalties	BACS
t	Trafalgar	Film Royalties	291596	5100	1,099.01	Royalties	BACS
u	PPL PRS	Music Licence	SIN2912124	7510	76.92	Office	BACS
v	JC Harrison	Maintenance	76649:H	7100	149.99	Maintenance	BACS
w	Park Circus	Film Royalties	1329227	5100	252.00	Royalties	BACS
x	Just Jennys	Kiosk	8142	5200	88.80	Kiosk	BACS
y	Just Jennys	Kiosk	8150	5200	175.20	Kiosk	BACS
z	Turner & Wrights	Kiosk	262884	5200	624.26	Kiosk	BACS
aa	The Buttercup Bakery	Kiosk	No283	5200	85.60	Kiosk	BACS
bb	Park Circus	Film Royalties	1368701	5100	120.00	Royalties	BACS
cc	Park Circus	Film Royalties	1368700	5100	198.10	Royalties	BACS
dd	Park Circus	Film Royalties	1368699	5100	274.70	Royalties	BACS
ee	Park Circus	Film Royalties	1368698	5100	409.85	Royalties	BACS
ff	Park Circus	Film Royalties	1368696	5100	168.00	Royalties	BACS
gg	Park Circus	Film Royalties	1368694	5100	137.20	Royalties	BACS
hh	The Buttercup Bakery	Kiosk	No282	5200	246.80	Kiosk	BACS
ii	Trafalgar	Film Royalties	292814	5100	1,108.01	Royalties	BACS
jj	Altitude	Film Royalties	31403	5100	261.28	Royalties	BACS
kk	Paramount	Film Royalties	R2383470	5100	1,023.55	Royalties	BACS
ll	The Buttercup Bakery	Kiosk	No284	5200	85.60	Kiosk	BACS
mm	UK Cinema	2025 Membership	INV-3693	7510	151.20	Office	BACS
nn	Vertigo	Film Royalties	S1008626	5100	215.08	Royalties	BACS
oo	Conic	Film Royalties	1887	5100	211.40	Royalties	BACS
pp	Savoy	Oscar Box Dec	C-0125-39	7510	1,197.86	Office	BACS
qq	Just Jennys	Kiosk	8160	5200	87.60	Kiosk	BACS
rr	JL Brooks	Kiosk	603867	5200	239.83	Kiosk	BACS
ss	Print Bureau	Printing	PB6849	7510	24.00	Office	BACS
tt	The Buttercup Bakery	Kiosk	No285	5200	85.60	Kiosk	BACS
uu	Matthew Clark	Kiosk	2993154	5200	769.18	Kiosk	BACS
vv	Doqwoof	Film Royalties	M1004490	5100	331.62	Royalties	BACS
ww	Trinity	Film Royalties	INV-3898	5100	79.10	Royalties	BACS
xx	Parkland	Film Royalties	CM-UK-083	5100	120.00	Royalties	BACS
yy	Vocation Brewery	Kiosk	127941	5200	219.02	Kiosk	BACS
zz	Park Circus	Film Royalties	1374944	5100	2,317.52	Royalties	BACS
aaa	Paramount	Film Royalties	R2385409	5100	351.25	Royalties	BACS
bbb	AM Digital	Repairs	AMD2460	7100	405.36	Maintenance	BACS
ccc	Black Bear	Film Royalties	15198	5100	1,618.57	Royalties	BACS
ddd	Park Circus	Film Royalties	1375972	5100	192.40	Royalties	BACS
eee	Matthew Clark	Kiosk	3002479	5200	27.04	Kiosk	BACS
fff	Eighty Sita Productions	Film Royalties	000032	5100	241.25	Kiosk	BACS
ggg	Rosse Systems	Maintenance	512385	7100	439.20	Maintenance	BACS
hhh	Trafalgar	Film Royalties	296006	5100	160.01	Royalties	BACS
iii	PRL PRS	Music Licence	SIN2933069	7510	172.68	Office	BACS
					26,477.94		

Direct Debits

a	Croft	Telephone	7510	111.85	Office	DD
b	SSE	Gas Supply		3,118.01	Utilities	DD
c	O2	Telephone	7510	27.55	Office	DD
d						DD

3,257.41

Payments paid by Clerk

a	Matthew Clark	Kiosk	5200	898.39	Kiosk	BACS
b	Universal	Film Royalties	5100	1,960.50	Royalties	BACS
c	Universal	Film Royalties	5100	1,427.86	Royalties	BACS
d	Universal	Film Royalties	5100	301.80	Royalties	BACS

Payment and Receipt Schedule
22/01/2024

Hebden Royd Town Council
Accounts to be Paid

Item	Payee	Details	Invoice No	Ref	Amount	Cost Centre	Payment
a	Hebden Bridge Band	Pumpkin Trail	100		700.00	Project & Events	BACS
b	Invictus	Parent Support Groups	340		300.00	Community Funding	BACS
c	Page Park	Visioning Study	4816		3,600.00	Screen 2	BACS
d	HBCA	Data Recharge	17228		153.00	Office	BACS
					4,753.00		

Accounts previously paid by the Town Clerk

					Amount	Cost Centre	Payment
a	Amazon	Gaffer Tape	GB47YZ05ABEI		9.47	Projects & Events	BACS
b	Amazon	Power extension lead	GB47YCRJABEI		29.90	Projects & Events	BACS
c	Amazon	Cable Ties	206-3495976-7349154		9.49	Projects & Events	BACS
d	Calderdale MBC	Licence - LUTV	IN24149221		30.00	Projects & Events	BACS
e	Print Bureau	Flyers	PB6454		150.00	What's On HB	BACS
f	SLCC	Praticioners Conference	BK219123-1		454.00	Training	BACS
g	Shoulder of Mutton	Xmas dinner	2034		60	Hospitality	CC
h	Deeming Holdings	Xmas dinner			368	Hospitality	CC
i	Sage	Software	INV19946516		1108.8	Office expenses	DD
j	Peninsula	HR Support	U004684314		689.76	HR Support	DD
					2,909.42		

Card Payments

a	Old Deanery	Retirement gift	1765392317		152.00	Hospitality	CC
b	Calderdale MBC	Parking Fine (Ambulance)	60-50189		35.00	Projects & Events	CC
					187.00		

Direct Debits

a	Euro Digital Systems	Photocopier Dec		136091	197.85	Office	DD
					197.85		

TOTAL PAYMENTS

8,047.27