

31 July 2025

To Members of the Council

Dear Sir/Madam



You are hereby summoned to a meeting of the **PICTURE HOUSE COMMITTEE**
(Cllrs: Butterick, Fraser, Harvey, Howes, Morse, Turner and Young)
which will be held in the Greenwood Room in Hebden Bridge Town Hall on
WEDNESDAY 6 AUGUST at 7:30pm

Emma Green
Town Clerk to the Council

AGENDA

- 1. APOLOGIES FOR ABSENCE**
To receive apologies for absence and reasons, and any substitutions.
- 2. MEMBERS INTERESTS RELATING TO AGENDA ITEMS**
To receive declarations of members' interests relating to agenda items for this meeting and any requests for dispensation.
- 3. MINUTES OF THE MEETING HELD 9 JULY 2025**
To report on matters arising from the minutes of meeting held 9 July 2025 not itemised on this agenda. (enc)
- 4. FRIENDS OF THE PICTURE HOUSE**
To receive a report on the work of the Friends of the Picture House.
- 5. HBPH MANAGERS' REPORT**
To receive a report from the Manager of the Picture House on operational matters and to decide on actions as appropriate (to be tabled at the meeting).
- 6. FINANCIAL REPORT**
To receive the financial report and decide on actions as appropriate (to be tabled at the meeting).
- 7. HBPH – A HERITAGE FIT FOR THE FUTURE**
To receive information in respect of the Picture House project:
 - a) Meeting with NLHF – update
 - b) Stakeholder Engagement Day - Feedback
 - c) Team Engagement Session - Feedback
 - d) Engagement Plan – Plans and Project Ambassadors
- 8. 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.

HEBDEN ROYD TOWN COUNCIL

Meeting of the PICTURE HOUSE COMMITTEE Held WEDNESDAY 9 JULY 2025

MINUTES

PRESENT: Councillors: Butterick (Chair), Fraser, Harvey, Hedges, Morse, and Young.

Also: Picture House Manager: Pete Berrisford
HRTC Clerk: Emma Green

89. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Howes and Cllr Turner with Cllr Hedges substituting for Cllr Howes.

90. MEMBERS INTERESTS RELATING TO AGENDA ITEMS

There were no interests reported at this meeting.

91. MINUTES OF THE MEETING HELD 4 JUNE 2025

To report on matters arising from the minutes of meeting held 4 June 2025 not itemised on this agenda.

RESOLVED: There were no matters arising

92. FRIENDS OF THE PICTURE HOUSE

A report on the activities of the Friends of the Picture House was received. This highlighted the ongoing success of the Making Friends programme, and the idea to recreate the gala films at next year's Handmade Parade (funding permitting).

A further £500 vouchers have been bought to share at local foodbanks, and Calder Food Support was noted as an organisation which may benefit from this project.

Heritage open day will take place on 20 September.

RESOLVED: to note thanks for the continued support and good work of the FoPH.

93. HBPH MANAGERS REPORT

A report was tabled by the Manager of the Picture House highlighting that the Picture House is 30k up on box office revenue and 11k up on retail as at the same point last year. A number of new initiatives have supported this including the film quiz, which looks to create opportunities for social interaction and is a means of attracting new audiences to keep the cinema a relevant community space.

The manager presented a range of merchandise that could be sold at the Picture House, this includes hoodies and t-shirts, both are organically sourced and embroidered by a local company. These would retail at £55 and £25 respectively with a 10% discount for members.

RESOLVED: to approve the sale of merchandise as outlined.

94. FINANCIAL REPORT

It was reported that the cumulative analysis showed strong trading and that cash flow remained positive.

RESOLVED: to note the information.

95. HBPH – A HERITAGE FIT FOR THE FUTURE

Information in respect of the Picture House project:

a) Stakeholder Engagement Day

It was reported that a stakeholder engagement day would be held on Friday 11 June, which would include presentation by Page\Park and DCA, as well as an opportunity for ideas to be shared.

b) Staff Consultation Session

This will take place on 30 July. There will also be a series of one-to ones.

c) Engagement Plan

The draft engagement plan was considered, it was suggested that the project makes use of existing networks to share surveys and to gather information, for example, Handmade Parade, Northlight Art Studios.

d) Picture House Tenant

Correspondence was considered from a tenant at the Picture House.

RESOLVED: In respect of a) – c) to note the information.

In respect of d) to write to the tenant assuring them of our consideration, and that we will continue to consult with them as appropriate.

96. EXCLUSION OF THE PRESS AND PUBLIC

There was no motion 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.

Meeting finished at 8:25pm