

## **MEETING of the TOWN COUNCIL**

**held WEDNESDAY, 19 NOVEMBER 2025 at 7:30PM**

### **HEBDEN BRIDGE TOWN HALL**

**PRESENT:** Councillors – (Chair), Boggis, Boden, Borrowes, Cammack, Fraser, Guilfoyle, Harvey, Hedges, Macdonald, Woodhead and Young.

Also: Three members of the public.

**ABSENT:** Councillors – Butterick, Bampton Smith, Hoyle, Morse, Turner Howes

**MINUTES:** HRTC Clerk – E Green

### **MINUTES**

#### **327. PUBLIC QUESTION TIME.**

A Member of the public raised a number of matters relating to Car Parking.

Q1 – Further to Minute 63 - Why had a parking page not been included on the website.

R1 – This will be added in due course as part of the development of the Town Council new website.

Q2 – Further to Minute 63 - What was the status of the discussion with CMBC on parking.

R2 – This matter will be added to the agenda of the next Full Council.

Q3 – Why is the revenue received from parking not reported on the website.

R3 – This is a new website yet to be updated, parking revenue will be reported annually.

For clarification on this point, it is noted that the Town Council does not operate Station Road Car Park and simply receives a share of the income. This income is treated as general, non-ring-fenced revenue. There are no statutory restrictions on how the parish council may use this income. Restrictions only apply where a council operates its own parking account and is required under section 55 of the Road Traffic Regulation Act 1984 to ring-fence any surplus.

#### **328. APOLOGIES AND REASONS FOR ABSENCE.**

Apologies received from Cllrs Hoyle & Morse

**329. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.**

There were no interests reported at this meeting.

**330. PLANNING APPLICATIONS**

a. **Application 25/00948/FUL** at 58 Market Street, Hebden Bridge, HX7 6AA for Conversion of shop to holiday-let. (West End ward).

**RESOLVED:** Recommended Refusal on grounds of inappropriate materials being used, which do not fit the heritage of the area, however there is no objection to the change of use.

b. **Application 25/00887/COU** at Property Known As Hill Top Cottage, The Long Causeway, Sowerby, Sowerby Bridge for Change of use from annex to self-contained dwelling. (Cragg Vale ward).

*Not Considered as the application is out of area.*

c. **Application 25/20197/TPO** at 12 Nest Lane, Mytholmroyd, HX7 5AZ for Fell one tree (Tree Preservation Order). (Caldene ward).

**RESOLVED:** No Objection

d. **Application 25/00994/HSE** at 44 Caldene Avenue, Mytholmroyd, HX7 5AF for Two-storey side extension and loft conversion. (Caldene ward).

**RESOLVED:** No Objection

e. **Application 25/20196/TPO** at Edgewood, Savile Road, Hebden Bridge, HX7 6BY for Fell one tree (Tree Preservation Order). (West End ward).

**RESOLVED:** Recommend Refusal – Insufficient information

f. **Application 25/00773/LBC** at 3 Ewood Court, Midgley Road, Mytholmroyd, HX7 5QX for Picket fence at the rear boundary between No 2 and No 3 Ewood Court. (Listed Building Consent). (White Lee ward).

**RESOLVED:** No Objection

g. **Application 25/20194/TPO** at 31 Royd Terrace, Hebden Bridge, HX7 7BT for Fell one tree (Tree Preservation Order). (West End ward).

**RESOLVED:** Recommend Refusal – Insufficient Information

h. **Application 25/00970/COU** at Dog Bottom, Lee Mill Road, Hebden Bridge, HX7 7AB for Change of use of storage room and detached outbuilding to bed and breakfast accommodation (retrospective). (Birchcliffe ward).  
**RESOLVED:** No Objection

In respect of the following applications:-

i. **Application 25/01093/LBC** at Mayroyd Mill, Wheelhouse And Weir Mayroyd Lane, Hebden Bridge for Removal of 18.5m central section of the weir, retaining 5.4m and 4.2m on south-western and north-eastern banks. Exposed ends will be clad using salvaged weir blocks to maintain a stone-faced appearance. Rock mattresses will be placed upstream of the retained sections for scour protection. (Listed Building Consent). (Fairfield ward)

j. **Application 25/01110/LBC** at St Georges Bridge, St George's Street, Hebden Bridge for Strengthening of the Bridge's deck, raising of parapets and insertion of flood panels below the parapets to meet the height of the proposed flood defence levels. (Listed Building Consent). (West End ward).

k. **Application 25/01111/LBC** at West End Bridge, West End, Hebden Bridge for Temporary dismantling of the parapet over the northern arch of the west span, Stainless steel rods will be inserted into spandrels and arch, parapet then rebuilt in its existing layout with suitable mortar. (Listed Building Consent). (West End ward).

l. **Application 25/01112/LBC** at White Lion Hotel, St Georges Square, Hebden Bridge, HX7 8EX for Dismantling of river wall and replace with concrete flood defence wall clad in stone (Listed Building Consent). (West End ward)

m. **Application 25/01117/LBC** at Bridge Mill, St Georges Square, Hebden Bridge, HX7 8ET for Replacement of nine windows with flood protection windows, blocking up of two windows and strengthening works, including partial rebuilding of masonry walls. (Listed Building Consent). (West End ward).

n. **Application 25/01113/LBC** at The Town Hall, St George's Street, Hebden Bridge, HX7 7BY for Installation of flood resistant windows in the basement and addition of internal steel wall strengthening grids. (Listed Building Consent). (West End ward).

**RESOLVED:** That these applications should be considered at the next meeting of the Full Council, with a representative from the Environment Agency available to present the applications in detail and to answer any technical questions that may arise. It is also expected that by this time, further consultee comments will be available for review.

o. **Application 25/00979/HSE** at Dog Bottom, Lee Mill Road, Hebden Bridge, HX7 7AB for Construction of decking areas and retaining walls; single storey utility extension (retrospective). (Birchcliffe Ward)

**RESOLVED:** No Objection

p. **Application 25/01127/FUL** at Belvoir House, Caldene Business Park, Burnley Road, Mytholmroyd for New window openings. (Cragg Vale ward)

**RESOLVED:** No Objection

Applications dealt with under delegation from Full Council.

- Application 25/20205/TPO at Rogergate, Roger Gate, Mytholmroyd, HX7 5AP for Prune one tree (Tree Preservation Order).

- Application 25/20211/TPO at Glaswydd, Moss Lane, Hebden Bridge, HX7 7DS for Prune one tree (Tree Preservation Order).

**RESOLVED:** that 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.

**331. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC**

**RESOLVED:** To note the information

**332. HRTC & HBPH STATEMENT OF ACCOUNT**

The HBPH Statement of accounts for September and the HRTC Statement of account for August, September and October were presented.

**RESOLVED:** To note the information

Date: 22/10/2025  
Time: 10:48:15

## HEBDEN BRIDGE PICTURE HOUSE

### Statement of Account

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From: Month 6, September 2025  
To: Month 6, September 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>
<b>Income</b>								
Ticket sales	23,350.25	62.28	25,527.00	(2,176.75)	140,443.26	61.69	146,162.00	(5,718.74)
Kiosk Sales - Food & Beverages	8,239.36	21.98	9,727.06	(1,487.70)	52,100.06	22.89	58,362.36	(6,262.30)
Kiosk Sales - Merchandise	10.75	0.03	0.00	10.75	130.33	0.06	0.00	130.33
Memberships	1,232.00	3.29	875.00	357.00	6,350.00	2.79	5,250.00	1,100.00
Private Hire & parties	2,687.50	7.17	1,616.00	1,071.50	11,527.50	5.06	9,696.00	1,831.50
Shop Rentals	715.00	1.91	714.00	1.00	8,016.80	3.52	8,010.00	6.80
Screen Advertising	755.57	2.02	800.00	(44.43)	4,489.60	1.97	4,800.00	(310.40)
Donations received	75.70	0.20	83.00	(7.30)	1,662.27	0.73	500.00	1,162.27
Gift Vouchers sold	424.26	1.13	0.00	424.26	1,749.67	0.77	3,000.00	(1,250.33)
Bank Interest Received	0.00	0.00	500.00	(500.00)	1,173.54	0.52	1,000.00	173.54
	37,490.39	100.00	39,842.06	(2,351.67)	227,643.03	100.00	236,780.36	(9,137.33)
<b>Direct Costs</b>								
Royalties	9,822.32	26.20	10,210.80	388.48	54,158.58	23.79	58,464.80	4,306.22
Kiosk supplies - Food & Beverages	3,306.03	8.82	3,599.01	292.98	22,111.50	9.71	21,594.08	(517.42)
Repairs, Alterations & Maintenance	1,085.82	2.90	0.00	(1,085.82)	4,934.61	2.17	5,500.00	565.39
	14,214.17	37.91	13,809.81	(404.36)	81,204.69	35.67	85,558.88	4,354.19
<b>Running Costs</b>								
Energy	188.07	0.50	2,000.00	1,811.93	2,805.88	1.23	12,000.00	9,194.12
Water	0.00	0.00	339.51	339.51	214.06	0.09	2,037.06	1,823.00
Waste & recycling	635.96	1.70	0.00	(635.96)	2,000.76	0.88	1,000.00	(1,000.76)
Cleaning Materials & equipment	389.69	1.04	300.00	(89.69)	1,327.19	0.58	1,800.00	472.81
Projection Equipment	92.10	0.25	0.00	(92.10)	1,490.95	0.65	500.00	(990.95)
Screen 2 Project	38.17	0.10	7,500.00	7,461.83	5,909.22	2.60	15,000.00	9,090.78
Staff Uniforms	0.00	0.00	0.00	0.00	809.00	0.36	300.00	(509.00)
Buildings Insurance	0.00	0.00	600.00	600.00	8,105.21	3.56	3,600.00	(4,505.21)
Film Delivery & couriers	0.00	0.00	100.00	100.00	0.00	0.00	600.00	600.00
Office Expenses	1,015.94	2.71	300.00	(715.94)	3,790.74	1.67	1,800.00	(1,990.74)
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	0.54	0.00	(1,225.15)
Training	0.00	0.00	500.00	500.00	0.00	0.00	1,000.00	1,000.00
Bank Charges	41.38	0.11	166.00	124.62	373.60	0.16	996.00	622.40
Box Office Oscar	292.96	0.78	750.00	457.04	5,221.93	2.29	4,500.00	(721.93)
	2,694.27	7.19	12,555.51	9,861.24	33,273.69	14.62	45,233.06	11,959.37
<b>Gross Profit/(Loss):</b>	20,581.95	54.90	13,476.74	7,105.21	113,164.65	49.71	105,988.42	7,176.23
<b>Staff Costs</b>								
Staff Costs	28,807.88	76.84	25,227.95	(3,579.93)	159,980.88	70.28	151,367.59	(8,613.29)
	28,807.88	76.84	25,227.95	(3,579.93)	159,980.88	70.28	151,367.59	(8,613.29)
<b>Net Profit/(Loss):</b>	(8,225.93)	(21.94)	(11,751.21)	3,525.28	(46,816.23)	(20.57)	(45,379.17)	(1,437.06)

From: Month 5, August 2025  
To: Month 5, August 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>
<b>Income</b>								
Precept	0.00	0.00	0.00	0.00	503,859.00	98.58	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 & Climate Income	360.00	81.21	0.00	360.00	990.00	0.19	350.00	640.00
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	83.32	18.79	50.00	33.32	316.63	0.06	300.00	16.63
	443.32	100.00	50.00	393.32	511,111.03	100.00	526,009.00	(14,897.97)
<b>Committes, Projects and Awards</b>								
Awards Service to the community	0.00	0.00	0.00	0.00	28.00	0.01	200.00	172.00
Community Funding	3,863.22	871.43	0.00	(3,863.22)	24,965.62	4.88	35,500.00	10,534.38
LE & CE Land & Biodiversity	682.25	153.90	0.00	(682.25)	6,657.36	1.30	3,850.00	(2,807.36)
LE & CE Environmental Projects	0.00	0.00	0.00	0.00	5,040.00	0.99	7,000.00	1,960.00
LE & CE Hanging Baskets	1,650.00	372.19	2,000.00	350.00	12,877.00	2.52	13,800.00	923.00
LE & CE Allotments	403.23	90.96	125.00	(278.23)	427.50	0.08	625.00	197.50
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	68.31	15.41	0.00	(68.31)	839.31	0.16	200.00	(639.31)
P & E New Projects	39.49	8.91	1,500.00	1,460.51	1,539.49	0.30	7,500.00	5,960.51
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	0.00	0.00	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)
Twinning	0.00	0.00	0.00	0.00	3,179.88	0.62	3,000.00	(179.88)
	6,706.50	1,512.79	3,625.00	(3,081.50)	71,995.70	14.09	89,925.00	17,929.30
<b>Gross Profit/(Loss):</b>	<b>(6,263.18)</b>	<b>(1,412.79)</b>	<b>(3,575.00)</b>	<b>(2,688.18)</b>	<b>439,115.33</b>	<b>85.91</b>	<b>436,084.00</b>	<b>3,031.33</b>
<b>Administration</b>								
Salaries	22,723.92	5,125.85	21,497.50	(1,226.42)	98,148.21	19.20	107,487.50	9,339.29
HR Support	580.18	130.87	576.00	(4.18)	2,549.54	0.50	2,880.00	330.46
Courses & Training	65.00	14.66	100.00	35.00	1,971.40	0.39	450.00	(1,521.40)
Staff Uniforms	0.00	0.00	84.00	84.00	0.00	0.00	420.00	420.00
Office Expenditure	506.58	114.27	1,166.67	660.09	7,372.85	1.44	5,833.34	(1,539.51)
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	27.50	6.20	0.00	(27.50)	1,420.50	0.28	1,500.00	79.50
Bank Charges	0.00	0.00	0.00	0.00	101.18	0.02	0.00	(101.18)
Audit	0.00	0.00	0.00	0.00	(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	2,083.34	923.81
Hospitality	0.00	0.00	41.67	41.67	0.00	0.00	208.34	208.34
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
	23,903.18	5,391.86	23,882.51	(20.67)	116,781.34	22.85	146,090.02	29,308.68
<b>Net Profit/(Loss):</b>	<b>(30,166.36)</b>	<b>(6,804.65)</b>	<b>(27,457.51)</b>	<b>(2,708.85)</b>	<b>322,333.99</b>	<b>63.07</b>	<b>289,993.98</b>	<b>32,340.01</b>

**Hebden Royd Town Council**  
Statement of Account

From: Month 6, September 2025  
To: Month 6, September 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>
<b>Income</b>								
Precept	0.00	0.00	0.00	0.00	503,859.00	98.55	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 & Climate Income	20.00	14.64	0.00	20.00	1,010.00	0.20	350.00	660.00
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	33.33	24.39	100.00	(66.67)	349.96	0.07	400.00	(50.04)
Other Income	83.32	60.97	0.00	83.32	83.32	0.02	0.00	83.32
	136.65	100.00	100.00	36.65	511,247.68	100.00	526,109.00	(14,861.32)
<b>Committes, Projects and Awards</b>								
Awards Kaberry & Baker	0.00	0.00	2,100.00	2,100.00	0.00	0.00	2,100.00	2,100.00
Awards Service to the community	0.00	0.00	0.00	0.00	28.00	0.01	200.00	172.00
Community Funding	0.00	0.00	15,000.00	15,000.00	24,965.62	4.88	50,500.00	25,534.38
LE & CE Land & Biodiversity	221.00	161.73	0.00	(221.00)	6,878.36	1.35	3,850.00	(3,028.36)
LE & CE Environmental Projects	0.00	0.00	0.00	0.00	5,040.00	0.99	7,000.00	1,960.00
LE & CE Hanging Baskets	2,145.00	1,569.70	300.00	(1,845.00)	15,022.00	2.94	14,100.00	(922.00)
LE & CE Allotments	70.00	51.23	125.00	55.00	497.50	0.10	750.00	252.50
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	145.00	106.11	600.00	455.00	984.31	0.19	800.00	(184.31)
P & E New Projects	987.20	722.43	1,500.00	512.80	2,526.69	0.49	9,000.00	6,473.31
P & E Calder Holmes Park	0.00	0.00	1,250.00	1,250.00	0.00	0.00	2,500.00	2,500.00
P & E Dog Waster Provision	0.00	0.00	0.00	0.00	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)
Twinning	0.00	0.00	0.00	0.00	3,179.88	0.62	3,000.00	(179.88)
	3,568.20	2,611.20	20,875.00	17,306.80	75,563.90	14.78	110,800.00	35,236.10
<b>Gross Profit/(Loss):</b>	<b>(3,431.55)</b>	<b>(2,511.20)</b>	<b>(20,775.00)</b>	<b>17,343.45</b>	<b>435,683.78</b>	<b>85.22</b>	<b>415,309.00</b>	<b>20,374.78</b>
<b>Administration</b>								
Salaries	20,587.69	15,066.00	21,497.50	909.81	118,735.90	23.22	128,985.00	10,249.10
HR Support	580.18	424.57	576.00	(4.18)	3,129.72	0.61	3,456.00	326.28
Courses & Training	71.76	52.51	1,000.00	928.24	2,043.16	0.40	1,450.00	(593.16)
Staff Uniforms	0.00	0.00	84.00	84.00	0.00	0.00	504.00	504.00
Office Expenditure	683.95	500.51	1,166.66	482.71	8,056.80	1.58	7,000.00	(1,056.80)
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	1,420.50	0.28	1,500.00	79.50
Bank Charges	0.00	0.00	0.00	0.00	101.18	0.02	0.00	(101.18)
Audit	2,100.00	1,536.77	0.00	(2,100.00)	469.85	0.09	2,000.00	1,530.15
Clocks	0.00	0.00	1,200.00	1,200.00	730.00	0.14	2,000.00	1,270.00
Mayors Allowance	1,072.00	784.49	416.66	(655.34)	2,231.53	0.44	2,500.00	268.47
Hospitality	0.00	0.00	41.66	41.66	0.00	0.00	250.00	250.00
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	12.50	12.50	0.00	0.00	25.00	25.00
Transfers to/from reserves	0.00	0.00	0.00	0.00	0.00	0.00	17,665.00	17,665.00
	25,095.58	18,364.86	25,994.98	899.40	141,876.92	27.75	172,085.00	30,208.08
<b>Net Profit/(Loss):</b>	<b>(28,527.13)</b>	<b>(20,876.06)</b>	<b>(46,769.98)</b>	<b>18,242.85</b>	<b>293,806.86</b>	<b>57.47</b>	<b>243,224.00</b>	<b>50,582.86</b>

**Hebden Royd Town Council**  
Statement of Account

From: Month 7, October 2025  
To: Month 7, October 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>
<b>Income</b>								
Precept	0.00	0.00	0.00	0.00	503,859.00	98.21	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 & Climate Income	0.00	0.00	100.00	(100.00)	1,010.00	0.20	450.00	560.00
Hanging Baskets	0.00	0.00	0.00	0.00	5,912.07	1.15	7,500.00	(1,587.93)
Allotments	1,815.83	100.00	1,500.00	315.83	1,849.16	0.36	1,500.00	349.16
Projects & Events Income	0.00	0.00	0.00	0.00	349.96	0.07	400.00	(50.04)
Other Income	0.00	0.00	0.00	0.00	83.32	0.02	0.00	83.32
	1,815.83	100.00	1,600.00	215.83	513,063.51	100.00	527,709.00	(14,645.49)
<b>Committees, Projects and Awards</b>								
Awards Kaberry & Baker	1,400.00	77.10	0.00	(1,400.00)	1,400.00	0.27	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	12,023.00	662.12	0.00	(12,023.00)	36,988.62	7.21	50,500.00	13,511.38
LE & CE Land & Biodiversity	1,214.95	66.91	920.00	(294.95)	8,188.31	1.60	4,770.00	(3,418.31)
LE & CE Environmental Projects	0.00	0.00	0.00	0.00	5,040.00	0.98	7,000.00	1,960.00
LE & CE Hanging Baskets	1,500.00	82.61	900.00	(600.00)	16,522.00	3.22	15,000.00	(1,522.00)
LE & CE Allotments	0.00	0.00	125.00	125.00	497.50	0.10	875.00	377.50
P & E Xmas Lights & Evenets	0.00	0.00	0.00	0.00	14,921.54	2.91	15,000.00	78.46
P & E Happy Hounds	0.00	0.00	200.00	200.00	984.31	0.19	1,000.00	15.69
P & E New Projects	3,813.11	209.99	1,500.00	(2,313.11)	6,339.80	1.24	10,500.00	4,160.20
P & E Calder Holmes Park	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00
P & E Dog Waster Provision	0.00	0.00	250.00	250.00	0.00	0.00	750.00	750.00
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)
	19,951.06	1,098.73	3,895.00	(16,056.06)	95,609.96	18.64	114,695.00	19,085.04
<b>Gross Profit/(Loss):</b>	(18,135.23)	(998.73)	(2,295.00)	(15,840.23)	417,453.55	81.36	413,014.00	4,439.55
<b>Administration</b>								
Salaries	22,029.81	1,213.21	21,497.50	(532.31)	140,765.71	27.44	150,482.50	9,716.79
HR Support	580.18	31.95	576.00	(4.18)	3,709.90	0.72	4,032.00	322.10
Courses & Training	169.72	9.35	100.00	(69.72)	2,212.88	0.43	1,550.00	(662.88)
Staff Uniforms	0.00	0.00	84.00	84.00	0.00	0.00	588.00	588.00
Office Expenditure	1,701.86	93.72	1,166.67	(535.19)	9,758.66	1.90	8,166.67	(1,591.99)
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	1,420.50	0.28	1,500.00	79.50
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	469.85	0.09	4,000.00	3,530.15
Clocks	0.00	0.00	0.00	0.00	730.00	0.14	2,000.00	1,270.00
Mayors Allowance	0.00	0.00	416.67	416.67	2,231.53	0.43	2,916.67	685.14
Hospitality	0.00	0.00	41.67	41.67	0.00	0.00	291.67	291.67
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	25.00	25.00
Transfers to/from reserves	0.00	0.00	0.00	0.00	0.00	0.00	17,665.00	17,665.00
	24,481.57	1,348.23	25,882.51	1,400.94	166,358.49	32.42	197,967.51	31,609.02
<b>Net Profit/(Loss):</b>	(42,616.80)	(2,346.96)	(28,177.51)	(14,439.29)	251,095.06	48.94	215,046.49	36,048.57

333.

**HRTC & HBPH PAYMENT SCHEDULE**

The Town Clerk highlighted expenditure in relation to the Heritage Fit for the Future Project.

**RESOLVED:** to authorise payments totaling £51,100.83 and to transfer £10,000 from the Picture House earmarked reserves to support costs relating to the Heritage Fit for the Future project.

Cllr Boden highlighted the amounts that had been paid to the Data Protection Consultant, Privacy Worx and she has reported the Town Council to the External Auditor in respect of this expenditure.

**RESOLVED:** To note the information.

**Payment and Receipt Schedule**  
19/11/2025

**Hebden Royd Town Council**  
**Accounts to be Paid**

Item	No.:	Payee	Details	Invoice No	Amount	Cost Centre
a		Marcus Byron	Plaque	1433	£114.00	Local Environments
b		Yorkshire Local Councils Associati	Health & Safety on Allotment Webinar	INV-4848	£27.40	Local Environments
c		Euro Digital	Monthly Printing Support	154981	£271.93	Office
d		Hebden Bridge Community Associ	Recharges- Data, IT, Phone Lines, Call Charges, Cleaning	18481	£153.00	Office
e		P3	Microsoft 365 Business	37290	£177.42	Office
f		Blachere	Carriage and storage of Christmas lights	SI59501	£4,030.75	Proect & Events
g		Calderdale Council	Light Up the Valley event permit	IN2513833X	£75.00	Project & Events
h		Colne Town Council	Hire of Grotto for Light Switch On	6602	£1,800.00	Project & Events
i		DA and FR Gibbon	Watering hanging baskets Sept. Removal of baskets	13th October 2025	£1,800.00	Project & Event
j		Pennine Signs	Removal of banner systems	33738	£120.00	Project & Events
k		Pennine Signs	Removal of banner and replace with Light Up The Valley	22744	£144.00	Project & Events
l		Pennine Signs	Banner date change	33790	£30.00	Project & Events
m		Rotary Club of Hebden Bridge	2 x Wreaths	31.10.25	£50.00	Project & Events
n		The Privacy Worx	Monthly DPO Fee	INV-1706	£792.00	Salaries
o		SLCC	Practitioners Conference 28 & 29 January	BK223450-1	£520.00	Training
p		YLCA	Chairing Skills Training	INV-4786	£115.00	Training
q		YLCA	Lone Working and Home Working Webinar	INV-4885	£10.00	Training
r		YLCA	Allotment Management Webinar	INV-4873	£27.40	Training
					<b>£10,257.90</b>	

**Accounts previously paid by the Town Clerk**

No.:	Payee	Details	Invoice No	Amount	Cost Centre	
a	Cragg Vale Community Associati	Replacement Heritage Trail storyboard	0260	48.00	Community Funding	
b	Amazon	Weed Extractor	GB502RYO1EQC11	18.99	Local Environment	
c	Amazon	Multi change D grip handle	GB500AUQ4B4PZI	27.50	Local Environment	
d	Amazon	Waterproof Dry Bag Backpack	GB500E7RM16JL1	42.49	Local Environment	
e	Amazon	3 pcs tick removers	IV-GB-2025-611519640	3.98	Local Environment	
f	Screwfix	Tools and Equipment	30/10/2025	715.56	Local Environment	
g	Amazon	Text and date stamp	GB501E785VODBI	28.51	Office	
h	Amazon	USB Headset with microphone	GB58XLYFABEI	16.99	Office	
i	Shoulder of Mutton	Deposit and DJ 18/12/25	0075	£200.00	Office	
j	Amazon	Microphone covers	GB59BBQLABEI	£3.79	Project & Events	
k	EEH	Mobile Trailer Stage 22/11/25 to 23/11/25	INV-05787	£1,710.72	Project & Events	
l	Gear4music	Portable Speaker	Doc M12532267	£371.51	Project & Events	
m	Wade Building	Barriers	281131	256.03	Project & Events	
n	Emma Green Expenses	Fuel - SLCC National Conference	13/10/2025	£65.66	Training	
					<b>£3,509.73</b>	

**Direct Debits**

No.:	Payee	Details	Invoice No	Amount	Cost Centre
a	O2	Line Rental	40566067	29.62	Office
b	Peninsula	Employment Services	U005254169	£689.76	Office
					<b>£719.38</b>

**TOTAL PAYMENTS**

**£14,487.01**

**Payment and Receipt Schedule**  
**19/11/2025**

**Hebden Bridge Picture House**

**Accounts to be Paid**

<b>Item</b>	<b>Payee</b>	<b>Details</b>	<b>Invoice No</b>	<b>Amount</b>
a	Arrow Films	Film Royalties	PSI0123096	£120.00
b	Black Bear	Film Royalties	29929	£3,624.80
c	Curzon	Film Royalties	6828	£158.90
d	Entertainment Film	Film Royalties	423529	£180.40
e	Lions Gate	Film Royalties	80216126	£13.50
f	National Theatre	Film Royalties	SINRNT1035685	£1,156.10
g	National Theatre	Film Royalties	SINRNT1035639	£1,476.20
h	Paramount	Film Royalties	R2416757	£120.00
i	Paramount	Film Royalties	R2418328	£120.00
j	Park Circus	Film Royalties	1430729	£96.00
k	Park Circus	Film Royalties	1438473	£275.34
l	Park Circus	Film Royalties	1440710	£533.30
m	Park Circus	Film Royalties	1440711	£269.40
n	Sony	Film Royalties	1650956-1	£528.16
o	Sony	Film Royalties	1652770-1	£120.00
p	Sony	Film Royalties	1652777-1	£120.00
q	Sony	Film Royalties	1657397-1	£175.00
r	Studiocanal	Film Royalties	F0310699	£1,335.60
s	Trafalgar	Film Royalties	00347228	£325.01
t	Trafalgar	Film Royalties	00352403	£213.00
u	Trafalgar	Film Royalties	00354427	£487.01
v	Vertigo	Film Royalties	SI012161	£201.60
w	Warner Bros	Film Royalties	23346466	£120.00
x	Warner Bros	Film Royalties	23348297	£1,345.50
y	Warner Bros	Film Royalties	23350401	£750.60
z	Eden Farm Hulleys	Kiosk	368798	£167.83
aa	Jimmys	Kiosk	INV25608600	£283.68
bb	JL Brooks	Kiosk	651606	£401.30
cc	JL Brooks	Kiosk	654177	£228.72
dd	Just Jennys	Kiosk	8470	£87.60
ee	Just Jennys	Kiosk	8477	£87.60
ff	Leodis	Kiosk	INV-19266	£322.73
gg	Maize and Grace	Kiosk	INV-2025-1010	£1,080.80
hh	Matthew Clark	Kiosk	3691459	£447.97
ii	Matthew Clark	Kiosk	3711812	£474.81
jj	Suma	Kiosk	A97323	£362.12
kk	Suma	Kiosk	A02302	£267.25
ll	Suma	Kiosk	A02303	£110.92
mm	The Buttercup Bakery	Kiosk	No328	£162.20
nn	The Buttercup Bakery	Kiosk	No329	£171.20
oo	The Buttercup Bakery	Kiosk	No330	£145.60
pp	The Buttercup Bakery	Kiosk	No331	£127.40
qq	The Buttercup Bakery	Kiosk	No332	£85.60
rr	The Buttercup Bakery	Kiosk	No333	£162.20
ss	Turner & Wrights	Kiosk	Credit 516262	-£21.83
tt	Turner & Wrights	Kiosk	296654	£378.18
uu	Vocation	Kiosk	153067	£207.17
vv	Vocation	Kiosk	153622	£267.98
ww	Betsy Mills	Marketing	10/11/2025	£50.00
xx	Print Bureau	Marketing	PB8213	£24.00

yy	Print Bureau	Marketing	PB8277	£24.00
zz	Print Bureau	Marketing	PB8281	£86.00
aaa	Print Bureau	Marketing	PB8372	£24.00
bbb	AM Digital	Office	AMD2587	£720.00
ccc	P3	Office	36311	£159.60
ddd	PPS	Office	INVKEI-75104	£232.20
eee	Savoy Systems	Office	C-1125-35	£921.60
fff	GenErika	Quiz	Monday, 20th October	£100.00
ggg	DCA Consultancy Ltd	Screen 2 Project	2026/29	£6,679.20
hhh	Business Stream	Utilities	9050137	£2,186.00
				<b><u>£31,081.05</u></b>

#### Direct Debits

Item	Payee	Details	Invoice No	Amount
a	The Co-operative Bank	Banking	125	58.97
b	Apple	Office	6740444594083	0.99
c	Croft	Office	61918	£154.09
d	Clover	Office	510964521 JM	£113.40
e	Clover	Office	510964513 JM	£149.68
f	Clover	Office	AVS2517739 Oct	£50.40
g	Clover	Office	AVS2517739 Nov	£50.40
h	Spotify	Office	September 2025 JM	£11.99
i	Spotify	Office	28 October 2025	£11.99
j	Crown Gas	Utilities	3732069	£1,148.81
k	Scottish Power	Utilities	603005094301	£46.01
l	Scottish Power	Utilities	610005083694	£47.16
				<b><u>£1,843.89</u></b>

#### Payments paid by Clerk

Item	Payee	Details	Invoice No	Amount
a	Nicolas Restaurant	Conference	No146	26.90
b	Nicola's Ristorante	Conference	16/10/2025	3.50
c	Rosendale Services	Conference	15/10/2025	50.03
d	The Royal Hotel	Conference	BB25100818928419	£183.83
e	Universal	Film Royalties	22314757470-1	£175.60
f	Universal	Film Royalties	22314757594-1	£1,048.96
g	Universal	Film Royalties	22314760736-1	£108.00
h	Universal	Film Royalties	22314761032-1	£478.80
i	Verve	Film Royalties	8199	£169.75
j	Paul Overton	Maintenance	INV-000012	£350.00
k	Rosse Systems	Maintenance	518865	£462.00
l	Amazon	Marketing	202-0585446-7015525	£16.99
m	Amazon	Marketing	GB58U9S9ABEI	£11.78
n	Lucy Parker Art	Marketing	10.10.25	£232.00
o	Amazon	Office	GB5913ZBABEI	£23.87
p	Amazon	Office	GB504V7K1LPKHI	£18.34
q	Microsoft	Office	6389551523938679483	£104.99
r	One Stop	Office	11/10/2025	£18.00
s	Post Office	Office	27/05/2025 JM	£3.50
t	Post Office	Office	14/10/2025	£5.40
u	Post Office	Office	23/10/2025	£196.64
				<b><u>£3,688.88</u></b>

#### PAYMENTS

**£36,613.82**

- 334. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.**  
a. YLCA Training Programme  
**RESOLVED:** To note the Information
- 335. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT**  
The Deputy Mayor reported on his attendance at the Remembrance events and thanked his consorts. He highlighted the clear significance of the events to the community and encouraged support for them in the future.  
**RESOLVED:** Note the report
- 336. COMMITTEE MEMBERSHIP 2025-26**  
A vacancy in the Staffing and Twinning Committees had arisen following the resignations of C. Davenport.  
**RESOLVED:** That Cllr Macdonald be elected to the Staffing Committee.  
**RESOLVED:** That Cllr Young be elected to the Twinning Committee.
- 337. STRATEGY & REVIEW TERMS OF REFERENCE**  
**RESOLVED:** To approve the recommendations within the minutes
- 338. MINUTES OF THE COMMUNITY FUNDING COMMITTEE held on 8 OCTOBER 2025.**  
**RESOLVED:** To note the minutes for information
- 339. MINUTES OF THE PROJECT & EVENTS COMMITTEE held on 8 OCTOBER 2025.**  
**RESOLVED:** To note the minutes for information
- 340. MINUTES OF THE TOWN COUNCIL held 16 OCTOBER 2025**  
**RESOLVED:** To approve the minutes as a correct record
- 341. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held 21 OCTOBER 2025**  
**RESOLVED:** To approve the recommendations within the minutes
- 342. MINUTES OF THE STAFFING COMMITTEE held on 22 OCTOBER 2025**  
**RESOLVED:** To note the minutes for information

**343. MINUTES OF THE LOCAL ENVIRONMENT COMMITTEE held on 29 OCTOBER 2025**

**RESOLVED:** To note the minutes for information

**344. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held on 5 NOVEMBER 2025**

**RESOLVED:** To approve the recommendations

In respect of minute 317

**RESOLVED:** to open two Public Sector Deposit Accounts with the CCLA.

**RESOLVED:** to invest the current operational and earmarked reserves

As at 1.11.25 – HRTC - £129,326

As at 19.11.25 – HBPH - £204,093

**RESOLVED:** That the signatories on the accounts shall be:

Cllr S Woodhead

Cllr P Fraser

E Green – Town Clerk

E Andrews – Deputy Town Clerk

**345. MINUTES OF THE PICTURE HOUSE COMMITTEE held on 12 NOVEMBER 2025**

**RESOLVED:** to note the minutes for information

**346. WORKING GROUPS**

The following reports were received:

Cllr Harvey Calder Holmes Park Courts Renovation Group:  
There is a focus to get the courts renovated to a standard that they can be played on, for example pickle ball and tennis. There is no funding available from the landowner, and they can only commit to maintaining a standard of safety. The current surface is not deemed safe, and the group is currently getting costs to resurface and mark out. However, it would expect CMBC to maintain the courts, take liability, consultation will be undertaken.

Cllr Macdonald – Hebden Royd Business Forum

The HRBF has been successful in establishing a park and ride scheme for the festive season, which would be charged at £4.50. Surplus from this initiative will be given to Calder Food Support

Cllr Macdonald – Disability Access Forum

The group had met earlier in the week and had met with CMBC ward councillors to discuss the A- Boards. DAF noted the development of the steps at the meadow and requested that they be consulted on any further additions.

Cllr Young – Hebden Bridge and District Older Peoples Forum.

It was noted that this group is now 113 years old. Despite some operational issues in recent years, it now has three new trustees to take the project forward and will link with Calder Food Support. Cllr Young is the new treasurer, and he reported that he had undergone training, to ensure that he is up to date with regulations and that he looked forward to making an active and positive contribution to the community through this work.

**347. REPRESENTATIVES TO OUTSIDE BODIES**

The following reports were received

Cllr Hedges - Patient Participation Group

J Shepherd and R Hedges Joint Chairs for the next year.

Practice update; lots of compliments and fewer complaints, the new triage system is working well. They now have a full staff team with 12 GPs and 2 x long term locums and 5 advanced nurse practitioners. The surgeries are now running drop-in sessions for screenings.

The group discussed future funding cuts and potential impact. Surgery at valley road is 27 years old needs a lot of work doing on it.

**348. EXCLUSION OF THE PRESS AND PUBLIC**

There was no resolution to exclude the press and public.

The meeting finished at 9pm