

**MEETING of the TOWN COUNCIL**  
**held WEDNESDAY 16<sup>th</sup> 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 190<sup>th</sup> 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 19<sup>th</sup> 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 26<sup>th</sup> 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 27<sup>th</sup> 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 2<sup>nd</sup> 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 9<sup>th</sup> 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**

<b>Item no:</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Cost Centre</b>	<b>Payment Method</b>
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
			<b>4,196.34</b>		

**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
			<b>584.23</b>		

**Card Transactions Processed 1.7.23 - 31.7.23**

a	See Schedule	<b>1,307.34</b>
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**Direct Debit Payments**

a	EuroDigital	Photocopier	82.76	Office	DD
b	Eurodigital	Photocopier	188.17	Office	DD
			<b>270.93</b>		

<b>TOTAL PAYMENTS</b>	<b>6,358.84</b>
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**Payment and Receipt Schedule**  
**16/08/2023**

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

<b>Item</b>					<b>Payment</b>
<b>no:</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Cost Centre</b>	<b>Method</b>
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
			<b>20,637.05</b>		

**Accounts paid by the Clerk**

<b>Item</b>					<b>Payment</b>
<b>no:</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Cost Centre</b>	<b>Method</b>
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
			<b>2,413.89</b>		

**Card Transactions Processed 1.7.23 - 31.7.23**

a	Card Payment	Petty Cash	<b>193.10</b>	Office	BACS
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**Direct Debit Payments**

a	Croft Communications	Phone/Data	81.80	Office	DD
			<b>81.80</b>		

**TOTAL PAYMENTS    23,325.84**