

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

PRESENT: Councillors: Butterick (Chair), Boden, Borrowes, Cammack, Guilfoyle, Harvey, Hoyle, Macdonald, Morse, Trickett, Turner and Woodhead.

Two members of the public

ABSENT: Councillors: Bampton Smith, Hedges, Fraser, Boggis and Howes.

MINUTES: HRTC Clerk – E Green

MINUTES

505. PUBLIC QUESTION TIME

Question One:

On 20 Feb 2026 Cllr Hedges posted on the Hebden Bridge Facebook page concerning the flood alleviation scheme (FAS) and compensation for businesses. This information transpired to be incorrect. Does Cllr. Hedges intend to issue a correction to the statement, on the same platform, to inform the business community?

RESPONSE: The Chair advised that this will be shared with the Monitoring Officer and Cllr Hedges, and the enquirer will be updated in due course.

506. APOLOGIES AND REASONS FOR ABSENCE.

Apologies were received from Cllrs Bampton Smith, Fraser, Hedges and Howes.

507. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

There were no members interests reported at this meeting.

508. PLANNING APPLICATIONS

a. **Application 26/00055/LBC** at Dusty Miller Hotel, Burnley Road, Mytholmroyd, HX7 5LH for Removal of glass porch at rear to facilitate single storey extension (Listed Building Consent). (White Lee ward).

RESOLVED: No objection

b. **Application 26/00096/FUL** at 21 Brunswick Street, Hebden Bridge, HX7 6AJ for Conversion of workshop and ancillary building into a single domestic dwelling (self-build). (West End ward).

RESOLVED: No objection

c. **Application 25/01283/LBC** at Rochdale Canal Overflow Weir, North West Of Ellen Royd Bridge, Upper Foot, Luddenden Foot, Sowerby Bridge for Proposal to overbridge the weir for improved pedestrian access to the towpath (Listed Building Consent). (Cragg Vale ward).

RESOLVED: No objection

d. **Application 25/01260/FUL** at Land Adjacent To 6 Scout End Scout Road, Mytholmroyd for Construction of new dwelling (self-build). (Cragg Vale ward).

RESOLVED: No objection, providing that Calderdale Highways have no further comments to make on the application.

e. **Application 26/00112/VAR** at Oaklands, Brier Hey Lane, Mytholmroyd, HX7 5PJ for Variation of condition 1 on 23/00978/FUL - amendment to approved plans. (White Lee ward).

RESOLVED: Recommend refusal, more information required in respect of drainage.

f. **Application 26/00127/HSE** at 5 Ewood Cottages, Midgley Road, Mytholmroyd, HX7 5QU for RETROSPECTIVE - removal of partition; replacement of gypsum plaster; replacement of the wood burning stove; extension of hearth; installation of flue liner and replacement of chimney pot; installation of electric vehicle charger; construction of an outbuilding with ensuite facilities. (White Lee ward).

RESOLVED: No objection

g. **Application 26/20006/TPO** at 18 Longstaff Court, Hebden Bridge, HX7 6AB for Fell one tree (Tree Preservation Order). (Fairfield ward).

RESOLVED: Recommend refusal

h. **Application 26/00124/HSE** at 21 Ewood Hall Avenue, Mytholmroyd, Hebden Bridge, HX7 5PH for Single storey side extension. (White Lee 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.

509. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

RESOLVED: To note the information

510. HRTC & HBPH STATEMENT OF ACCOUNT

RESOLVED: To note for information.

Date: 18/03/2026
Time: 10:11:42

Hebden Royd Town Council
Statement of Account

Page: 1

From: Month 10, January 2026
To: Month 10, January 2026

Chart of Accounts:

TOWN COUNCIL [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								
Precept	0.00	0.00	0.00	0.00	503,438.19	95.07	503,859.00	(420.81)
Station Road Car Park	15,108.61	89.48	0.00	15,108.61	15,108.61	2.85	14,000.00	1,108.61
LE & Climate Income	0.00	0.00	0.00	0.00	1,010.00	0.19	500.00	510.00
Hanging Baskets	0.00	0.00	0.00	0.00	5,820.40	1.10	7,500.00	(1,679.60)
Allotments	0.00	0.00	0.00	0.00	1,936.84	0.37	1,500.00	436.84
Projects & Events Income	0.00	0.00	0.00	0.00	349.96	0.07	450.00	(100.04)
Other Income	1,776.56	10.52	0.00	1,776.56	1,906.88	0.36	0.00	1,906.88
	16,885.17	100.00	0.00	16,885.17	529,570.88	100.00	527,809.00	1,761.88
Committees, Projects and Awards								
Awards Kaberry & Baker	0.00	0.00	0.00	0.00	1,400.00	0.26	2,100.00	700.00
Awards Service to the community	0.00	0.00	0.00	0.00	28.00	0.01	200.00	172.00
Community Funding	6,730.00	39.86	0.00	(6,730.00)	65,154.62	12.30	65,500.00	345.38
LE & CE Land & Biodiversity	0.00	0.00	0.00	0.00	8,421.03	1.59	5,770.00	(2,651.03)
LE & CE Environmental Projects	0.00	0.00	0.00	0.00	5,040.00	0.95	7,000.00	1,960.00
LE & CE Hanging Baskets	0.00	0.00	0.00	0.00	16,522.00	3.12	15,000.00	(1,522.00)
LE & CE Allotments	87.85	0.52	125.00	37.15	2,956.98	0.56	1,250.00	(1,706.98)
P & E Xmas Lights & Evenets	1,925.52	11.40	2,500.00	574.48	35,245.11	6.66	35,000.00	(245.11)
P & E Happy Hounds	0.00	0.00	0.00	0.00	984.31	0.19	1,000.00	15.69
P & E New Projects	0.00	0.00	1,500.00	1,500.00	8,348.15	1.58	15,200.00	6,851.85
P & E Calder Holmes Park	0.00	0.00	0.00	0.00	0.00	0.00	3,750.00	3,750.00
P & E Dog Waster Provision	0.00	0.00	250.00	250.00	0.00	0.00	1,000.00	1,000.00
Remembrance Sunday	0.00	0.00	0.00	0.00	1,865.00	0.35	4,500.00	2,635.00
Twinning	0.00	0.00	0.00	0.00	3,179.88	0.60	3,000.00	(179.88)
	8,743.37	51.78	4,375.00	(4,368.37)	149,145.08	28.16	160,270.00	11,124.92
Gross Profit/(Loss):	8,141.80	48.22	(4,375.00)	12,516.80	380,425.80	71.84	367,539.00	12,886.80
Administration								
Salaries	19,896.99	117.84	20,497.50	600.51	192,407.22	36.33	201,975.00	9,567.78
HR Support	580.18	3.44	576.00	(4.18)	5,491.54	1.04	5,760.00	268.46
Courses & Training	560.00	3.32	1,000.00	440.00	3,597.68	0.68	2,750.00	(847.68)
Team Building	0.00	0.00	0.00	0.00	590.85	0.11	1,500.00	909.15
Staff Uniforms	0.00	0.00	84.00	84.00	374.82	0.07	840.00	465.18
Office Expenditure	3,226.01	19.11	1,166.67	(2,059.34)	17,303.16	3.27	11,666.67	(5,636.49)
Website	0.00	0.00	0.00	0.00	699.96	0.13	500.00	(199.96)
Public Liability Insurance	0.00	0.00	0.00	0.00	4,258.32	0.80	4,000.00	(258.32)
Subscriptions	0.00	0.00	500.00	500.00	1,561.50	0.29	2,000.00	438.50
Bank Charges	0.00	0.00	0.00	0.00	102.91	0.02	0.00	(102.91)
Stripe Fees	4.96	0.03	0.00	(4.96)	4.96	0.00	0.00	(4.96)
Audit	0.00	0.00	0.00	0.00	469.85	0.09	4,000.00	3,530.15
Clocks	0.00	0.00	0.00	0.00	2,060.00	0.39	2,000.00	(60.00)
Mayors Allowance	0.00	0.00	416.67	416.67	2,231.53	0.42	4,166.67	1,935.14
Hospitality	0.00	0.00	41.67	41.67	0.00	0.00	416.67	416.67
Mayors for Peace	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250.00
Disability Access Forum	0.00	0.00	0.00	0.00	0.00	0.00	37.50	37.50
Transfers to/from reserves	0.00	0.00	0.00	0.00	0.00	0.00	17,665.00	17,665.00
Legal & Professional services	180.00	1.07	1,000.00	820.00	10,908.00	2.06	13,000.00	2,092.00
	24,448.14	144.79	25,282.51	834.37	242,062.30	45.71	272,527.51	30,465.21
Net Profit/(Loss):	(16,306.34)	(96.57)	(29,657.51)	13,351.17	138,363.50	26.13	95,011.49	43,352.01

Date: 18/03/2026
Time: 10:15:29

HEBDEN BRIDGE PICTURE HOUSE

Statement of Account

Page: 1

From: Month 10, January 2026
To: Month 10, January 2026

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	46,689.46	66.16	34,527.00	12,162.46	280,841.45	61.61	275,270.00	5,571.45
Kiosk Sales - Food & Beverages	14,716.88	20.85	9,727.06	4,989.82	105,567.84	23.16	97,270.60	8,297.24
Kiosk Sales - Merchandise	14.17	0.02	0.00	14.17	252.74	0.06	0.00	252.74
Memberships	3,814.00	5.40	875.00	2,939.00	16,824.00	3.69	8,750.00	8,074.00
Private Hire & parties	192.50	0.27	1,616.00	(1,423.50)	18,651.25	4.09	16,160.00	2,491.25
Shop Rentals	2,578.40	3.65	714.00	1,864.40	13,888.60	3.05	12,729.00	1,159.60
Screen Advertising	1,667.56	2.36	800.00	867.56	10,089.25	2.21	8,000.00	2,089.25
Donations received	280.80	0.40	84.00	196.80	2,529.62	0.55	834.00	1,695.62
Gift Vouchers sold	617.95	0.88	3,000.00	(2,382.05)	4,547.24	1.00	6,000.00	(1,452.76)
Bank Interest Received	0.00	0.00	0.00	0.00	2,621.34	0.58	1,000.00	1,621.34
	70,571.72	100.00	51,343.06	19,228.66	455,813.33	100.00	426,013.60	29,799.73
Direct Costs								
Royalties	6,055.26	8.58	13,010.80	6,955.54	95,121.13	20.87	109,308.00	14,186.87
Kiosk supplies - Food & Beverages	1,450.94	2.06	3,599.01	2,148.07	41,978.35	9.21	35,990.13	(5,988.22)
Miscellaneous Supplies	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
Repairs, Alterations & Maintenance	40.00	0.06	2,750.00	2,710.00	6,467.34	1.42	11,000.00	4,532.66
	7,546.20	10.69	19,359.81	11,813.61	143,566.82	31.50	156,798.13	13,231.31
Running Costs								
Energy	1,653.90	2.34	2,000.00	346.10	7,945.29	1.74	20,000.00	12,054.71
Water	0.00	0.00	339.51	339.51	7,498.68	1.65	3,395.10	(4,103.58)
Waste & recycling	0.00	0.00	500.00	500.00	2,647.32	0.58	2,000.00	(647.32)
Cleaning Materials & equipment	101.40	0.14	300.00	198.60	2,291.11	0.50	3,000.00	708.89
Projection Equipment	0.00	0.00	250.00	250.00	2,254.76	0.49	1,000.00	(1,254.76)
Screen 2 Project	0.00	0.00	0.00	0.00	17,041.22	3.74	22,500.00	5,458.78
Staff Uniforms	0.00	0.00	0.00	0.00	809.00	0.18	500.00	(309.00)
Buildings Insurance	0.00	0.00	600.00	600.00	8,105.21	1.78	6,000.00	(2,105.21)
Film Delivery & couriers	0.00	0.00	100.00	100.00	0.00	0.00	1,000.00	1,000.00
Office Expenses	137.02	0.19	300.00	162.98	4,656.15	1.02	3,000.00	(1,656.15)
Press listings	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
PRS & PPL Licenses	129.00	0.18	2,000.00	1,871.00	4,312.85	0.95	2,000.00	(2,312.85)
Training	0.00	0.00	0.00	0.00	227.17	0.05	1,500.00	1,272.83
Bank Charges	0.00	0.00	166.00	166.00	567.18	0.12	1,660.00	1,092.82
Box Office Oscar	1,246.30	1.77	750.00	(496.30)	10,482.91	2.30	7,500.00	(2,982.91)
	3,267.62	4.63	7,305.51	4,037.89	68,838.85	15.10	75,255.10	6,416.25
Gross Profit/(Loss):	59,757.90	84.68	24,677.74	35,080.16	243,407.66	53.40	193,960.37	49,447.29
Staff Costs								
Staff Costs	27,280.26	38.66	25,227.93	(2,052.33)	255,210.73	55.99	252,279.32	(2,931.41)
	27,280.26	38.66	25,227.93	(2,052.33)	255,210.73	55.99	252,279.32	(2,931.41)
Net Profit/(Loss):	32,477.64	46.02	(550.19)	33,027.83	(11,803.07)	(2.59)	(58,318.95)	46,515.88

511.

HRTC & HBPH PAYMENT SCHEDULE

RESOLVED: to authorise payments totaling £39,713.47.

Payment and Receipt Schedule
18.03.26

Hebden Royd Town Council
Accounts to be Paid
Item

No.:	Payee	Details	Invoice No	Amount	Cost Centre	Payment
a	Lancashire Clockmakers	Annual Clock Service St Michaels	INV-0938	192.00	Clocks	BACS
b	The Privacy Worx	DPO & FOI Guidance	INV-1935	216.00	Legal & Professional Services	BACS
c	Calderdale Council	Plug plants	IN25194833	120.00	Local Environment	BACS
d	Gardenius Nursery	Tree	6277	39.00	Local Environment	BACS
e	Hebden Bridge Community Association	Recharges	19038	153.00	Office	BACS
f	P3	Microsoft 365 Business	39002	177.42	Office	BACS
g	The Shredding Alliance	Shredding	155803	59.88	Office	BACS
h	Dalton Smith Accountants	Payroll Services	INV-0539	202.80	Payroll	BACS
i	Bit Byte Bit	Web Development	20th February 2026	367.50	Project & Events	BACS
j	Hebden Bridge Fim Festival	Whats On advert	1080	£80.00	Project & Events	BACS
k	Zonkey	WCAG Site Audit	INV-20589	£354.00	Project & Events	BACS
l	YLCA	Web Legislation Training	INV-5307	£10.00	Training	BACS
				£1,971.60		

Accounts previously paid by the Town Clerk

No.:	Payee	Details	Invoice No	Amount	Cost Centre	Payment
a	Eco Green Living	Dog Waste Bags	INV-18102	248.40	Project & Events	BACS
				£248.40		

Direct Debits

No.:	Payee	Details	Invoice No	Amount	Cost Centre	Payment
a	Euro Digital	Monthly Print Support	161830	£5.21	Office	DD
b	Peninsula	Employment Services	U005486183	£689.76	Office	DD
				£694.97		

TOTAL PAYMENTS

£2,914.97

Authorised by			
Councillor	Councillor	Clerk	Date

Payment and Receipt Schedule
18/03/2026

Hebden Bridge Picture House

Accounts to be Paid

Item no:	Payee	Details	Invoice No	Amount	Payn
a	PPS	Cleaning Supplies	INVKEI-82527	£ 100.20	BACS
b	Eden Foods	Kiosk	461733	£ 205.81	BACS
c	Jimmys	Kiosk	INV25611148	£ 1,004.87	BACS
d	JL Brooks	Kiosk	667576	£ 347.84	BACS
e	JL Brooks	Kiosk	668526	£ 202.47	BACS
f	JL Brooks	Kiosk	669192	£ 134.89	BACS
g	Leodis Coffee	Kiosk	INV-21417	£ 1,006.96	BACS
h	Matthew Clark	Kiosk	3978111	£ 546.40	BACS
i	Matthew Clark	Kiosk	4027089	£ 511.97	BACS
j	Suma	Kiosk	A34575	£ 316.72	BACS
k	Suma	Kiosk	A36837	£ 357.66	BACS
l	Suma	Kiosk	A39194	£ 379.22	BACS
m	Suma	Kiosk	A41495	£ 361.99	BACS
n	The Buttercup Bakery	Kiosk	No349	£ 162.20	BACS
o	The Buttercup Bakery	Kiosk	No350	£ 194.40	BACS
p	The Buttercup Bakery	Kiosk	No351	£ 194.40	BACS
q	The Buttercup Bakery	Kiosk	No352	£ 194.40	BACS
r	Vocation Brewery	Kiosk	168758	£ 642.74	BACS
s	The Yorkshire Vice-Cream	Kiosk	PH1024	£ 100.00	BACS
t	Turner & Wrights	Kiosk	307089	£ 401.96	BACS
u	PPL PRS	Music Licence	SIN3254481	£ 1,259.93	BACS
v	PPL PRS	Music Licence	SIN3254485	£ 180.10	BACS
w	Savoy Systems	Oscar	C-0326-35	£ 980.71	BACS
x	Luke Hutchinson - GenErika	Quiz	46078	£ 300.00	BACS
y	BFI	Royalties	BK100475836	£ 240.46	BACS
z	Conic	Royalties	3075	£ 208.25	BACS
aa	Chris Massey	Royalties	13.01.26	£ 136.50	BACS
bb	CinemaLive	Royalties	UK118853	£ 362.00	BACS
cc	Curzon	Royalties	9031	£ 144.90	BACS
dd	Curzon	Royalties	9032	£ 199.15	BACS
ee	Disney	Royalties	2289147	£ 401.80	BACS
ff	Elysian	Royalties	EF-PM-120	£ 402.85	BACS
gg	Elysian	Royalties	EF-SW-289	£ 355.25	BACS
hh	Entertainment Film	Royalties	427714	£ 2,598.50	BACS
ii	Entertainment Film	Royalties	427715	£ 1,506.60	BACS
jj	MetFilm	Royalties	INV-2816	£ 223.20	BACS
kk	MUBI	Royalties	INV_MUK_2166	£ 233.45	BACS
ll	MUBI	Royalties	INV_MUK_2167	£ 605.15	BACS
mm	MUBI	Royalties	INV_MUK_2168	£ 411.95	BACS
nn	Page 75 Productions	Royalties	INV-0035	£ 366.50	BACS
oo	Paramount	Royalties	R2439835	£ 299.60	BACS
pp	Park Circus	Royalties	1472810	£ 120.00	BACS
qq	Park Circus	Royalties	1473888	£ 317.70	BACS
rr	Park Circus	Royalties	1473893	£ 214.10	BACS
ss	Park Circus	Royalties	1473894	£ 233.10	BACS
tt	Park Circus	Royalties	1478743	£ 209.90	BACS
uu	Picture House Ent	Royalties	23270	£ 160.66	BACS
vv	Sony	Royalties	1674513-1	£ 413.54	BACS
ww	Sony	Royalties	1675803-1	£ 1,101.50	BACS
xx	Sony	Royalties	1663383-1	£ 395.45	BACS
yy	Trafalgar	Royalties	00370545	£ 441.00	BACS
zz	Trafalgar	Royalties	00372981	£ 576.00	BACS
aaa	Trafalgar	Royalties	00373507	£ 622.01	BACS
bbb	Trafalgar	Royalties	00375230	£ 820.01	BACS
ccc	Universal	Royalties	22314795375-1	£ 260.40	BACS
ddd	Warner Bros	Royalties	23360133	£ 330.40	BACS
eee	DCA	Screen 2	2026/57	£ 6,681.60	BACS
fff	Calderdale Council	Small Business Rates Relief	76396711	£ -	
ggg	FCC Environmnt	Waste Management	32410	£ 64.80	BACS
hhh	FCC Environmnt	Waste Management	32409	£ 795.13	BACS

£ 32,541.25

Direct Debits

Item no:	Payee	Details	Invoice No	Amount
a	The Co-operative Bank	Banking	128	£ 62.99 DD
b	Apple	Office	702086207242	£ 0.99 DD
c	Clover	Office	16/01/26 JM	£ 50.40 DD
d	Croft	Office	29/01/26 JM	£ 155.34 DD
e	EE	Office	15/01/26 JM	£ 103.25 DD
f	FDMS	Office	510964521	£ 169.95 DD

g	FDMS	Office	510964513	£	199.20	DD
h	Grenkel Leasing	Office	06/01/26 JM	£	110.00	DD
i	Spotify	Office	29/01/26 JM	£	12.99	DD
j	Crown Gas	Utilities	3871657	£	2,009.74	DD
k	Scottish Power	Utilities	28/01/26 JM		50.70	DD
				£	2,925.55	

Payments paid by Clerk

Item no:	Payee	Details	Invoice No	Amount
a	Amazon	Office	28/01/26 JM	£ 23.60 Card
b	Amazon	Office	28/01/26 JM	£ 47.99 Card
c	Zoom	Office	INV342967773	£ 129.90 Card
d	Post Office	Petty Cash	30/01/26 JM	£ 190.90 Card
e	Hebden Bridge Business Forum	Membership	5C1946EFB1	£ 55.00 BACS
f	Universal	Royalties	22314792250-1	£ 724.80 BACS
g	Universal	Royalties	22314792261-1	£ 89.51 BACS
h	Hillcrest	Training	28/01/26 JM	£ 70.00 Card
				£ 1,331.70

PAYMENTS

£ 36,798.50

512. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.

To receive and decide actions on communications (enc).

a. Resident Palestine Solidarity Campaign

RESOLVED: To note the information.

A late item of communication was shared by the Clerk:

b. Director (HBCA) Hope Chapel

HBCA will attend Full Council in April to present and update members on its current position in relation to Hope Chapel, including the current community survey issued by HBCA.

RESOLVED: To note the information.

513. SERVICE TO THE COMMUNITY/YOUNG PERSONS AWARD

Nominations were received for the Service to the Community Award and the Young Persons Award 2025/26. Presentations to be made at the Annual Meeting of the Town Council on the 12 May 2026.

RESOLVED: The Community Award to be presented to Geoff & Sue Mitchell, for their contributions to the Local Motive and 19 years of dedication to Mytholmroyd Station Building.

RESOLVED: The Youth Award to be presented to Calder High Youth Parliament Group for their work supporting students during the proposed merger PALT and Trinity MAT.

RESOLVED: That it may be appropriate for a letter of commendation to be sent to a young volunteer. Cllr. Macdonald will supply further information to the Clerk.

514. CAR PARKING IN HEBDEN BRIDGE

Motion proposed by Cllrs Guilfoyle and Harvey

“Hebden Royd Town Council request that for the duration for the forthcoming flood related works in Hebden Bridge, short stay streetcar parking in Hebden Bridge centre is free for a short period of up to 20 minutes to encourage and support local residents to ‘pop in’ to use their local shops.”

An amendment to the motion was proposed that this should be implemented as soon as practicable and for the duration of the FAS works.

The motion fell.

An amendment to the motion was proposed that the free of charge period be increased from 20 to 30 minutes.

RESOLVED: to forward the Motion to CMBC, with the amendment that the free of charge period requested be increased from 20 to 30 minutes.

515. SCOUT ROCK BEACON

Members received information regarding the Beacon at Scout Rock Mytholmroyd.

RESOLVED: To further explore and present to Council ways in which the beacon could be augmented or altered to reduce the risk of misuse by unauthorised people or groups, and increase the safety of its authorised use considering its location on the moor.

516. ASSET REGISTERS

The asset registers for the Town Council and Hebden Bridge Picture House were reviewed.

RESOLVED: to approve the asset registers as an accurate record.

517. HRTC DRAFT BUSINESS CONTINUITY PLAN

The draft Business Continuity Plan was considered.

RESOLVED: To adopt the proposed Business Continuity Plan.

518. HRTC DRAFT INTERNAL CONTROLS POLICY

The draft Internal Control Policy for the Town Council was considered.

RESOLVED: To adopt the proposed Internal Control Policy.

- 519. HRTC DRAFT RISK MANAGEMENT POLICY**
The draft Risk Management Policy for the Town Council was considered.
RESOLVED: To adopt the proposed Risk Management Policy.
- 520. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT**
Members received an update on the activities of the Mayor.
RESOLVED: To note the information.
- 521. MINUTES OF THE TOWN COUNCIL held 21 JANUARY 2026**
The minutes were considered.
RESOLVED: Approve as a correct record, with an amendment to minute 426 as requested by Cllr. Trickett.
- 522. MINUTES OF THE PROJECT & EVENTS COMMITTEE held 17 FEBRUARY 2026**
Members received the minutes for information.
RESOLVED: To note the Information.
- 523. MINUTES OF THE TOWN COUNCIL held 18 FEBRUARY 2026**
To consider minutes and approve as a correct record.
In respect of minute 467, Cllr Boden requested amends to be made.
RESOLVED: To approve the minutes, with amendments as requested.
- 524. MINUTES OF THE PICTURE HOUSE COMMITTEE held 23 FEBRUARY 2026**
The minutes were received for information.
RESOLVED: To note for information.
- 525. MINUTES OF THE LOCAL ENVIRONMENT COMMITTEE held 25 FEBRUARY 2026**
The minutes were received for information.

Cllr Woodhead explained that an additional Local Environment Climate Committee meeting was called and took place on 18 March to discuss the Committee's next steps in relation to Calderdale Energy Park. The Minutes for which are forthcoming.
RESOLVED: To note for information.

526. MINUTES OF THE STAFFING COMMITTEE held 16 MARCH 2026

The minutes were received for information.

Cllr. Borrows raised concerns in respect to the minutes as per the following:

1. Order of Business – Exclusion of Press and Public
2. Lack of Detail in Staffing Matters
3. Recording of Interests
4. Minutes Taken by the Chair
5. Lack of Decision Detail and Clarity

Following discussion,

RESOLVED: That the Staffing minutes would be referred to YLCA for confirmation of accuracy of procedure and comment if required. To be re-drafted if necessary and represented at the next meeting of Full Council.

527. WORKING GROUPS

Members reported on working groups.

Cllr. Boden reported on attendance at the last Joint Parish Meeting and issues raised regarding the A646 road closures.

RESOLVED: To note the information.

528. REPRESENTATIVES TO OUTSIDE BODIES

There were no reports.

529. 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 9:04pm