

**MEETING of the TOWN COUNCIL
held WEDNESDAY 8th JUNE 2022 at
HEBDEN BRIDGE TOWN HALL**

PRESENT Councillors: Hoyle (Chair), Bampton Smith, Courtney, Fenton, Freeth, Guilfoyle, Harvey, Hayes, Needham, Patient & Stevens.

Town Clerk - Jason Boom.

21. PUBLIC QUESTION TIME.

No questions were asked of the council.

22. APOLOGIES FOR ABSENCE.

Apologies were received from Cllrs Boggis, Cammack, Fraser, Hodgins, Stow, Young & Wood.

23. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

None declared at this time.

24. HEBDEN BRIDGE COMMUNITY ASSOCIATION

Hebden Bridge Community Association's (HBCA) Community Engagement Consultant Anita Hollingshead, accompanied by Graham Mynott, Director of the HBCA and Alan Gardner, a trustee of the HBCA with experience in historical buildings.

Anita encouraged questions and contact would be welcomed following the meeting.

The HBCA is considering at the future of the 'Older Part' HB Town Hall, its renewal and future use of the building. Work is focused on delivery at the 10th Anniversary Celebrations of the building of the 'Newer Part' of the Town Hall.

Consultation has been extensive at events, with user groups, in public places, with businesses and with partners.

Main themes have been improved access, more space for community use, historical/heritage information and improved facilities for users.

The HBCA accepts the need for an upgrade of the structure and practical services of the building.

Councillors made comments relating to ensuring involvement with the CMBC Year of Culture, the building should not shy away from changing its use, the meeting rooms must be accessible, improved and accurate signage. Members were keen to find ways to make sure the building was a living working space and that sections of the community who have little or no knowledge of the building are encouraged to engage the space with particular mention made to families, young people and young people's groups.

The de-carbonisation of the building was highlighted as being necessary as part of any renovations that may take place.

An offer was made of the architect sharing initial plans with the Town Council.

Note: Cllr Courtney joined the meeting.

25. PLANNING APPLICATIONS

Applications dealt with under delegation from Full Council.

- Application 22/20062/TPO - Prune one tree (Tree Preservation Order) – Greenfield, Brearley Lane, Mytholmroyd, Calderdale HX2 6JD.

It was moved by Cllr Hayes
Seconded by Cllr Freeth and
RESOLVED: to note the information.

It was moved by Cllr Hoyle
Seconded by Cllr Bampton Smith 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.

26. HRTC & HBPH PAYMENT & RECEIPT SCHEDULE

It was moved by Cllr Stevens
Seconded by Cllr Needham and
RESOLVED: to note items of information and to authorise payments totalling £7,712.55.

27. STANDING ORDERS & FINANCIAL REGULATIONS

It was moved by Cllr Needham
Seconded by Cllr Bampton Smith and
RESOLVED: To adopt the Standing Orders and Financial Regulations as circulated with a comment from Cllr Needham that he would like to see their relevance to the activities of the Town Council considered.

28. CONSTITUTION OF COMMITTEES AND DELEGATED POWERS

It was moved by Cllr Hoyle
Seconded by Cllr Young and
RESOLVED: To adopt the circulated Council Structure, committees and delegated powers.

29. COMMITTEE MEMBERSHIP

It was moved by Cllr Needham
Seconded by Cllr Hoyle and
RESOLVED: To assign Councillors to committees for 2022/23 as agreed below.

30. GRIEVANCE PANEL MEMBERSHIP

It was moved by Cllr Hoyle
Seconded by Cllr Young and
RESOLVED: To appoint a Grievance Panel for 2022/23 as agreed below.

31. APPEALS PANEL MEMBERSHIP

It was moved by Cllr Needham

Seconded by Cllr Young and

RESOLVED: To appoint an appeals panel for 2022/23 as agreed below.

32. APPOINTMENT OF HRTC INTERNAL FINANCIAL CONTROLLERS

It was moved by Cllr Hoyle

Seconded by Cllr Young and

RESOLVED: To appoint an internal financial controller for 2022/23 as agreed below.

COUNCILLOR MEMBERSHIPS 2022-23

Climate Emergency

<i>Nikki Harvey</i>	<i>Sue Fenton</i>
<i>Val Stevens</i>	<i>Scott Patient</i>
<i>Richard Needham</i>	<i>Christine Bampton Smith</i>

Community Funding Committee

<i>Sue Fenton</i>	<i>Val Stevens</i>
<i>Bernice Hayes</i>	<i>Pat Fraser</i>
<i>Patsi Guilfoyle</i>	<i>June Cammack</i>

Environment & Allotments

<i>Dave Young</i>	<i>Patsi Guilfoyle</i>
<i>Tony Hodgins</i>	<i>Bernice Hayes</i>
<i>Nikki Harvey</i>	<i>Christine Bampton Smith</i>

Events & Christmas Lighting

<i>Geoff Wood</i>	<i>Pat Fraser</i>
<i>Carol Stow</i>	<i>Tony Hodgins</i>
<i>Bernice Hayes</i>	

Neighbourhood Plan

<i>Scott Patient</i>	<i>Rob Freeth</i>
<i>Tony Hodgins</i>	<i>Karl Boggis</i>

Picture House Committee (no changes until full council elections in 2023)

<i>Carol Stow</i>	<i>Geoff Wood</i>
<i>Sarah Courtney</i>	<i>Richard Needham</i>
<i>Patsi Guilfoyle</i>	<i>Tony Hodgins</i>

Staffing Committee

<i>Richard Needham</i>	<i>Nikki Harvey</i>
<i>Sarah Courtney</i>	<i>Bernice Hayes</i>
<i>Carol Stow</i>	<i>Dave Young</i>

Strategy & Review

<i>Richard Needham</i>	<i>Dave Young</i>
<i>Carol Stow</i>	<i>Geoff Wood</i>
<i>Nikki Harvey</i>	<i>Sue Fenton</i>
<i>Val Stevens</i>	<i>Karl Boggis</i>

Twinning

<i>Rob Freeth</i>	<i>Pat Fraser</i>
<i>June Cammack</i>	

Grievance Panel

<i>Val Stevens</i>	<i>Karl Boggis</i>
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Appeals Panel

<i>Sue Fenton</i>	<i>June Cammack</i>
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Internal Financial Controller

<i>Bernice Hayes</i>	
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33.

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

It was moved by Cllr Needham

Seconded by Cllr Bampton Smith and

RESOLVED: To appoint Councillors to the following Outside Bodies for 2022/23.

OUTSIDE BODIES REPRESENTATIVES 2022/23

- a) **HEBDEN BRIDGE TWINNING SOCIETY**
Cllrs Pat Fraser and June Cammack
- b) **ROYD REGENERATION**
Cllrs Scott Patient and Jane Hoyle
- c) **HEBDEN BRIDGE WALKERS ACTION GROUP**
Cllr Sue Fenton
- d) **YORKSHIRE ASSOCIATION OF LOCAL COUNCILS – South Pennines**
Cllrs Val Stevens and Richard Needham
- e) **TOWN AND PARISH COUNCIL LIAISON COMMITTEE**
Cllr Sarah Courtney
- f) **HEBDEN BRIDGE COMMUNITY ASSOCIATION**
1 Post
- g) **HEBDEN ROYD FLOOD ACTION**
1 Post
- i) **MYTHOLMROYD STATION PARTNERSHIP**
Cllr Karl Boggis
- j) **OLD PEOPLES WELFARE COMMITTEE**
Cllrs Pat Fraser and June Cammack
- k) **CALDERDALE FLOOD RESILIENCE OPERATIONAL GROUP**
1 Post
- l) **HEBDEN BRIDGE & MYTHOLMROYD TOWN BOARD**
4 Posts (2 from HB & Mytholmroyd)
Cllrs Richard Needham, Carol Stow, Tony Hodgins and 1 vacancy.
- n) **STUBB PLAYING FIELD ASSOC**
Cllr June Cammack

- o) **HEBDEN BRIDGE BRASS BAND**
Cllr Bampton Smith
- p) **HEBDEN BRIDGE BUSINESS FORUM**
Cllrs Geoff Wood and Rob Freeth
- r) **Cragg Vale Community Association**
Cllr Jane Hoyle
- s) **Mytholmroyd Community Centre**
Cllr Tony Hodgins
- t) **Environment Agency – Hebden Bridge - Flood Alleviation Scheme**
Seeking Clarification on the number of posts. The Town Clerk is to seek clarification on ongoing membership on this board with the EA.

HRTC WORKING PARTIES

- a) **DIABILITY ACCESS FORUM**
Cllrs Carol Stow and Patsi Guilfoyle
- b) **AGE FRIENDLY WORKING PARTY**
Cllrs Stevens, Fenton & Hoyle.

HRTC GRANT AWARDS – MEMBERSHIP ON MANAGEMENT BOARDS

To be confirmed by the Community Funding Committee.

- 34. HEBDEN ROYD TOWN COUNCIL ANNUAL ACCOUNTS 2021/22**
It was moved by Cllr Bampton Smith
Seconded by Cllr Freeth and
RESOLVED: To approve the annual accounts of both the Town Council & the Hebden Bridge Picture House.
- 35. ANNUAL GOVERNANCE STATEMENT**
It was moved by Cllr Bampton Smith
Seconded by Cllr Needham and
RESOLVED: To approve the Annual Governance Statement for the Financial Year 2021/22 – Section 1 of Annual Return paragraphs 1 to 9.
- 36. ANNUAL RETURN**
It was moved by Cllr Bampton Smith
Seconded by Cllr Steven and
RESOLVED: To approve the Statement of Accounts for the financial year 2021/22 as set out in Section 2 of the Annual Return.
- 37. HRTC CORPORATE & FINANCIAL RISK ASSESSMENTS**
It was moved by Cllr Needham
Seconded by Cllr Bampton Smith and
RESOLVED: To adopt the risk assessments as presented.

Cllr Needham shared with the meeting the recent review of Risk Assessments at the Picture House undertaken by ELCONS and their compliance with IOSH standards.

38. ATTENDANCE REGISTER

It was moved by Cllr Patient

Seconded by Cllr Courtney and

RESOLVED: To note the attendance register for Councillors in 2021/22.

39. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.

- | | |
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| a) High Hirst Meadows as a Local Wildlife Site | CMBC |
| b) Mytholmroyd Anti-Social Behaviour | CMBC |
| c) White Rose Update - 27 th May 2022 | YLCA |

In respect of:

- a) Cllr Harvey thanked CMBC Officers for recognising the ecological importance of the site/area and how it could be used to source funding for the area.
- b) Cllr Bampton Smith reported on the swift actions of the local police and the CMBC Community Wardens.

It was moved by Cllr Bampton Smith

Seconded by Cllr Stevens and

RESOLVED: note the actions.

40. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT

It was moved by Cllr Hoyle

Seconded by Cllr Hayes and

RESOLVED: to note the activities of the Mayor.

41. MINUTES OF THE TOWN COUNCIL held 1st June 2022.

It was moved by Cllr Bampton Smith

Seconded by Cllr Patient and

RESOLVED: To accept the minutes and approve as a correct record.

42. REPRESENTATIVES TO OUTSIDE BODIES

Cllr Bampton Smith reported on the Jubilee Celebrations at the Mytholmroyd Station Car Park and the strong HRTC presence at the event.

The Meeting finished at 8.39pm.

Payment and Receipt Schedule
8th July 2022

Hebden Royd Town Council

Accounts to be Paid

Item no:	Payee	Details	Amount	Cost Centre	PayMethod
a	Briggs Priestley	Badges	46.80	Office	BACS
b	Smith Of Derby	Clock Service	229.20	Clocks	BACS
c	YLCA	Training	50.00	Training	BACS
			326.00		

Hebden Bridge Picture House

Accounts to be Paid

Item no:	Payee	Details	Amount	Cost Centre	PayMethod
a	Altitude	Film Royalties	120.00	Royalties	BACS
b	Blue Finch	Film Royalties	221.60	Royalties	BACS
c	MUBI	Film Royalties	120.00	Royalties	BACS
d	Park Circus	Film Royalties	222.76	Royalties	BACS
e	Park Circus	Film Royalties	216.00	Royalties	BACS
f	Park Circus	Film Royalties	188.40	Royalties	BACS
g	Park Circus	Film Royalties	352.96	Royalties	BACS
h	Signature	Film Royalties	120.00	Royalties	BACS
I	Sovereign	Film Royalties	206.08	Royalties	BACS
j	Universal	Film Royalties	1,776.25	Royalties	BACS
k	Universal	Film Royalties	677.03	Royalties	BACS
l	Trafalgar	Streaming	380.00	Streaming	BACS
m	Brooks	Kiosk Supplies	86.69	Kiosk	BACS
n	Buttercup Bakery	Kiosk Supplies	71.20	Kiosk	BACS
o	Dobson	Kiosk Supplies	139.72	Kiosk	BACS
p	Empire	Kiosk Supplies	115.20	Kiosk	BACS
q	Just Jennys	Kiosk Supplies	67.20	Kiosk	BACS
r	Matthew Clarke	Kiosk Supplies	590.62	Kiosk	BACS
s	Matthew Clarke	Kiosk Supplies	536.03	Kiosk	BACS
t	Retail Leisure	Kiosk Supplies	206.32	Kiosk	BACS
u	Retail Leisure	Kiosk Supplies	141.52	Kiosk	BACS
v	Suma	Kiosk Supplies	370.33	Kiosk	BACS
w	Turner & Wrights	Kiosk Supplies	428.02	Kiosk	BACS
x	POS Yorkshire	Film Delivery	198.00	Film Delivery	BACS
y	Scott Janitorial	Cleaning	34.62	Cleaning	BACS
			7,586.55		