

MEETING of the TOWN COUNCIL
held WEDNESDAY 17 SEPTEMBER 2025 at 7:30PM
HEBDEN BRIDGE TOWN HALL

PRESENT: Councillors – Butterick (Chair), Bampton Smith, Borrowes, Fraser, Hedges, Howes, Morse, Turner, Woodhead.

ABSENT: Councillors – Boden Cammack, Davenport, Guilfoyle, Harvey, Hoyle, Young

MINUTES: HRTC Town Clerk – E Green

MINUTES

193. PUBLIC QUESTION TIME

There were no questions asked of the council.

194. APOLOGIES AND REASONS FOR ABSENCE

Apologies were received from Cllrs Boden, Cammack, Davenport, Guilfoyle, Harvey, Hoyle.

195. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS

To receive and note interests relating to the agenda.

196. PLANNING APPLICATIONS

a. **Application 25/00810/LBC** at 19 Lees Road, Hebden Bridge, HX7 8HB for Replacement external handrails (Listed Building Consent). (Birchcliffe ward).

RESOLVED: No Objection

b. **Application 25/00763/HSE** at 4 Montrose Terrace, Lee Mill Road, Hebden Bridge, HX7 8LH for Replace existing windows and door, reposition and re-size two windows. Two small louvres on external wall for new MVHR system. (Birchcliffe ward).

RESOLVED: No Objection

c. **Application 25/00350/FUL** at Land Adjacent The Vicarage, Mytholm Bank, Hebden Bridge for New dwelling. (West End ward).

RESVOLED: Recommend Refusal due to inappropriate development and over intensification of site.

d. **Application 25/20156/TPO** at Woodentops, Savile Road, Hebden Bridge, HX7 6ND for Fell 7 trees (Tree Preservation Order). (West End ward).

RESOLVED: Recommend Refusal on grounds of trees not dead, diseased or dying.

e. **Application 25/20160/TPO** at Byclough House, Midgley Road, Mytholmroyd, HX7 5QT for Fell one tree (Tree Preservation Order). (White Lee ward).

RESOLVED: No Objection

f. **Application 25/00855/FUL** at Lyndale, Wadsworth Lane, Hebden Bridge, HX7 8DQ for Replace dilapidated garage with garage/garden room (retrospective). (Birchcliffe ward).

RESOLVED: No Objection

g. **Application 25/00746/FUL** at Land South East Of 13 Osborne Street, Balmoral Street, Hebden Bridge for Three dwellings (self-build). (Fairfield ward).

RESOLVED: No Objection

h. **Application 25/00886/HSE** at 12 Balmoral Street, Hebden Bridge, HX7 8BJ for Internal alterations and garden decking. (Fairfield 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.

197. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

RESOLVED: to note the information.

198.

HRTC & HBPH STATEMENT OF ACCOUNT**RESOLVED:** To note the informationDate: 16/09/2025
Time: 14:09:14**Hebden Royd Town Council**
Statement of Account

Page: 1

From: Month 4, July 2025
To: Month 4, July 2025

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	503,859.00	98.67	503,859.00	0.00
Station Road Car Park	0.00	0.00	0.00	0.00	0.00	0.00	14,000.00	(14,000.00)
LE & CE Climate Income	360.00	89.63	100.00	260.00	630.00	0.12	350.00	280.00
Hanging Baskets	0.00	0.00	0.00	0.00	5,912.07	1.16	7,500.00	(1,587.93)
Allotments	0.00	0.00	0.00	0.00	33.33	0.01	0.00	33.33
Projects & Events Income	41.66	10.37	50.00	(8.34)	233.31	0.05	250.00	(16.69)
	401.66	100.00	150.00	251.66	510,667.71	100.00	525,959.00	(15,291.29)
Committes, Projects and Awards								
Awards Service to the community	0.00	0.00	0.00	0.00	28.00	0.01	200.00	172.00
Community Funding	7,850.00	1,954.39	0.00	(7,850.00)	21,102.40	4.13	35,500.00	14,397.60
LE & CE Land & Biodiversity	3,077.59	766.22	150.00	(2,927.59)	5,975.11	1.17	3,850.00	(2,125.11)
LE & CE Environmental Projects	40.00	9.96	2,000.00	1,960.00	5,040.00	0.99	7,000.00	1,960.00
LE & CE Hanging Baskets	1,100.00	273.86	2,000.00	900.00	11,227.00	2.20	11,800.00	573.00
LE & CE Allotments	0.00	0.00	125.00	125.00	0.00	0.00	500.00	500.00
P & E Xmas Lights & Evenets	0.00	0.00	0.00	0.00	14,921.54	2.92	15,000.00	78.46
P & E Happy Hounds	375.00	93.36	0.00	(375.00)	771.00	0.15	200.00	(571.00)
P & E New Projects	1,500.00	373.45	1,500.00	0.00	1,500.00	0.29	6,000.00	4,500.00
P & E Calder Holmes Park	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00	1,250.00
P & E Dog Waster Provision	0.00	0.00	250.00	250.00	0.00	0.00	500.00	500.00
Remembrance Sunday	0.00	0.00	0.00	0.00	1,520.00	0.30	1,500.00	(20.00)
Twining	0.00	0.00	0.00	0.00	3,179.88	0.62	3,000.00	(179.88)
	13,942.59	3,471.24	6,025.00	(7,917.59)	65,264.93	12.78	86,300.00	21,035.07
Gross Profit/(Loss):	(13,540.93)	(3,371.24)	(5,875.00)	(7,665.93)	445,402.78	87.22	439,659.00	5,743.78
Administration								
Salaries	22,275.62	5,545.89	21,497.50	(778.12)	73,924.29	14.48	85,990.00	12,065.71
HR Support	580.18	144.45	576.00	(4.18)	1,969.36	0.39	2,304.00	334.64
Courses & Training	1,660.00	413.28	100.00	(1,560.00)	1,906.40	0.37	350.00	(1,556.40)
Staff Uniforms	0.00	0.00	84.00	84.00	0.00	0.00	336.00	336.00
Office Expenditure	1,504.58	374.59	1,166.67	(337.91)	6,293.77	1.23	4,666.67	(1,627.10)
Website	0.00	0.00	0.00	0.00	699.96	0.14	500.00	(199.96)
Public Liability Insurance	0.00	0.00	0.00	0.00	4,258.32	0.83	4,000.00	(258.32)
Subscriptions	0.00	0.00	0.00	0.00	1,393.00	0.27	1,500.00	107.00
Bank Charges	0.00	0.00	0.00	0.00	101.18	0.02	0.00	(101.18)
Audit	0.00	0.00	2,000.00	2,000.00	(1,630.15)	(0.32)	2,000.00	3,630.15
Clocks	0.00	0.00	0.00	0.00	730.00	0.14	800.00	70.00
Mayors Allowance	0.00	0.00	416.67	416.67	1,159.53	0.23	1,666.67	507.14
Hospitality	0.00	0.00	41.67	41.67	0.00	0.00	166.67	166.67
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	12.50	12.50
Transfers to/from reserves	0.00	0.00	0.00	0.00	0.00	0.00	17,665.00	17,665.00
	26,020.38	6,478.21	25,882.51	(137.87)	90,805.66	17.78	122,207.51	31,401.85
Net Profit/(Loss):	(39,561.31)	(9,849.45)	(31,757.51)	(7,803.80)	354,597.12	69.44	317,451.49	37,145.63

Date: 16/09/2025
Time: 14:16:06

Hebden Royd Town Council
Statement of Account

Page: 1

From: Month 4, July 2025
To: Month 4, July 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	16,655.51	63.38	26,527.00	(9,871.49)	95,147.51	61.87	91,108.00	4,039.51
Kiosk Sales - Food & Beverages	5,920.72	22.53	9,727.06	(3,806.34)	35,756.06	23.25	38,908.24	(3,152.18)
Kiosk Sales - Merchandise	25.00	0.10	0.00	25.00	59.16	0.04	0.00	59.16
Memberships	738.00	2.81	875.00	(137.00)	4,418.00	2.87	3,500.00	918.00
Private Hire & parties	0.00	0.00	1,616.00	(1,616.00)	8,840.00	5.75	6,464.00	2,376.00
Shop Rentals	3,293.40	12.53	714.00	2,579.40	6,586.80	4.28	4,719.00	1,867.80
Screen Advertising	0.00	0.00	800.00	(800.00)	2,382.14	1.55	3,200.00	(817.86)
Donaations received	80.50	0.31	84.00	(3.50)	393.22	0.26	334.00	59.22
Gift Vouchers sold	(433.19)	(1.65)	0.00	(433.19)	196.51	0.13	0.00	196.51
Bank Interest Received	0.00	0.00	0.00	0.00	0.00	0.00	500.00	(500.00)
	26,279.94	100.00	40,343.06	(14,063.12)	153,779.40	100.00	148,733.24	5,046.16
Direct Costs								
Royalties	10,798.99	41.09	10,610.80	(188.19)	32,848.27	21.36	36,443.20	3,594.93
Kiosk supplies - Food & Beverages	4,025.19	15.32	3,599.01	(426.18)	16,079.46	10.46	14,396.05	(1,683.41)
Repairs, Alterations & Maintenance	90.73	0.35	2,750.00	2,659.27	1,074.03	0.70	5,500.00	4,425.97
	14,914.91	56.75	16,959.81	2,044.90	50,001.76	32.52	56,339.25	6,337.49
Running Costs								
Energy	217.40	0.83	2,000.00	1,782.60	2,445.43	1.59	8,000.00	5,554.57
Water	0.00	0.00	339.51	339.51	214.06	0.14	1,358.04	1,143.98
Waste & recycling	0.00	0.00	500.00	500.00	1,364.80	0.89	1,000.00	(364.80)
Cleaning Materials & equipment	144.58	0.55	300.00	155.42	937.50	0.61	1,200.00	262.50
Projection Equipment	81.89	0.31	250.00	168.11	510.53	0.33	500.00	(10.53)
Screen 2 Project	189.05	0.72	0.00	(189.05)	189.05	0.12	7,500.00	7,310.95
Staff Uniforms	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
Buildings Insurance	0.00	0.00	600.00	600.00	0.00	0.00	2,400.00	2,400.00
Film Delivery & couriers	0.00	0.00	100.00	100.00	0.00	0.00	400.00	400.00
Office Expenses	1,072.69	4.08	300.00	(772.69)	2,425.43	1.58	1,200.00	(1,225.43)
Press listings	0.00	0.00	100.00	100.00	0.00	0.00	100.00	100.00
PRS & PPL Licenses	1,096.72	4.17	0.00	(1,096.72)	1,225.15	0.80	0.00	(1,225.15)
Training	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
Bank Charges	105.86	0.40	166.00	60.14	275.15	0.18	664.00	388.85
Box Office Oscar	1,129.16	4.30	750.00	(379.16)	4,298.81	2.80	3,000.00	(1,298.81)
	4,037.35	15.36	5,405.51	1,368.16	13,885.91	9.03	28,022.04	14,136.13
Gross Profit/(Loss):	7,327.68	27.88	17,977.74	(10,650.06)	89,891.73	58.45	64,371.95	25,519.78
Staff Costs								
Staff Costs	23,653.11	90.00	25,227.93	1,574.82	100,616.56	65.43	100,911.72	295.16
	23,653.11	90.00	25,227.93	1,574.82	100,616.56	65.43	100,911.72	295.16
Net Profit/(Loss):	(16,325.43)	(62.12)	(7,250.19)	(9,075.24)	(10,724.83)	(6.97)	(36,539.77)	25,814.94

199.

HRTC & HBPH PAYMENT SCHEDULE**RESOLVED:** to authorise payments totaling £49,363.97.**Payment and Receipt Schedule**
17/09/2025**Hebden Royd Town Council**
Accounts to be Paid
Item

no:	Payee	Details	Invoice No	Amount	Cost Centre
a	Business Stream	Water for HH Allotments	8629519	27.92	Local Env
b	Business Stream	Water for HH Allotments	7936487	24.27	Local Env
c	Calder Valley Skip Hire Ltd	Skip for HH Allotments	320817	£201.60	Local Env
d	Calvag	Allotment Equipment	INV-17389	£160.80	Local Env
e	Calvag	Allotment Equipment	INV-17383	£31.20	Local Env
f	EPS	Hire of Equipment for Allotments	119329	£51.73	Local Env
g	Hebden Bridge Community Assoc.	Refreshments for Cllr Training	18206	£36.00	Office
h	Hebden Bridge Community Assoc.	Catering for Mayor Making 20 May	17939	£687.00	Office
i	Hebden Bridge Community Assoc.	Recharges - Data & IT, Phones	18221	£153.00	Office
j	P3	Microsoft 365 Business, Exchange	36284	£177.42	Office
k	Page/ Park	Fee for Buro Happold Recharge	G2299	£4,320.00	Office
l	Peninsula	Employment Services	U005131625	£689.76	Office
m	The Shredding Alliance	Shredding	144247	£66.60	Office
n	Calderdale Council	Hebden's Happy Hounds Event Fee	IN25096213	£30.00	Project & Events
o	DA and FR Gibbon	Watering Hanging Baskets	08-Sep-25	£2,574.00	Project & Events
p	ETEC	Rosettes Happy Hounds	B3900	£52.40	Project & Events
q	Pennine Signs	Printed flags	33632	£348.00	Project & Events
r	The Privacy Worx Ltd	Monthly DPO Fee - August	INV-1591	£936.00	Salaries

£10,567.70**Accounts previously paid by the Town Clerk**

a	Amazon	2 x heaters - CVCA	GB56VS6HABEI	£77.88	Community Funding
b	Calderdale Council	Grazing Licence	IN25108376	£221.00	Local Environment
c	Screwfix	Safety Equipment for Allotments	A5300304102	£31.98	Local Environment
d	Steve Tomlin	Deposit for Sything Course JM	Pre 18072025	£100.00	Local Environment

£430.86**Direct Debits**

a	Euro Digital Systems	Monthly Network Print Support	150643	£202.13	Office
b	Sage	Chargeable period 01-06 to 30-06	63560372	£1,641.60	Office

£1,843.73**TOTAL PAYMENTS****£12,842.29**

Payment and Receipt Schedule
17/09/2025

Hebden Bridge Picture House
Accounts to be Paid

Item	Payee	Details	Invoice No	Amount
a	Calderdale Council	Building Insurance	IN25099721	£8,105.21
b	PPS	Cleaning Supplies	INVKEI-72179	£176.64
c	AX1 Entertainment	Film Royalties	25175	£144.00
d	Curzon	Film Royalties	5249	£194.60
e	Curzon	Film Royalties	5466	£120.00
f	Curzon	Film Royalties	5791	£120.00
g	Dartmouth Films	Film Royalties	DFL3694	£120.00
h	Disney	Film Royalties	2241442	£391.06
i	Disney	Film Royalties	2242299	£350.50
j	Disney	Film Royalties	2244429	£54.80
k	Disney	Film Royalties	2245054	£120.00
l	Dogwoof	Film Royalties	M1006143	£161.35
m	Elysian	Film Royalties	EF-TOTO-610	£120.00
n	Lions Gate	Film Royalties	80208654	£726.40
o	Lions Gate	Film Royalties	80214213	£225.40
p	Lions Gate	Film Royalties	80214040	£120.00
q	Modern Films	Film Royalties	M001506	£87.16
r	Modern Films	Film Royalties	M001507	£102.55
s	Modern Films	Film Royalties	M001508	£120.00
	Modern Films	Film Royalties	M001534	£65.10
	Modern Films	Film Royalties	M001535	£56.35
t	MUBI	Film Royalties	INV-MUK-1164	£384.30
u	MUBI	Film Royalties	INV-MUK-1163	£178.50
v	National Theatre	Film Royalties	SINRNT1034377	£411.40
w	National Theatre	Film Royalties	SINRNT1034624	£2,376.30
x	Paramount Pictures	Film Royalties	R2408087	£140.70
y	Paramount Pictures	Film Royalties	R2405733	£404.40
z	Paramount Pictures	Film Royalties	R2413150	£1,980.00
aa	Paramount Pictures	Film Royalties	R2413151	£498.50
bb	Park Circus	Film Royalties	1414981	£322.60
cc	Park Circus	Film Royalties	1420875	£192.00
dd	Park Circus	Film Royalties	1420852	£192.00
ee	Park Circus	Film Royalties	1422108	£168.00
ff	Picturehouse Entertainment	Film Royalties	21803	£233.10
gg	Sony	Film Royalties	1633348-1	£388.80
hh	Sony	Film Royalties	1634645-1	£187.60
	Sony	Film Royalties	1638121-1	£203.75
ii	Studiocanal	Film Royalties	F0308254	£138.60
jj	TAPE	Film Royalties	1308	£100.00
kk	Universal	Film Royalties	22314746872-1	£873.60
ll	Vertigo	Film Royalties	SI011540	£480.90
mm	Vertigo	Film Royalties	SI011638	£120.00
nn	Jimmy's	Kiosk	INV25606834	£491.53
oo	JL Brooks	Kiosk	640525	£100.82
pp	JL Brooks	Kiosk	641775	£117.90
qq	JL Brooks	Kiosk	643961	£209.89
rr	Just Jennys	Kiosk	8414	£90.00
ss	Just Jennys	Kiosk	8432	£86.40
tt	Leodis Coffee	Kiosk	INV-18788	£309.78
uu	Matthew Clark	Kiosk	3567373	£440.45
	Matthew Clark	Kiosk	3621645	£542.37
vv	Suma	Kiosk	A75357	£294.00
ww	The Buttercup Bakery	Kiosk	No320	£85.60

xx	The Buttercup Bakery	Kiosk	No321	£108.80
yy	The Buttercup Bakery	Kiosk	No322	£108.80
zz	The Buttercup Bakery	Kiosk	No323	£108.80
aaa	Vocation Brewery	Kiosk	147688	£203.28
	Calder Services	Maintenance	11646	£100.00
bbb	Calder Valley Security	Maintenance	17636	£2,490.00
ccc	P&D Builders	Maintenance	04/09/2025	£725.00
ddd	Print Bureau	Office	PB7948	£98.40
eee	Savoy Systems Ltd	Office	C-0925-35	£733.51
fff	JG Harrison	Projection	83738:H	£198.00
ggg	JG Harrison	Projection	83737:H	£185.71
hhh	GenErika	Quiz	Mon, 18th Aug	£100.00
iii	MEP Michael Eyres Partnership	Screen 2	INV008477	£2,400.00
jjj	FCC Environment	Waste Collection	1528400	£763.15

£32,748.36

Direct Debits

a	The Co-operative Bank	Current Account Inv	No123	46.17
b	Croft	Office - Call Charges	55682	155.05
c	O2	Office - Call Charges	39438964	29.62
d	Crown Gas Power	Utilities	3656245	174.33
e	Scottish Power	Utilities	613004934538	£23.14

£428.31

Payments paid by Clerk

a	Disney	Film Royalties	2223402	£1,212.20
b	Sony	Film Royalties	1627590-1	£87.20
c	Universal	Film Royalties	22314736244-1	£730.96
d	Universal	Film Royalties	22314736401-1	£544.96
e	Universal	Film Royalties	22314740181-1	£527.51
f	The Buttercup Bakery	Kiosk	09/07/2025	£189.05
g	Calder Services	Maintenance	11637	53.13

£3,345.01

PAYMENTS

£36,521.68

200. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK

a. Royd Regeneration - notification of closure
RESOLVED: to note the information, and to thank those involved for their effort and participation, which has been fundamental to developments in Mytholmroyd. In particular thanks to their long-standing secretary, the Council will send flowers in appreciation and recognition of their efforts.

201. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT

The Mayor shared information about his activities including details of the Mayors Charity, The White Ribbon Campaign's accreditation scheme, which council were asked to consider.
RESOLVED: to approve the principle of the Town Council seeking accreditation with costs of £495 to be considered and approved at the next meeting of the Full Council.

202. MINUTES OF THE TOWN COUNCIL held 13 AUGUST 2025

RESOLVED: To approve the minutes as a correct record.

- 203. MINUTES OF THE PICTURE HOUSE COMMITTEE held 3 SEPTEMBER 2025**
Heritage Open Day will be held on 20 September. Cllr Butterick shared thanks to the Picture House Manager and the team for their continued efforts.
RESOLVED: to note the information.
- 204. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held on 10 SEPTEMBER 2025**
Minute 181 was highlighted in respect of the role of the Data Protection Officer and compliance within the Town Council. It was noted that this was expenditure which had not been originally budgeted for and could mean less money available for other activities.
RESOLVED: to note the minutes for information and approve the recommendations.
- 205. MEETING DATES 2025/26**
The revised meeting dates were reviewed. In particular to note the change of date of the October Meeting of the Full Council which will be held on **THURSDAY 16 OCTOBER.**
RESOLVED: to note the information.
- 206. CALDERDALE ENERGY PARK**
The response to the scoping report consultation was discussed.
RESOLVED: to convene an additional meeting of the Local Environment & Climate Committee to prepare a response. This will be held on Tuesday 23 September at 6pm.
- 207. CHRISTMAS LIGHTING INSTALLATION**
Request to suspend Financial Regulation 5.8.
- *The installation is to be undertaken on CMBC assets.*
 - *CMBC have followed an appropriate procurement process.*
- The council considered the quote for the installation of the festive lighting in Hebden Royd.
RESOLVED: To suspend Financial Regulations, and to approve expenditure of £15983.40 for the installation of the Christmas Lighting/Trees in Mytholmroyd & Hebden Bridge.
- 208. WORKING GROUPS**
There were no reports.
- 209. REPRESENTATIVES TO OUTSIDE BODIES**

Cllr Turner – Hebden Bridge Business Forum. The business Forum hopes to run a dressed window trail for Halloween and is submitting an application to the council Community Funding Committee to hold a festive event to support footfall throughout the town. They are also looking to develop a Loyalty Scheme for HX7.

Cllr Hedges- Patient Participation Group. The practice now has a full quota of doctors. Work continues on developing the Todmorden Health Centre and representation on appointment panel is being considered. A discussion is being held about the waiting areas and ensuring that these are comfortable for neurodivergent clients. The AGM is on the 12.11.25.

210. 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 8:40pm