

**MEETING of the TOWN COUNCIL
held THURSDAY 16 OCTOBER 2025 at 7:30PM
HEBDEN BRIDGE TOWN HALL**

PRESENT: Councillors – Butterick (Chair), Bampton Smith, Boden, Borrows, Guilfoyle, Hedges, Hoyle, Woodhead.

ABSENT: Councillors – Boggis, Cammack, Davenport, Turner Howes, Harvey, Young, Fraser, Macdonald, Morse.

ALSO: Representatives from the Environment Agency
19 members of the public

MINUTES: HRTC Clerk – E Green

MINUTES

263. PUBLIC QUESTION TIME.

There were no questions asked of the council.

264. APOLOGIES AND REASONS FOR ABSENCE.

Apologies were received from Cllrs Cammack, Turner

265. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

There were no members' interests declared at this meeting.

266. PLANNING APPLICATIONS

a. **Application 25/00947/FUL** at Hebden Bridge Flood Alleviation Scheme, West End, Hebden Bridge for Hebden Bridge Flood Alleviation Scheme including the repair and reconstruction of the river walls on Hebden Water and the River Calder, construction of new walls within St Pols Car Park, construction of vertical rising flood barriers on Bridge Gate and Old Gate, repair and reinforcement of specific properties, modification to five weirs, replacement of Central Street Footbridge, reinforcement of two bridges across Hebden Water, two construction compounds, landscaped public open spaces, demolition of outbuildings to the rear of 35 West End along Hebden Water and associated landscaping. (West End ward).

The Environment Agency presented the application taking time to answer questions from both councilors and members of the public.

It was moved:

To recommend No Objection; on the assurance that accurate information will be provided to the principal authority prior to it determining the decision.

This includes information on: -

How footfall will be measured prior to the scheme to form a basis for comparison.

Accurate information on how compensation claims can be made and the exacting criteria for those claims, along with guidance on the issue of agents.

An amendment (1) to the motion was moved:

That every attempt is made to ensure Calder Holmes Park is preserved, it is understood that the Environment Agency is aiming to secure an alternative compound site which would be preferable.

An amendment (2) to the motion was moved:

That whilst certain aspects of the scheme were welcomed there were other aspects that were not sufficient in detail to be considered as a full planning application. This includes the management of traffic, parking, economic impact of the scheme and a comprehensive approach incorporating surface water drainage and management. Further details were also required regarding the compensation scheme.

The amendment (1) was seconded and the meeting moved to a vote.

Cllr Boden requested a recorded vote.

For the motion as amended: Cllrs Butterick, Woodhead, Guilfoyle, Hoyle, Hedges, Bampton Smith.

Against the motion as amended: Cllrs Boden, Borrows

RESOLVED: No Objection - on the assurance that accurate information will be provided prior to the principal authority determining the decision. This includes information on:

- How footfall will be measured prior to the scheme to form a basis for comparison.
- Accurate information on how compensation claims can be made and the exacting criteria for those claims along with guidance on the issue of agents.
- That every attempt is made to preserve Calder Holmes Park is preserved, it is understood that the EA is aiming to secure an alternative compound site which would be preferable.

b. **Application 25/00162/FUL** at Cragg Vale Tennis Club, At Cragg Hall Grounds, Rud Lane, Cragg Vale, HX7 5TF for 4 no. new floodlights to court 2 and screen netting installed onto existing fences to both courts. (Cragg Vale ward).

RESOLVED: No objection

c. **Application 25/00921/VAR** at 7 Caldene Avenue, Mytholmroyd, HX7 5AF for Variation of condition 1 on application 25/00245/HSE - amended plans. (Caldene ward).

RESOLVED: No objection

d. **Application 25/00906/HSE** at Broadlands, Mytholm Bank, Hebden Bridge, HX7 6DL for Front and side extension with partial replacement of existing front conservatory. (West End ward).

RESOLVED: No objection

e. **Application 25/00860/LBC** at Ivy House, Great Burlees Farm, Burlees Lane, Dodd Naze, Hebden Bridge, HX7 8PS for Replacement guttering (Listed Building Consent). (Birchcliffe ward).

RESOLVED: Recommend Refusal – the materials are not in keeping with the listing and heritage of the building.

f. **Application 25/20184/TPO** at Byclough Cottage, Midgley Road, Mytholmroyd, HX7 5QT for Fell one tree and prune others (Tree Preservation Order). (White Lee ward).

RESOLVED: No objection

g. **Application 25/20185/TPO** at The Wiggins, Church Bank Lane, Cragg Vale, HX7 5TB for Fell six trees and prune two trees (Tree Preservation Order. (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.

267. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

RESOLVED: to note the information

268. HRTC & HBPH STATEMENT OF ACCOUNT

To receive the Statement of Account for Hebden Royd Town Council and the Hebden Bridge Picture House and to decide on actions as appropriate (HBPH Enc. HRTC to be tabled).

RESOLVED: To note the information. The clerk advised that the Statement of Account for HRTC was not yet available and would be circulated to members as soon as practicable and will be added to the next meeting of the Full Council for review.

HEBDEN BRIDGE PICTURE HOUSE
Statement of Account

From: Month 5, August 2025
To: Month 5, August 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	21,945.50	63.60	29,527.00	(7,581.50)	117,093.01	61.58	120,635.00	(3,541.99)
Kiosk Sales - Food & Beverages	8,104.64	23.49	9,727.06	(1,622.42)	43,860.70	23.07	48,635.30	(4,774.60)
Kiosk Sales - Merchandise	60.42	0.18	0.00	60.42	119.58	0.06	0.00	119.58
Memberships	700.00	2.03	875.00	(175.00)	5,118.00	2.69	4,375.00	743.00
Private Hire & parties	0.00	0.00	1,616.00	(1,616.00)	8,840.00	4.65	8,080.00	760.00
Shop Rentals	715.00	2.07	2,577.00	(1,862.00)	7,301.80	3.84	7,296.00	5.80
Screen Advertising	655.05	1.90	800.00	(144.95)	3,734.03	1.96	4,000.00	(265.97)
Donations received	1,193.35	3.46	83.00	1,110.35	1,586.57	0.83	417.00	1,169.57
Gift Vouchers sold	1,128.90	3.27	3,000.00	(1,871.10)	1,325.41	0.70	3,000.00	(1,674.59)
Bank Interest Received	0.00	0.00	0.00	0.00	1,173.54	0.62	500.00	673.54
	34,502.86	100.00	48,205.06	(13,702.20)	190,152.64	100.00	196,938.30	(6,785.66)
Direct Costs								
Royalties	8,567.99	24.83	11,810.80	3,242.81	44,336.26	23.32	48,254.00	3,917.74
Kiosk supplies - Food & Beverages	2,726.01	7.90	3,599.02	873.01	18,805.47	9.89	17,995.07	(810.40)
Repairs, Alterations & Maintenance	0.00	0.00	0.00	0.00	3,848.79	2.02	5,500.00	1,651.21
	11,294.00	32.73	15,409.82	4,115.82	66,990.52	35.23	71,749.07	4,758.55
Running Costs								
Energy	172.38	0.50	2,000.00	1,827.62	2,617.81	1.38	10,000.00	7,382.19
Water	0.00	0.00	339.51	339.51	214.06	0.11	1,697.55	1,483.49
Waste & recycling	0.00	0.00	0.00	0.00	1,364.80	0.72	1,000.00	(364.80)
Cleaning Materials & equipment	0.00	0.00	300.00	300.00	937.50	0.49	1,500.00	562.50
Projection Equipment	888.32	2.57	0.00	(888.32)	1,398.85	0.74	500.00	(898.85)
Screen 2 Project	3,682.00	10.67	0.00	(3,682.00)	5,871.05	3.09	7,500.00	1,628.95
Staff Uniforms	0.00	0.00	100.00	100.00	809.00	0.43	300.00	(509.00)
Buildings Insurance	8,105.21	23.49	600.00	(7,505.21)	8,105.21	4.26	3,000.00	(5,105.21)
Film Delivery & couriers	0.00	0.00	100.00	100.00	0.00	0.00	500.00	500.00
Office Expenses	349.37	1.01	300.00	(49.37)	2,774.80	1.46	1,500.00	(1,274.80)
Press listings	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00
PRS & PPL Licenses	0.00	0.00	0.00	0.00	1,225.15	0.64	0.00	(1,225.15)
Training	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
Bank Charges	57.07	0.17	166.00	108.93	332.22	0.17	830.00	497.78
Box Office Oscar	630.16	1.83	750.00	119.84	4,928.97	2.59	3,750.00	(1,178.97)
	13,884.51	40.24	4,655.51	(9,229.00)	30,579.42	16.08	32,677.55	2,098.13
Gross Profit/(Loss):	9,324.35	27.02	28,139.73	(18,815.38)	92,582.70	48.69	92,511.68	71.02
Staff Costs								
Staff Costs	30,556.44	88.56	25,227.92	(5,328.52)	131,173.00	68.98	126,139.64	(5,033.36)
	30,556.44	88.56	25,227.92	(5,328.52)	131,173.00	68.98	126,139.64	(5,033.36)
Net Profit/(Loss):	(21,232.09)	(61.54)	2,911.81	(24,143.90)	(38,590.30)	(20.29)	(33,627.96)	(4,962.34)

HRTC & HBPH PAYMENT SCHEDULE**RESOLVED:** to authorise payments totaling £35,400.53.**Payment and Receipt Schedule**
16/10/2025**Hebden Royd Town Council**
Accounts to be Paid**Item**

no:	Payee	Details	Invoice No	Amount	Cost Centre
a	PKF	Review of Annual Governance & Accountability	SB20252676	2,520.00	Audit
b	The National Allotment Society	Membership Renewal	S4141A	£84.00	Local Env
c	Gardenius	Daffodil bulbs	6045	£653.40	Local Env
d	Briggs Priestley	Honours Boards	49350	£135.60	Office
e	Hebden Bridge Community Assoc.	Recharges- phone, data, it, cleaning	18352	£153.00	Office
f	P3	Microsoft 365 Business	36775	£177.42	Office
g	The Shredding Alliance	Offsite shredding	14653	£59.88	Office
h	Calderdale Council	5 x bays suspended in Market Place car park	IN25124990	£50.00	Project & Events
i	Delta Services	Stage Equipment	1574	304.08	Project & Events
j	EEH Event Equipment Hire	Deposit Stage for LUTV	INV-05765	£427.68	Project & Events
k	The Privacy Worx	Monthly DPO Fee - September	INV-1648	£792.00	Salaries
				£5,357.06	

Accounts previously paid by the Town Clerk

No.:	Payee	Details	Invoice No	Amount	Cost Centre
a	Amazon	Supplies for Happy Hounds	204-2623650-1081127	£9.49	Local Environment
b	James Furlong	Data cleaning, analysis and final report	27.03.24	£1,500.00	Local Environment
c	Steve Tomlin	Scything Course	18072025	£2,441.00	Local Environment
d	Amazon	Office supplies	GB571AG5ABEI	19.48	Office
e	Amazon	Office supplies	XX5001H4MFYS7T	£11.65	Office
f	Amazon	Office supplies	GB585UBAABEI	£4.88	Office
g	Amazon	Office supplies	GB585XRKABEI	£17.36	Office
h	Amazon	Office supplies	GB588EJAABEI	£18.62	Office
i	Amazon	Office supplies	GB58792SABEI	£20.84	Office
j	Amazon	Office supplies	GB5878W3ABEI	£20.84	Office
k	Amazon	Office supplies	GB58790BABEI	20.84	Office
l	Amazon	Office supplies	AEU-INV-GB-2025-1070	114	Office
m	Fleur De Lys	Flowers	30.9.25	£72.00	
n	Post Office	Petty Cash Top Up	18.08.25	£67.03	Office
o	Post Office	Petty Cash Top Up	24.09.25	£95.27	Office
p	Amazon	Event supplies	GB305634227	£99.00	Project & Events
q	Amazon	Event supplies	GB58M33ZABEI	£28.00	Project & Events
r	Amazon	Event supplies	GB50284H0GE81I	£40.80	Project & Events
s	Amazon	Event supplies	GB58JWFAABEI	£23.98	Project & Events
t	Amazon	Event supplies	GB50006HE3V8DI	£59.99	Project & Events
u	Amazon	Event supplies	GB5000130CJYFI	£9.98	Project & Events
v	Amazon	Event supplies	GB5000FK4H22PI	£6.99	Project & Events
w	Amazon	Event supplies	GB5000FO4H22PI	£6.99	Project & Events
x	Trainline	Travel to conference	129657377686	£71.76	Training
				£4,780.79	

Direct Debits

No.:	Payee	Details	Invoice No	Amount	Cost Centre
a	Peninsula	Employment Services	U005188967	£689.76	Office
b	Sage	Sage Chargeable period	INV21506665	£235.68	Office
				£925.44	

TOTAL PAYMENTS**£11,063.29**

Payment and Receipt Schedule
16/10/2025

Hebden Bridge Picture House
Accounts to be Paid

Item	Payee	Details	Invoice No	Amount
a	Anime Ltd	Film Royalties	1017938	120.00
b	BFI	Film Royalties	BKI00463944	203.70
c	BFI	Film Royalties	BKI00463936	120.00
d	BFI	Film Royalties	BKI00463932	120.00
e	BFI	Film Royalties	BKI00463952	366.46
f	Curzon	Film Royalties	651	474.95
g	Disney	Film Royalties	2249299	151.20
h	Disney	Film Royalties	2249305	2,053.36
i	Disney	Film Royalties	2252195	369.60
j	Disney	Film Royalties	2252791	357.00
k	Dogwoof	Film Royalties	MI006320	264.60
ll	Icon	Film Royalties	3031326	140.00
m	Moore International Ent	Film Royalties	K-2025-248	174.00
n	Paramount Picture	Film Royalties	R2414371	£202.50
o	Paramount Picture	Film Royalties	R2416118	£226.80
p	Paramount Picture	Film Royalties	R2416137	£755.56
q	Pathways Productions	Film Royalties	Invoice 240	£100.00
r	Picture House	Film Royalties	22090	£428.75
s	Picture House	Film Royalties	22276	£243.25
t	Sony	Film Royalties	1645282-1	£170.00
u	Sony	Film Royalties	1648709-1	£252.80
v	Studio Canal	Film Royalties	F0308964	£919.20
w	Studio Canal	Film Royalties	F0308963	£162.80
x	Trafalgar	Film Royalties	3394881	£479.00
y	Trafalgar	Film Royalties	343014	£649.01
z	Tull Stories	Film Royalties	TS1093/HBPH	£182.00
aa	Tull Stories	Film Royalties	TS1034/HBPH	£219.10
bb	Universal	Film Royalties	22314755235-1	£51.50
cc	Universal	Film Royalties	22314755865-1	£2,562.25
dd	Vertigo	Film Royalties	SI011907	£100.10
ee	Chubb	Health and Safety	11138458	£206.88
ff	Cathedral Leasing	Hygiene Services	MI/1710367	£225.11
gg	Eden Farm Hulleys	Kiosk	328379	£251.75
hh	Grenke	Kiosk	408235/2025	£241.78
ii	Jimmys	Kiosk	INV25607377	£295.67
jj	Jimmys	Kiosk	INV25607736	£378.24
kk	JL Brooks	Kiosk	647232	£204.86
ll	JL Brooks	Kiosk	648318	£92.35
mm	JL Brooks	Kiosk	648949	£86.95
nn	Just Jennys	Kiosk	8459	£116.40
oo	Leodis	Kiosk	INV-19153	£366.63
pp	Matthew Clark	Kiosk	3656358	£497.66
qq	Suma	Kiosk	A89997	£45.30
rr	Suma	Kiosk	A89996	£27.58
ss	Suma	Kiosk	A89995	£334.25
tt	The Buttercup Bakery	Kiosk	No324	£85.60
uu	The Buttercup Bakery	Kiosk	No325	£85.60
vv	The Buttercup Bakery	Kiosk	No326	£85.60
ww	The Buttercup Bakery	Kiosk	No327	£85.60
xx	The Yorkshire Vice Cream Co	Kiosk	PH1019	£100.00
yy	Turner & Wrights	Kiosk	292668	£438.62
zz	Vocation Brewery	Kiosk	150922	£329.69
aaa	Vocation Brewery	Kiosk	151893	£147.58

bbb	Happy Valley Pride	Marketing	INV-118	£155.00
ccc	Print Bureau	Marketing	PB8125	£48.00
ddd	Print Bureau	Marketing	PB8174	£133.00
eee	Calderdale Council	Office	IN25118910	£180.00
fff	Grenke	Office	394317/2025	£1,154.38
ggg	Synergy	Office	19010HX78AD	£162.00
hhh	Savoy Systems	Oscar	C-1025-35	£749.38
iii	GenErika	Quiz	Tuesday, 23rd September 2025	100.00

£20,030.95

Direct Debits

Item	Payee	Details	Invoice No	Amount
a	The Co-operative Bank	Banking	124	30.18
b	Apple	Office	712030310822	0.99
c	Croft	Office - Call Charges	58800	154.44
d	O2	Office - Line Rental	40005941	29.62
e	Clover	Oscar	5109 64521 14.08.25	80.98
f	Clover	Oscar	510954513 14.08.25	104.54
g	Clover	Oscar - Aug	AVS2517739	50.40
h	Clover	Oscar - Sept	AVS2517739	50.40
i	Clover	Oscar	510964521 12.09.25	113.49
k	Clover	Oscar	510964513 12.09.25	137.47
j	Crown Gas	Utilities	3698370	£650.94

£1,403.45

Payments paid by Clerk

Item	Payee	Details	Invoice No	Amount
a	Universal	Film Royalties	22314751090-1	£373.45
b	Francisca Sierevogel	Heritage Day	26/014	£160.00
c	Amazon	Kiosk Supplies	GB502VRTMXXZ11	61.53
d	Amazon	Kiosk Supplies	GB5013J16RV9V1	97.48
e	Amazon	Kiosk Supplies	GB50220D9X5ENI	145.8
f	Amazon	Maintenance	GB500BBD4X7231	17.78
g	Amazon	Maintenance	202-9029474-7346742	92.72
h	CPC	Maintenance	5949797	£33.80
i	Gear4Music	Maintenance	M12214106	£52.48
j	Paul Ashton Electrical Limited	Maintenance	SI-8550	£456.00
k	Amazon	Office	GB575D68ABEI	31.56
l	Amazon	Office	EUVINS1-OFS-GB-367645739	50
m	Amazon	Office	GB57CP3EABEI	7.25
n	Amazon	Office	GB57COUTABEI	12.33
o	Amazon	Office	GB57CP36ABEI	26.85
p	Amazon	Office	GB500K1AUXF191	28.98
q	Amazon	Office	GB58AVICABEI	32.11
r	Apple	Office	698016898718	0.99
s	Apple	Office	786007393416	4.49
t	Origano	Office	31/07/2025	£35.30
u	Origano	Office	22/09/2025	£45.80
v	Post Office	Office	23/09/2025	£5.55
w	Post Office	Office	29/08/2025	£9.60
x	Post Office	Office	11/09/2025	£200.00
y	Spotify	Office	3bdaf410-9e98-4883-a5aa-4a62fc2a62ba	11.99
z	Generika	Quiz	May Quiz	100
aa	Dove & Bear	Uniform	#002	£809.00

£2,902.84

PAYMENTS

£24,337.24

270. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.
To receive and decide actions on communications (enc).

a. Resident Calderdale Energy Park
b. PKF Littlejohn Conclusion of Audit

RESOLVED: in respect of a. and b. to note the information.

271. REDECLARATION OF COMPLIANCE
RESOLVED: To note confirmation of redeclaration of compliance in respect of the council's pensions obligations under the Pensions Act 2008.

272. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT
The mayor reported on his activities.
RESOLVED: To note the information.

273. WHITE RIBBON ACCREDITATION
Following discussion it was
RESOLVED: Further to minute 201, to approve the expenditure of £495 to become a White Ribbon Accredited organisation.

274. MINUTES OF STAFFING COMMITTEE held 17 SEPTEMBER 2025.
The minutes were received for information.
RESOLVED: to note the minutes. Thanks were given to Cllr Morse for the work that she has done to support the council and its staff team.

275. MINUTES OF THE TOWN COUNCIL held 17 SEPTEMBER 2025
RESOLVED: To approve the minutes as a correct record.

276. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held 22 SEPTEMBER 2025
The minutes were received, following discussion.
RESOLVED: the minutes were not approved. An amendment was recommended to the wording of minute 214 and the Strategy & Review Committee will review and represent these minutes at the next meeting of the Full Council.

277. MINUTES OF THE LOCAL ENVIRONMENT & CLIMATE COMMITTEE held on 23 SEPTEMBER 2025
RESOLVED: To note the minutes for information

278. MINUTES OF THE PROJECT & EVENTS COMMITTEE held on 23 SEPTEMBER 2025
RESOLVED: To note minutes for information

279. MINUTES OF THE COMMUNITY FUNDING COMMITTEE held on 24 SEPTEMBER 2025
RESOLVED: To note minutes for information

280. **MINUTES OF THE COMMUNITY FUNDING COMMITTEE held on 29 SEPTEMBER 2025.**
RESOLVED: To note minutes for information

281. **MINUTES OF THE PICTURE HOUSE COMMITTEE held on 1 OCTOBER 2025.**
RESOLVED: To note minutes for information

282. **MINUTES OF THE COMMUNITY FUNDING COMMITTEE held on 8 OCTOBER 2025.**
The minutes of this committee will be tabled at the next meeting of the Full Council.

283. **MINUTES OF THE PROJECT & EVENTS COMMITTEE held on 8 OCTOBER 2025.**
The minutes of this committee will be tabled at the next meeting of the Full Council.

284. **WORKING GROUPS**
To receive reports from and to decide on appropriate actions:
a) Disability Access Forum
No report

b) Joint Parish Meeting (enc).
The minutes were circulated for information. It was reported that that this had been a productive first meeting and that the council looked forward to building a working relationship with the parishes.

285. **REPRESENTATIVES TO OUTSIDE BODIES**
No reports

286. **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.

The meeting finished at 9pm