

**22 May 2025**

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 28 MAY 2025 at 7.30pm.**

A handwritten signature in black ink, appearing to read 'Emma Green', is shown within a light grey rectangular box.

Emma Green  
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 to the questioner.

**2. APOLOGIES AND REASONS FOR ABSENCE.**

To note apologies for absence and approve the reasons for absence where presented.

**3. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.**

To receive and note interests relating to the agenda.

**4. EMERGENCY PLANNING**

To receive a presentation from west Yorkshire Resilience Forum regarding the Town Councils role in Emergency Planning.

**5. 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 25/00350/FUL** at Land Adjacent The Vicarage, Mytholm Bank, Hebden Bridge for New dwelling. (West End ward).
- b. **Application 25/20077/TPO** at 23 The Brook, Mytholmroyd, HX7 5ED for Fell one tree and prune three trees (Tree Preservation Order). (Cragg Vale ward).
- c. **Application 25/00387/LBC** at Wood End House, Wood End, Keighley Road, Hebden Bridge, HX7 8HW for Replace ridge stone (Listed Building Consent). (Birchcliffe ward).
- d. **Application 25/00201/HSE** at 2 Castle Hall, Cragg Road, Mytholmroyd, HX7 5SN for Terrace and Spiral Staircase. (Cragg Vale ward).
- e. **Application 25/00443/HSE** at 47 Erringden Road, Mytholmroyd, HX7 5AR for Alterations to existing extension. Re-skin walls and add pitched roof. (Caldene ward).
- f. **Application 25/00156/FUL** at Land Opposite The Dusty Miller, Burnley Road, Mytholmroyd for Construction of a 2 metre high cast iron sculpture relating to the work of poet Ted Hughes. (Caldene ward).
- g. **Application 25/00322/LBC** at 55 Bridge Lanes, Hebden Bridge, HX7 6AT for Restoration of property, replacement windows and repairs to roof (Listed Building Consent). (Fairfield ward).
- h. **Application 25/10010/ADV** at 1 Carlton Chambers, Crown Street, Hebden Bridge, HX7 8ES for Replace surround around ATM (Advertisement Consent). (Fairfield ward).
- i. **Application 25/00447/LBC** at 3 Little Park Farm, Park Lane, Mytholmroyd, HX7 5BL for Replace patio doors with gritstone mullions, door and windows and replace concrete lintel (Listed Building Consent). (Caldene ward).
- j. **Application 25/20097/TPO** at 16 Caldene Croft, Mytholmroyd, HX7 5AE for Fell one tree (Tree Preservation Order). (Caldene ward).
- k. **Application 25/00501/TNO** at Land Junction Of Long Lane And Hall Bank Lane, Mytholmroyd for 21m slimline lattice tower, accommodating 3no. antenna, 3no. dishes, 2no. equipment cabinets, 1no meter cabinet, with ancillary development thereto. The installation will be contained within a proposed 2.4m high fence. (Cragg Vale ward).
- l. **Application 25/00494/LBC** at Mytholmroyd Railway Station, New Road, Mytholmroyd for New internal secondary double glazing. (Cragg Vale ward).

m. **Application 25/00495/LBC** at Mytholmroyd Railway Station, New Road, Mytholmroyd for Suspended ceilings at ground and first floor levels and fire rated floor to second floor. (Cragg Vale ward).

Applications dealt with under delegation from Full Council.

- Application 25/20084/TPO at 1 Oak Bank, Savile Road, Hebden Bridge HX7 6BY for Prune three trees.

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.

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

- ✓ a. Application 25/20037/TPO at Throstle Bower Farm, Midgley Road, Mytholmroyd, HX7 5QT for Fell three trees (Tree Preservation Order).
- ✓ b. Application 25/00096/LBC at Bell House, Cragg Lane, Cragg Vale, HX7 5RU for Replace windows (Listed Building Consent)
- ✓ c. Application 25/00032/HSE at Swatt Cottage, Coppy Nook Lane, Cragg Vale, HX7 5TX for Alterations to the fenestration and internal changes to the layout.
- ✓ d. Application 24/01203/HSE at Greenroyd Thorn Bank, Burnley Road, Mytholmroyd, HX7 8BA for Rear single storey extension to dwelling.
- ✓ e. Application 24/00413/COU at Property Known As 17A Bank Bottom, Cragg Road, Mytholmroyd for Change of use from residential at lower ground floor to shop/café.
- ✓ f. Application 25/20044/TPO at Acre House, Savile Road, Hebden Bridge, HX7 6ND for Fell one tree (Tree Preservation Order).
- X g. Application 25/20026/TPO at Heartsease, 1 Caldene Croft, Mytholmroyd, HX7 5AE for Management of trees including pruning (T1, T2, T4 and T5) and removal (T3) (Tree Preservation Order).
- ✓ h. Application 25/00228/HSE at 50 Caldene Avenue, Mytholmroyd, HX7 5AJ for First floor side extension, single storey rear extension. Internal alterations.

- ✓ i. Application 25/00220/HSE at 8 Stocks Crescent, Mytholmroyd, HX7 5BA for First Floor Extension.
- ✓ j. Application 25/00105/HSE at Craig Lea, Windsor Road, Hebden Bridge, HX7 8LF for Replacing existing window to second floor at gable end to bi fold doors with juliette balcony and solar panels.
- ✓ k. Application 25/20070/TPO at 16 The Brook, Mytholmroyd, HX7 5ED for Prune one tree (Tree Preservation Order).

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

- X a. 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.
- ✓ b. Application 25/20058/TPO at Hoo Hole Orchard, Hoo Hole Lane, Cragg Vale, HX7 5HA for Fell one tree (Tree Preservation Order).

**8. HRTC & HBPH PAYMENT SCHEDULE.**

To receive schedule, note items of information and to authorise payments totalling £45,415.37 (enc).

**9. FINANCIAL REGULATIONS**

To receive the revised Financial Regulations following statutory amends in respect of the Procurement Act 2024 recommended for approval at a meeting of the Strategy & Review Committee held 7 May (Minute 532) and to decide on actions (enc).

**10. STANDING ORDERS**

To receive the revised Standing Orders as updated as per the Model Standing Orders in accordance with NALC recommendations recommended for approval at a meeting of the Strategy & Review Committee held 7 May (Minute 531) and to decide on actions (enc).

**11. CODE OF CONDUCT AND REGISTER OF INTERESTS**

To reaffirm members commitments in respect of the Code of Conduct and Register of Financial Interests (enc).

**12. ATTENDANCE REGISTER**

To receive the attendance of councillors over the council year 2024/25 (enc).

**13. COMMITTEE MEMBERSHIP**

To consider the proposed committee membership for 2025/26 membership and decide on actions as appropriate (enc).

- 14. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**  
To consider the proposed appointments to outside bodies for 2025/26 and decide on actions as appropriate (enc).
- 15. MEETING DATES**  
To receive a list of meeting dates for 2025/26 (enc).
- 16. WARD WORK.**  
To receive reports from councillors and to decide on appropriate actions.
- 17. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.**  
To receive and decide actions on communications (enc).  
a. Letter from Resident Calderdale Energy Park  
b. YLCA Training Programme  
c. CMBC Station Road Car Park
- 18. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT.**  
To receive and note the activities of the Mayor (enc).
- 19. MINUTES OF THE TOWN COUNCIL held 23 APRIL 2025.**  
To consider minutes and approve as a correct record (enc).
- 20. MINUTES OF THE LOCAL ENVIRONMENT & CLIMATE COMMITTEE held 30 APRIL 2025.**  
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) (enc).
- 21. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held 7 MAY 2025.**  
To consider minutes, endorse recommendations therein and approve as a correct record (enc).
- 22. MINUTES OF THE PICTURE HOUSE COMMITTEE held 14 MAY 2025.**  
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) (enc).
- 23. MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL/ MAYOR MAKING held 20 MAY 2025.**  
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) (enc).
- 24. WORKING GROUPS.**  
To receive reports from and to decide on appropriate actions:  
a) Disability Access Forum

**25. REPRESENTATIVES TO OUTSIDE BODIES.**

To receive reports from representatives to outside bodies and other organisations.

**26. EXCLUSION OF THE PRESS AND PUBLIC.**

To resolve to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 during consideration of items of a confidential nature.