

MEETING of the TOWN COUNCIL
held WEDNESDAY, 18 FEBRUARY 2026 at 7:30PM
HEBDEN BRIDGE TOWN HALL

PRESENT: Councillors: Butterick (Chair), Boden, Borrowes, Guilfoyle, Hedges, Hoyle, Howes, Macdonald and Turner

Also: three members of the public

ABSENT: Councillors: Bampton Smith, Boggis, Cammack, Fraser, Harvey, Morse, Trickett, Woodhead.

MINUTES: HRTC Clerk - E Green

Cllr Butterick advised the Council of the resignation of B Young as a councillor, it was requested that a letter of thanks be sent to Mr Young expressing thanks for his contribution to the Town Council.

MINUTES

455. PUBLIC QUESTION TIME.

Q1. A member of the public representing The Peatland Alliance reported on the joint parish meeting with Calderdale Energy Park and requested that the council submit the following points to CMBC as part of their response.

a) Delay the start of the statutory community consultation until after the Calderdale Council elections on May 7th, and a time at which Calderdale Energy Park's Preliminary Environmental Information is in a fit state to enable consultees to understand the likely environmental effects of the Proposed Development, and help to inform their consultation responses on the Proposed Development.

b) Extend the consultation period from 6 to 12 weeks.

c) Include information in the Statement of Community Consultation about how Calderdale Energy Park intends to publicise and consult on their Preliminary Environmental Information.

A1. It was noted that as this point had already come to the Clerk and that the submission would be made under delegated powers, given the mandate from the HRTC Wind farm Survey and approval of the Chair, to secure the Town Councils position on this matter.

Q2. A member of the public raised concerns regarding parking and a disparity in costs across the borough.

A2. It was noted that this is an area where the Town Council continues to have dialogue with CMBC directly with councillors and through forums such as the Town Board, however, it has no powers to address the issues raised directly. The Town Councils views have been expressed and further representations should be made to CMBC.

456. APOLOGIES AND REASONS FOR ABSENCE.

Apologies were received from Cllrs Bampton Smith, Cammack, Fraser, Harvey, Trickett, & Woodhead

457. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

There were no members' interests reported at this meeting.

458. PLANNING APPLICATIONS

a. **Application 26/00034/HSE** at 3 Ewood Court, Midgley Road, Mytholmroyd, HX7 5QX for Garden fence and gate between No.3 and No.2 (White Lee ward).

RESOLVED: No Objection

b. **Application 25/01281/HSE** at Birks Hall, 1 Upper Birks, Cragg Vale, HX7 5SB for Relocation of existing parking area. (Cragg Vale ward).

RESOLVED: No Objection

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.

459. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

RESOLVED: to note for information.

460. APPLICATIONS FOR PLANNING PERMISSION REFUSED BY CALDERDALE MBC

RESOLVED: to note for information.

461. REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT 2024-25

Councillors considered the effectiveness of the internal audit in respect to, scope independence, competence, proportionality, and overall effectiveness.

This is in addition to the internal control measures.

RESOLVED: Approve that the internal audit is effective in respect of assessing the council's accounting, financial and other operations.

In approving the effectiveness of internal audit, it was

RESOLVED: to approve the re-appointment of internal auditor, Julie Winham, for the year 2026-27.

462. MODEL PUBLICATION SCHEME

The ICO Model Publication Scheme and Scheme of Information Available documents were considered.

RESOLVED: Approve the adoption of the Model Publication Scheme and note the Scheme of Information and ensure that both documents are available on the website.

463. FIRST-TIER TRIBUNAL – HEBDEN ROYD TOWN COUNCIL Vs INFORMATION COMMISSIONER & SECOND RESPONDENT

Councillors were provided with an update to the Town Councils submitted appeal to the First Tier Tribunal in respect of the published ICO decision notice.

A strike out application had been made by the second respondent; this has been refused by the judge.

A Compliance Hearing has been scheduled for 17 April and a Case Hearing scheduled for 5 May.

RESOLVED: to note the information

464. PROVISION OF PUBLIC TOILET FACILITIES IN HEBDEN ROYD

At the request of Cllr Borrows:

The closure of the public convenience on New Road was discussed.

RESOLVED: To write to CMBC to request more effective communication in the future, should major works be taking place that will significantly impact on the community and local business. This will enable Hebden Royd Town Council to support with communication, and to consider proactive solutions.

465. PROVISION OF WASTE BINS

At the request of Cllr Borrows:

The removal of waste bins in the Banksfield and Hullet residential areas was discussed.

RESOLVED: To write to CMBC to request that the bins are reinstated in Banksfield and Hullet residential areas.

Cllr Borrows requested that the clerk copy councillors into this email so that they are aware of this action.

466. HRTC & HBPH STATEMENT OF ACCOUNT

The Statement of Account for Hebden Bridge Picture House was considered.

RESOLVED: To note the information

Date: 09/02/2026

Hebden Royd Town Council

Page: 1

Time: 16:15:12

Statement of Account

From: Month 9, December 2025

To: Month 9, December 2025

Chart of Accounts:

Picture House Partial (Public) [PARTIAL]

	<u>Period</u>				<u>Year to Date</u>			
	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>
Income								
Ticket sales	28,903.63	59.55	32,527.00	(3,623.37)	234,151.99	60.78	240,743.00	(6,591.01)
Kiosk Sales - Food & Beverages	14,248.11	29.36	9,727.06	4,521.05	90,850.96	23.58	87,543.54	3,307.42
Kiosk Sales - Merchandise	4.08	0.01	0.00	4.08	238.57	0.06	0.00	238.57
Memberships	2,264.00	4.66	875.00	1,389.00	13,010.00	3.38	7,875.00	5,135.00
Private Hire & parties	218.75	0.45	1,616.00	(1,397.25)	18,458.75	4.79	14,544.00	3,914.75
Shop Rentals	0.00	0.00	714.00	(714.00)	11,310.20	2.94	12,015.00	(704.80)
Screen Advertising	1,359.85	2.80	800.00	559.85	8,421.69	2.19	7,200.00	1,221.69
Donations received	82.30	0.17	83.00	(0.70)	2,248.82	0.58	750.00	1,498.82
Gift Vouchers sold	1,455.77	3.00	0.00	1,455.77	3,929.29	1.02	3,000.00	929.29
Bank Interest Received	0.00	0.00	0.00	0.00	2,621.34	0.68	1,000.00	1,621.34
	48,536.49	100.00	46,342.06	2,194.43	385,241.61	100.00	374,670.54	10,571.07
Direct Costs								
Royalties	5,890.23	12.14	13,010.80	7,120.57	89,065.87	23.12	96,297.20	7,231.33
Kiosk supplies - Food & Beverages	6,825.27	14.06	3,599.02	(3,226.25)	40,527.41	10.52	32,391.12	(8,136.29)
Miscellaneous Supplies	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
Repairs, Alterations & Maintenance	29.16	0.06	0.00	(29.16)	6,427.34	1.67	8,250.00	1,822.66
	12,744.66	26.26	16,609.82	3,865.16	136,020.62	35.31	137,438.32	1,417.70
Running Costs								
Energy	1,397.24	2.88	2,000.00	602.76	6,291.39	1.63	18,000.00	11,708.61
Water	0.00	0.00	339.51	339.51	7,498.68	1.95	3,055.59	(4,443.09)
Waste & recycling	646.56	1.33	0.00	(646.56)	2,647.32	0.69	1,500.00	(1,147.32)
Cleaning Materials & equipment	363.97	0.75	300.00	(63.97)	2,189.71	0.57	2,700.00	510.29
Projection Equipment	10.83	0.02	0.00	(10.83)	2,254.76	0.59	750.00	(1,504.76)
Screen 2 Project	5,566.00	11.47	7,500.00	1,934.00	17,041.22	4.42	22,500.00	5,458.78
Staff Uniforms	0.00	0.00	100.00	100.00	809.00	0.21	500.00	(309.00)
Buildings Insurance	0.00	0.00	600.00	600.00	8,105.21	2.10	5,400.00	(2,705.21)
Film Delivery & couriers	0.00	0.00	100.00	100.00	0.00	0.00	900.00	900.00
Office Expenses	216.08	0.45	300.00	83.92	4,519.13	1.17	2,700.00	(1,819.13)
Press listings	0.00	0.00	100.00	100.00	0.00	0.00	200.00	200.00
PRS & PPL Licenses	0.00	0.00	0.00	0.00	4,183.85	1.09	0.00	(4,183.85)
Training	0.00	0.00	500.00	500.00	227.17	0.06	1,500.00	1,272.83
Bank Charges	66.45	0.14	166.00	99.55	567.18	0.15	1,494.00	926.82
Box Office Oscar	1,283.89	2.65	750.00	(533.89)	9,236.61	2.40	6,750.00	(2,486.61)
	9,551.02	19.68	12,755.51	3,204.49	65,571.23	17.02	67,949.59	2,378.36
Gross Profit/(Loss):	26,240.81	54.06	16,976.73	9,264.08	183,649.76	47.67	169,282.63	14,367.13
Staff Costs								
Staff Costs	29,126.97	60.01	25,227.95	(3,899.02)	227,930.47	59.17	227,051.39	(879.08)
	29,126.97	60.01	25,227.95	(3,899.02)	227,930.47	59.17	227,051.39	(879.08)
Net Profit/(Loss):	(2,886.16)	(5.95)	(8,251.22)	5,365.06	(44,280.71)	(11.49)	(57,768.76)	13,488.05

467.

HRTC & HBPH PAYMENT SCHEDULE

Cllr Boden proposed that payment to PrivacyWorx Ltd be suspended until the clerk has shared with all councillors her unredacted correspondence with YLCA on the matter of legality and compliance aspects of the PrivacyWorx contract and councillors have had an opportunity to discuss that in full council.

The motion Fell.

Cllr Butterick proposed to pay the accounts.

Cllr Butterick requested a recorded vote.

For: Cllrs Butterick, Guilfoyle, Hedges, Hoyle, Howes, Macdonald and Turner

Against: Cllrs Boden, Borrows

RESOLVED: to note items of information and to authorise payments totaling £58,301.76.

Correspondence between the clerk and YLCA was discussed.

RESOLVED: That the clerk is to circulate advice received from YLCA in respect of advice sought on the matter of appropriate accounting for PrivacyWorx.

Cllr Hedges requested that the following statement be included in the minutes.:

"I feel very harassed every time I come to a full council meeting there is some attack going on, some unpleasantness, some toxic atmosphere and Councillor Boden is either attacking us or attacking the town clerk and that gives me huge amounts of stress and upset, and harassment is in the experience, it is not in the intention of the harasser and I want it recorded that it is really upsetting for all of us all of us and we have lost a councillor today because of this."

Payment and Receipt Schedule
18.02.26

Hebden Royd Town Council
Accounts to be Paid

Item

No.:	Payee	Details	Invoice No	Amount	Cost Centre	Payment
a	Smith of Derby	Annual Clock Service	139585	306.00	Clocks	BACS
b	The British Heart Foundation	Defib	SI20000018750	£1,567.00	Health & Safety	BACS
c	The Privacy Worx	DPO & FOI Guidance	INV-1880	£216.00	Legal & Professional Services	BACS
d	Calvag	Allotment Supplies	INV-18669	£104.37	Local Environment	BACS
e	Hebden Bridge Community Association	Recharges, Data, IT, Phone, Call, Cleaning	18931	£153.00	Office	BACS
f	P3	Microsoft 365	38591	£177.42	Office	BACS
g	SLCC	14th Edition LC Admin	ORD510475-1	£149.40	Office	BACS
h	SLCC	Membership Fee	MEM257279-1	£565.00	Office	BACS
i	Calderdale Council	Charges for Christmas Lighting 2025	IN25176627	£15,983.40	Project & Events	BACS
j	Calderdale Council	Repair to columns for Christmas Lights	IN25181565	£990.00	Project & Events	BACS
k	YLCA	Staff Training	INV-5116	£560.00	Training	BACS

£20,771.59

Accounts previously paid by the Town Clerk

No.:	Payee	Details	Invoice No	Amount	Cost Centre	Payment
a	Chris Bowers	Apple Trees	31431	31.80	Local Environment	Card
b	Ebony Andrews Expenses	Eye Test	04/02/2026	30.00	Office	BACS
c	The Ski Band	Performance at LUTV 23/11/25	11/11/2025	1,350.00	Project & Events	BACS
d	One Stop	Xmas Quiz Prize	19/12/2025	18.85	Staff Incentive	Card
e	Shoulder of Mutton	Refreshments 18/12/25	Deeming 18/12/25	£50.00	Staff Incentive	Card

£1,480.65

Direct Debits

No.:	Payee	Details	Invoice No	Amount	Cost Centre	Payment
a	Peninsula	Employment Services - Dec	U005367550	£689.76	HR Support	DD
b	Peninsula	Employment Services - Jan	U005424075	£689.76	HR Support	DD
c	Stripe	1 card payment	51MLEFT4-2026-1	£0.80	Office	DD

£1,380.32

TOTAL PAYMENTS

£23,632.56

Payment and Receipt Schedule
18/02/2026

Hebden Bridge Picture House

Accounts to be Paid

Item no:	Payee	Details	Invoice No	Amount	Paymer
a	PPS	Health & Safety	INVKEI-81091	132.66	BACS
b	Eden Farm	Kiosk	433195	251.75	BACS
c	Jimmys	Kiosk	INV25610496	701.42	BACS
d	JL Brooks	Kiosk	663483	£368.37	BACS
e	JL Brooks	Kiosk	664066	£249.09	BACS
f	JL Brooks	Kiosk	665768	£93.18	BACS
g	Just Jennys	Kiosk	8533	£117.60	BACS
h	Just Jennys	Kiosk	8544	£116.40	BACS
i	Matthew Clark	Kiosk	3932325	£426.47	BACS
j	The Buttercup Bakery	Kiosk	No344	£76.60	BACS
k	The Buttercup Bakery	Kiosk	No345	£162.20	BACS
l	The Buttercup Bakery	Kiosk	No346	£85.60	BACS
m	The Buttercup Bakery	Kiosk	No347	£171.20	BACS
n	The Buttercup Bakery	Kiosk	No348	£108.80	BACS
o	Turner & Wrights	Kiosk	305209	£413.38	BACS
p	Vocation Brewery	Kiosk	167320	£279.97	BACS
q	Vocation Brewery	Kiosk	167909	£184.69	BACS
r	Clifford Cooper	Maintenance	64142	£554.40	BACS
s	Paul Ashton Electrical Limited	Maintenance	SI-8797	£1,627.02	BACS
t	Paul Ashton Electrical Limited	Maintenance	1869	£429.00	BACS
u	Paul Ashton Electrical Limited	Maintenance	SI-8748	£389.01	BACS
v	Service Cal	Maintenance	74768	£93.60	BACS
w	Print Bureau	Marketing	PB8806	£181.00	BACS
x	P3	Office	38666	£54.00	BACS
y	Savoy	Oscar	C-0226-36	£1,390.73	BACS
z	Luke Hutchinson GenErika	Quiz	Monday, 21 January	£100.00	BACS
aa	Dartmouth Films	Royalties	DFL3929	£747.20	BACS
bb	Dartmouth Films	Royalties	DFL3878	£1,020.00	BACS
cc	Disney	Royalties	2281967	£184.40	BACS
dd	Dogwoof	Royalties	M1006987	£262.50	BACS
ee	Entertainment Film	Royalties	426519	£114.10	BACS
ff	Entertainment Film	Royalties	426520	£120.00	BACS
gg	Hebden Bridge Film Festival	Royalties	1076	£56.39	BACS
hh	Hebden Bridge Film Festival	Royalties	1078	£444.70	BACS
ii	Metfilm	Royalties	INV-2554	£120.00	BACS
jj	MUBI	Royalties	INV-MUK-1851	£914.90	BACS
kk	MUBI	Royalties	INV-MUK-1988	£215.60	BACS
ll	MUBI	Royalties	INV-MUK-1990	£407.40	BACS
mm	National Theatre	Royalties	SINRNT1037499	£626.45	BACS
nn	Park Circus	Royalties	1467364	£343.70	BACS
oo	Park Circus	Royalties	1467366	£276.50	BACS
pp	Park Circus	Royalties	1467675	£240.00	BACS
qq	Park Circus	Royalties	1467676	£254.70	BACS
rr	Park Circus	Royalties	1467677	£192.00	BACS
ss	Park Circus	Royalties	1470404	£416.40	BACS
tt	Park Circus	Royalties	1472205	£168.00	BACS
uu	Sony	Royalties	1663488-1	£709.45	BACS
vv	Sony	Royalties	1672121-1	£736.50	BACS
ww	Studio Canal	Royalties	F0313314	£467.60	BACS
xx	Studio Canal	Royalties	F0313315	£851.90	BACS
yy	Studio Canal	Royalties	F0314192	£188.65	BACS
zz	Trafalgar	Royalties	368081	£740.00	BACS
aaa	Universal	Royalties	22314788017-1	£409.85	BACS
bbb	Universal	Royalties	22314788579-1	£3,932.56	BACS
ccc	Warner Bros	Royalties	23358028	£67.20	BACS
ddd	We Are Parable	Royalties	INV-0400	£128.45	BACS
eee	YLCA	Training	INV-5199	£70.00	BACS
fff	Business Stream	Utilities	9036295201/ 9050137 4of4	£2,186.00	BACS
ggg	Zip Water	Utilities	1704585	£317.30	BACS
hhh	FCC	Waste	29019	£15.48	BACS

£26,704.02

Direct Debits				
Item no:	Payee	Details	Invoice No	Amount
a	Croft	Office	74101	155.34 DD
b	Crown Gas	Utilities	3836407	2,346.84 DD
				£2,502.18
Payments paid by Clerk				
Item no:	Payee	Details	Invoice No	Amount
a	Universal	Royalties	22314786698-1	5,463.00 BACS
b				
				£5,463.00
PAYMENTS				£34,669.20

Authorised by _____

- 468. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.**
To receive and decide actions on communications.
- a. CMBC St Michaels Clock
RESOLVED: To note the information and to ensure that there are sufficient members of St Michales church with the knowledge to amend the timer if required.
- 469. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT**
RESOLVED: To note the activities of the Mayor
- 470. MINUTES OF THE TOWN COUNCIL held 21 JANUARY 2026**
To consider minutes and approve as a correct record.
At the request of Cllr Boden
- RESOLVED:** to amend point 421 to read:
Cllr Boden proposed that the payment of £360 to PrivacyWorx be suspended pending consideration of concerns she raised regarding compliance with financial regulations, standing orders and statutory requirements, including matters referred to the external auditor. The motion fell.
- 471. MINUTES OF THE PICTURE HOUSE COMMITTEE held 4 FEBRUARY 2026**
The minutes were received for information.
RESOLVED: To note the information therein.
- 472. MINUTES OF THE PROJECT & EVENTS COMMITTEE held 11 FEBRUARY 2026**
The minutes were received for information and Full Council asked to consider the adoption of the Animal Welfare at Events Policy.

RESOLVED: To note the information therein and accept the recommendation to adopt the Animal Welfare at Events Policy.

473. MINUTES OF THE PROJECT & EVENTS COMMITTEE held 17 FEBRUARY 2026

To be presented at the next meeting of the Full Council.

474. WORKING GROUPS

To receive reports from and to decide on appropriate actions.

RESOLVED: No reports

475. REPRESENTATIVES TO OUTSIDE BODIES

Hebden Bridge & Mytholmroyd Town Board Meeting – Cllr Butterick.

It was reported that the meeting had enjoyed an informative presentation on car parking which provoked thoughtful discussion. The future of the Town Board was also considered.

476. EXCLUSION OF THE PRESS AND PUBLIC

There was no resolution 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.

The meeting finished at 9.05pm