

**MEETING of the TOWN COUNCIL  
held WEDNESDAY 6<sup>th</sup> December 2023 at  
HEBDEN BRIDGE TOWN HALL**

**MINUTES**

**PRESENT** Councillors: Hayes (Chair), Bampton Smith, Boggis, Butterick, Davenport, Guilfoyle, Fraser, Harvey, Hedges, Howes, Hoyle, Matthias, McNicholas, Morse & Needham.

**Town Clerk -** Jason Boom

Two members of the public – Liz Anstee & Nina Grimes.

**288. PUBLIC QUESTION TIME.**  
No questions were asked of the council.

**289. APOLOGIES FOR ABSENCE.**  
Apologies were received from Cllrs Boden & Cammack.

**290. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.**  
No interests were declared at this time.

Note: the agenda was rearranged.

**291. COMMUNICATIONS**

- a) Youth House – Right to Bid Report CMBC
- b) Reply to Right to Bid Report Reach4Ward/NPowerhouse Gym

The following items were discussed with presentation from both Liz Anstee (Reach4ward) and Nina Grimes (Northern Powerhouse Gym) who both outlined their groups current positions and aspirations for the future.

The meeting discussed the opportunities highlighted at Youth House and the process that has been undertaken by both local groups and Calderdale MBC with the Town Council acknowledging the need for appropriate facilities. Reach4ward & Northern Powerhouse Gym advocated the need for a broad vision to support the statutory Youth Strategy that Calderdale MBC must provide, but has yet to, and the need for appropriate facilities to support young people. They outlined groups who are currently unable to secure premises to deliver their activities which are primarily directed towards young people.

The meeting considered how the Town Council would look to support young people with Councillors advocating the need to start considering a vision for the Town Council to support Calderdale MBC as they develop their youth strategy and deliver it.

It was moved by Cllr Needham

Seconded by Cllr Guilfoyle and

**RESOLVED:** for HRTC to seek to start discussions with Calderdale MBC and local interested parties regarding youth provision supporting the development of a Calderdale Wide Youth Strategy with Hebden Royd at the fore.

**PLANNING APPLICATIONS**

- a. Application 23/50003/FCC** at Paper Mill, Wood Castle Gate, Cragg Vale for Felling Licence.  
It was moved by Cllr Butterick  
Seconded by Cllr Howes and  
**RESOLVED: NO OBJECTION.**
- b. Application 23/01095/LBC** at Hebden Bridge Railway Station, Station Road, Hebden Bridge, HX7 6JE for Installation of customer information screen at the side entrance to the station, and replacement of public help points along station and ticket office (Listed Building Consent).  
It was moved by Cllr Needham  
Seconded by Cllr Guilfoyle and  
**RESOLVED: NO OBJECTION.**
- c. Application 23/01103/LBC** at Hebden Bridge Railway Station, Station Road, Hebden Bridge, HX7 6JE for Installation of 1No. bus stop shelter on roundabout outside the front entrance.  
It was moved by Cllr Needham  
Seconded by Cllr Guilfoyle and  
**RESOLVED: NO OBJECTION** with a request that the markings to be made to surfaces adjacent to the shelter are respectful and sympathetic to the setting and the close proximity of the listed Hebden Bridge Train Station.
- d. Application 23/01038/FUL** at Land West Of Rose Villas, Heptonstall Road, Hebden Bridge for Residential development of six dwellings.  
It was moved by Cllr Howes  
Seconded by Cllr Needham and  
**RESOLVED: NO OBJECTION** with a request that an appropriate slope assessment is undertaken of the site is undertaken to ensure suitability for development and that further consideration is given to the proposed aluminium window casements due to its close proximity to the Hebden Bridge Conservation area.  
Cllr Harvey asked that her objection to the proposal be noted.

Applications dealt with under delegation from Full Council.

- Application 23/20190/TPO at Paper Mill Wood, Castle Gate, Cragg Vale for Pruning two Beech trees, removal of saplings and management of Holly trees (Tree Preservation Order) (Cragg Vale ward).
- Application 23/20188/TPO at Glen House, Cragg Road, Mytholmroyd, HX7 5SQ for Prune Trees (Tree Preservation Order).

It was moved by Cllr Hayes  
Seconded by Cllr Boggis and  
**RESOLVED:** to note the decisions taken under delegated powers.

It was moved by Cllr Hayes  
Seconded by Cllr Boggis 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.

**293. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC**

It was moved by Cllr Bampton Smith  
Seconded by Cllr Boggis and  
**RESOLVED:** to note the information.

**294. APPLICATIONS FOR PLANNING PERMISSION REFUSED BY CALDERDALE MBC**

It was moved by Cllr Bampton Smith  
Seconded by Cllr Boggis and  
**RESOLVED:** to note the information.

**295. HRTC & HBPH PAYMENT & RECEIPT SCHEDULE**

It was moved by Cllr Boggis  
Seconded by Cllr Howes and  
**RESOLVED:** to receive the schedule, note items of information and to authorise payments totalling £66,120.51.

**296. HRTC STATEMENT OF ACCOUNT**

It was moved by Cllr Boggis  
Seconded by Cllr Howes and  
**RESOLVED:** to note the Statement of Account up to end October 2023.

**297. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.**

c) 2024/25 Budget Process	CMBC
d) Resignation	Magdalene Maguire
e) Hebden Bridge	Winton Harrison

It was moved by Cllr Bampton Smith  
Seconded by Cllr Boggis and  
**RESOLVED:** to note the information in items c) & d) with a) & b) being dealt with by minute 291.  
Item e) created discussion regarding Pride in our Town, with a feeling that there is a need for action. The meeting was reminded of Cllr Boden's activity in seeking increase waste bins on the canal and areas leading to the areas and the points highlighted in questions and suggestions earlier in the year. These points should again be raised at the Strategy & Review Committee.

**298. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT**

It was moved by Cllr Hayes  
Seconded by Cllr Fraser and  
**RESOLVED:** to accept the report highlighting the Fantastic SMagic production of Frozen at St Michaels Church in Mytholmroyd.  
Cllr Fraser thanked the Mayor for the honour of representing the Town Council at Remembrance Sunday Services.

**299. COMMITTEE MEMBERSHIP**

It was moved by Cllr McNicholas  
Seconded by Cllr Needham and

**RESOLVED:** to add Cllr Boggis to the Climate Emergency Committee, Cllr McNicholas to the Community Funding and Projects & Events Committee and Cllr Hedges to the Grievance Panel.

**300. OUTSIDE BODIES VACANCIES**

It was moved by Cllr Guilfoyle

Seconded by Cllr Hedges and

**RESOLVED:** to add Cllr Harvey to Hebden Bridge Walkers Action and Cllrs Guilfoyle & Hedges as join reps to the Hebden Bridge Group Practice Patient Participation Group.

**301. NEIGHBOURHOOD PLAN**

It was noted that the remaining policies from the Neighbourhood Planning Document, following its review by Calderdale MBC were embedded in the activities of the Climate Emergency Committee.

**302. MINUTES OF THE TOWN COUNCIL held 8<sup>th</sup> November 2023**

It was moved by Cllr Bampton Smith

Seconded by Cllr Davenport and

**RESOLVED:** to approve the minutes as a correct record.

**303. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held 22<sup>nd</sup> November 2023**

It was moved by Cllr Boggis

Seconded by Cllr Butterick and

**RESOLVED:** to accept the recommendations with the Town Clerk asked to attend to grammatical alterations required in the newly adopted financial regulations and standing orders before circulation to members.

**304. MINUTES OF THE PROJECTS & EVENTS COMMITTEE held 29<sup>th</sup> November 2023**

It was moved by Cllr Fraser

Seconded by Cllr Howes and

**RESOLVED:** to accept the minutes as a true record highlighting the setting of a budget proposal, the successful Pumpkin Festival and the positive response to the Environmentally responsible festive lights and their impact on the Hebden Royd streetscene. It was clarified that CMBC are responsible for the Christmas Trees in Calderdale and that HRTC will be looking to work with them in the future to ensure future installations will have appropriate impact.

**305. REPRESENTATIVES TO OUTSIDE BODIES**

a) Wind Farm Proposals – Walshaw Moor.

Cllr Butterick & Harvey shared comments made at a meeting, hosted by Wadsworth & Heptonstall Parish Councils, regarding the scoping of the scheme. They highlighted concerns raised at the meeting including bio-diversity loss, impact on peat bogs, visual impact, disruption during construction amongst others. They also advise of potential financial gain to local communities.

The meeting suggested a formal proposal may well be submitted in Spring 2024.

The meeting discussed the approach HRTC should take and how an opinion/position should be developed which will require the Town Council to

be well versed in the information to date, and the information that would be submitted in a formal proposal.

The Town Council remain content with Cllrs Butterick & Harvey representing the Town Council.

b) Hebden Bridge Disability Action Forum.

Cllr Guilfoyle reported on the recent meeting which had discussed the ongoing A Board Trial and its lack of synergy with Street Furniture and Pavement Licences for Cafes in Hebden Bridge.

c) Friends of Calder Holmes Park.

Cllr Guilfoyle confirmed that the group continues to meet and plans to formally adopt a constitution in the near future.

Meeting finished at 8.55pm.

**Payment and Receipt Schedule**  
**06.12.23**

**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	Print Bureau	Christmas Cards	118.80	Mayor	BACS
b	Briggs Priestley	Honours Board	42.00	Office	BACS
c	CPRE	Membership	39.00	Office	BACS
d	HBCA	Data/IT Recharge	153.00	Office	BACS
e	P3	Hardware	148.80	Office	BACS
f	P3	IT Support	135.06	Office	BACS
g	P3	IT Support	135.06	Office	BACS
h	P4	IT Support	100.00	Office	BACS
i	P3	IT Support Annual Contract	1914.00	Office	BACS
j	BNP Parabas	Photocopier	938.40	Office	BACS
k	Mytholmroyd Com Cent	Room Hire	320.00	Youth Employment	BACS
l	SLCC	ILCA	144.00	Training	BACS
m	CMBC	Spring Ship Grant	13623.00	Projects/Contingency	BACS
n	Gardenius	Community Bulbs	984.00	Env & Allots	BACS
o	Paul Knights	Pumpkin Trail Engagement	300.00	Projects & Events	BACS
p	Emma Leeming	Christmas Crafts	50.00	Projects & Events	BACS
q	Leya Jonson	Christmas Crafts	17.50	Projects & Events	BACS
r	Nicola Salter	Christmas Workshop	150.00	Projects & Events	BACS
s	Norah Hamill	Christmas Workshop	150.00	Projects & Events	BACS
t	Lisa Moreland	Santas Grotto	50.00	Projects & Events	BACS
u	Stephen Sharp	Santas Grotto	25.00	Projects & Events	BACS
v	Lumalite	Grotto & Lighting	3600.00	Projects & Events	BACS
w	Event Equipment Hire	Stage Hire	2040.00	Projects & Events	BACS
x	Sand In Your Eye	Ice Carve - Throne	3000.00	Projects & Events	BACS
y	Vibrations Studio	PA System - Mytholmroyd	660.00	Projects & Events	BACS
z	Vibrations Studio	PA System - Hebden	540.00	Projects & Events	BACS
aa	Community Donations	Group Performances	500.00	Projects & Events	BACS
			<b>29,877.62</b>		

**Card Transactions Processed 1.9.23 - 31.10.23**

See Schedule

**10,363.79**

**Grants Paid as Awarded**

See Schedule

**9,063.00**

**Direct Debit Payments**

a	Euro Digital	Photocopying	166.31	Office	Direct Debit
			<b>166.31</b>		

**Accounts previously paid by the clerk**

a	Norah Hamill	Crafts - Pumpkin Trail	300.00	Project & Events	
b	Nicola Salter	Crafts - Pumpkin Trail	315.00	Project & Events	
c	HT Direct	1st Aid Provision	100.00	Project & Events	
d	Carolyn Warren	Account Support	195.00	Account Support	
e	Carolyn Warren	Account Support	196.00	Account Support	
			1,106.00		

**TOTAL PAYMENTS**

**51,682.72**

**Payment and Receipt Schedule**  
**06/12/2023**

**Hebden Bridge Picture House**  
**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	Disney	Film Royalties	480.37	Royalties	BACS
b	Paramount	Film Royalties	180.16	Royalties	BACS
c	Park Circus	Film Royalties	120.00	Royalties	BACS
d	Park Circus	Film Royalties	595.60	Royalties	BACS
e	Park Circus	Film Royalties	200.98	Royalties	BACS
f	Seventh Art	Film Royalties	331.25	Royalties	BACS
g	Studio Soho	Film Royalties	138.60	Royalties	BACS
h	Tull Stories	Film Royalties	302.05	Royalties	BACS
i	Trafalgar	Film Royalties	310.50	Royalties	BACS
j	Trafalgar	Film Royalties	219.50	Royalties	BACS
k	Universal	Film Royalties	108.00	Royalties	BACS
l	Universal	Film Royalties	241.43	Royalties	BACS
m	Universal	Film Royalties	180.20	Royalties	BACS
n	Vertigo	Film Royalties	193.20	Royalties	BACS
o	Warners	Film Royalties	1763.10	Royalties	BACS
p	Buttercup Bakery	Kiosk Supplies	85.60	Kiosk	BACS
q	Buttercup Bakery	Kiosk Supplies	117.80	Kiosk	BACS
r	Buttercup Bakery	Kiosk Supplies	123.40	Kiosk	BACS
s	Buttercup Bakery	Kiosk Supplies	246.80	Kiosk	BACS
t	Eden Farm	Kiosk Supplies	93.24	Kiosk	BACS
u	JL Brooks	Kiosk Supplies	150.33	Kiosk	BACS
v	JL Brooks	Kiosk Supplies	109.35	Kiosk	BACS
w	Jimmy's	Kiosk Supplies	250.92	Kiosk	BACS
x	Jimmy's	Kiosk Supplies	321.01	Kiosk	BACS
y	Just Jenny's	Kiosk Supplies	175.20	Kiosk	BACS
z	Just Jenny's	Kiosk Supplies	87.60	Kiosk	BACS
aa	Matthew Clark	Kiosk Supplies	610.34	Kiosk	BACS
bb	Suma	Kiosk Supplies	369.37	Kiosk	BACS
cc	PPS	Cleaning Supplies	187.68	Cleaning	BACS
dd	POS Yorks	Film Delivery	158.40	Film Delivery	BACS
ee	Print Bureau	Print	30.00	Office	BACS
ff	Print Bureau	Print	24.00	Office	BACS
gg	Print Bureau	Print	24.00	Office	BACS
hh	Savoy Systems	Box Office	830.62	Box Office	BACS
ii	Vocation	Kiosk Supplies	195.88	Kiosk	BACS
			<b>9,556.48</b>		

**Accounts paid by the Clerk**

<b>Item no:</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Cost Centre</b>	<b>Payment Method</b>
a	Matthew Clark	Kiosk	558.84	Kiosk	BACS
			<b>558.84</b>		

**Card Transactions Processed 1.9.23 - 3.10.23**

a	Total Transactions	Various	4,213.57	Various	Card Payment
			<b>4,213.57</b>		

**Direct Debit Payments**

a	O2	Mobile Phone	25.33	Office	DD
b	Croft	Phone & Data	83.57	Office	DD
			<b>108.90</b>		