

15 January 2026

Under the Openness of Local Government Bodies
Regulations 2014, members of the public, the press or the
Council may record, film, photograph or broadcast the
meeting whilst it is open to the public.



TO ALL MEMBERS OF THE COUNCIL

Dear Sir/Madam

You are hereby summoned to attend a meeting of the Full Council
which will be held in the Council Chamber, Hebden Bridge Town Hall on
WEDNESDAY 21 JANUARY 2026 at 7.30pm.

A handwritten signature of 'Emma Green' in black ink.

Emma Green
Clerk to the Council

This meeting is open to the public unless the Members decide to exclude the public for
any exempt or confidential item of business.

AGENDA

1. PUBLIC QUESTION TIME.

HRTC would like to invite public questions for the council. You may attend
in person or submit questions electronically to
info@hebdenroydtowncouncil.gov.uk no later than 2.00pm on the day of
the meeting. A written response will be sent to the questioner.

2. APOLOGIES AND REASONS FOR ABSENCE.

To note apologies for absence and approve the reasons for absence
where presented.

3. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

To receive and note interests relating to the agenda.

4. PLANNING APPLICATIONS

*Interested members of the public, if they are present, will be invited to speak
followed by Ward Councillors on applications within their ward followed by
other Councillors.*

a. **Application 25/01215/HSE** at 1 Bankfoot Terrace, Bankfoot,
Hebden Bridge, HX7 6BJ for External step lift. (Fairfield ward).

b. **Application 25/20236/TPO** at Unit Known As Unit 1 And 2 Hoo
Hole Mill, Cragg Road, Mytholmroyd for Fell four trees (Tree
Preservation Order). (Cragg Vale ward).

- c. **Application 25/20231/TPO** at Land Adjacent To Garage 2 Glen View Road, Hebden Bridge for Fell one tree (Tree Preservation Order). (West End ward).
- d. **Application 26/20003/TPO** at 21 The Brook, Mytholmroyd, HX7 5ED for Fell two trees (Tree Preservation Order). (Cragg Vale ward).
- e. **Application 25/01244/HSE** at The Wiggins, Church Bank Lane, Cragg Vale, HX7 5TB for Construction of single storey infill rear extension, front and rear dormers and rooflights. (Cragg Vale ward).

The Chair proposes 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.

5. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

- ✓ a. Application 25/20213/TPO at Mount Pleasant Mill, Midgley Road, Mytholmroyd, HX7 5LR for Prune two trees T7 and T8 (Tree Preservation Order).
- ✓ b. Application 25/20211/TPO at Glaswydd Moss Lane, Hebden Bridge, HX7 7DS for Prune one tree (Tree Preservation Order).
- X c. Application 25/20194/TPO at 31 Royd Terrace, Hebden Bridge, HX7 7BT for Fell one tree (Tree Preservation Order).
- ✓ d. 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).
- ✓ e. Application 25/00855/FUL at Lyndale, Wadsworth Lane, Hebden Bridge, HX7 8DQ for Replace dilapidated garage with garage/garden room (retrospective) (Amended Plans).
- ✓ f. Application 25/01127/FUL at Belvoir House, Caldene Business Park, Burnley Road, Mytholmroyd, HX7 5QJ for New window openings.
- ✓ g. Application 25/20212/TPO at Oak House, 14 Caldene Croft, Mytholmroyd, HX7 5AE for Prune one tree (Tree Preservation Order).
- ✓ h. Application 25/20222/TPO at 9 Eiffel Buildings, Hebden Bridge, HX7 8DD for Fell one tree.

6. APPLICATIONS FOR PLANNING PERMISSION REFUSED BY CALDERDALE MBC

X a. Application 25/10022/ADV at Atm Site Co-Operative Group Ltd, 41 Market Street, Hebden Bridge for Vinyl window graphic replacement (Advertisement Consent).

7. 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 (To be tabled).

8. HRTC & HBPH PAYMENT SCHEDULE

To receive schedule, note items of information and to authorise payments totalling £41,260.40 (enc)

9. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.

To receive and decide actions on communications (enc).

a. CMBC	Response to HRTC Parking Motion
b. CMBC	Burnley Road Proposed TRO
c. CMBC	Asset of Community Value
d. YLCA	Training Day Programme

10. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT

To receive and note the activities of the Mayor (enc).

11. MINUTES OF THE TOWN COUNCIL held 17 DECEMBER 2025

To consider minutes and approve as a correct record (enc).

12. MINUTES OF THE PICTURE HOUSE COMMITTEE held 7 JANUARY 2026

To receive minutes for information. (Any member may comment on or ask questions regarding the decisions taken to the Chair of the Committee, or in the absence of the Chair the Deputy Chair) (enc).

13. HEBDEN BRIDGE PICTURE HOUSE - A HERITAGE FIT FOR THE FUTURE

To receive a short presentation on the Heritage Fit for the Future project and:-

- To consider the draft application for the National Lottery Heritage Fund, Development Phase as approved by the Picture House committee and to decide on actions.
- To note the financial structure of the project, to consider the councils financial support of the project and to decide on actions.
(Information to be circulated prior to the meeting)

14. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held on 14 JANUARY 2026

To consider minutes, endorse recommendations therein and approve as a correct record. (enc)

- 15. HEBDEN ROYD TOWN COUNCIL BUDGET 2026/27**
To consider and decide a budget for Hebden Royd Town Council for the council year 2026/27 (enc)
- 16. HEBDEN ROYD TOWN COUNCIL PRECEPT 2026/27**
To consider and decide on a method of financing the budget for the council year 2026/27
- 17. MINUTES OF THE STAFFING COMMITTEE held on 19 JANUARY 2026**
To consider minutes, endorse recommendations therein and approve as a correct record (To be tabled).
- 18. DRAFT MEETING DATES**
To receive the proposed meeting dates and to decide on actions (enc).
- 19. WORKING GROUPS**
To receive reports from and to decide on appropriate actions.
- 20. REPRESENTATIVES TO OUTSIDE BODIES**
To receive reports from representatives to outside bodies and other organisations.
- 21. EXCLUSION OF THE PRESS AND PUBLIC**
To resolve 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.

Payment and Receipt Schedule
21/01/2026

Hebden Bridge Picture House

Accounts to be Paid

Item	Payee	Details	Invoice No	Amount
a	Cathedral Leasing Limited	Cleaning	MI/1732550	£225.11
b	PPS	Cleaning	INVKEI-78843	£197.16
c	PPS	Cleaning	INVKEI-79656	£121.68
d	Eden Farm	Kiosk	403166	£303.08
e	Jimmys	Kiosk	CREDIT SCR25603199	-£4,500.00
f	Jimmys	Kiosk	INV25610045	£397.15
g	JL Brooks	Kiosk	660513	£455.45
h	JL Brooks	Kiosk	662493	£167.93
i	Just Jennys	Kiosk	8509	£219.60
j	Leodis Coffee	Kiosk	INV-20256	£975.82
k	Leodis Coffee	Kiosk	INV-20393	£28.68
l	Matthew Clark	Kiosk	3873345	£474.03
m	Matthew Clark	Kiosk	3894305	£522.03
n	Suma	Kiosk	A15611	£353.21
o	Suma	Kiosk	A22078	£389.64
p	The Buttercup Bakery	Kiosk	No339	£114.40
q	The Buttercup Bakery	Kiosk	No340	£237.80
r	The Buttercup Bakery	Kiosk	No341	£85.60
s	The Buttercup Bakery	Kiosk	No342	£108.80
t	The Buttercup Bakery	Kiosk	No343	£162.20
u	Turner & Wrights	Kiosk	302262	£408.30
v	Vocation Brewery	Kiosk	165424	£202.80
w	Vocation Brewery	Kiosk	165892	£142.92
x	John Baxendale	Maintenance	HBPH040126	£40.00
y	Canva	Marketing	04754-22232211-1	£119.40
z	Print Bureau	Marketing	PB8684	£72.00
aa	UK Cinema Association	Membership	INV-4665	£154.80
bb	PPL PRS	Music Licence	SIN2857325	£1,660.85
cc	PPL PRS	Music Licence	SIN2933055	£1,503.10
dd	Savoy Systems	Oscar	C-0126-35	£894.36
ee	Savoy Systems	Oscar	C-0126-129	£601.20
ff	Luke Hutchinson GenErika	Quiz	Monday, 15th December	£100.00
gg	BFI	Royalties	BKI00471124	£250.60
hh	Bruise Film	Royalties	1145	£447.38
ii	Disney	Royalties	2273454	£1,333.60
jj	Dogwoof	Royalties	M1006825	£574.70
kk	Metfilms	Royalties	INV-2467	£97.30
ll	Park Circus	Royalties	1461748	£240.80
mm	Park Circus	Royalties	1461749	£522.20
nn	Park Circus	Royalties	1461751	£376.96
oo	Park Circus	Royalties	1461753	£192.00
pp	Park Circus	Royalties	1461755	£2,684.75
qq	Park Circus	Royalties	1465222	£602.60
rr	Peccadillo	Royalties	5096	£144.00
ss	Sony	Royalties	1662183-1	£413.35
tt	Sony	Royalties	1663006-1	£187.96
uu	Sony	Royalties	1663049-1	£120.00
vv	Trafalgar	Royalties	261670	£1,433.51
ww	Trafalgar	Royalties	366988	£510.00
xx	Tull Stories	Royalties	TS1250	£110.26
yy	Universal	Royalties	22314783092-1	£47.40
zz	DCA Consultancy	Screen 2 Project	2026/44	£6,679.20
aaa	Business Stream	Utilities	9050137 (payment 3 of 4)	£2,186.00
bbb	FCC Environment	Waste Collection	1533937	12.72

£26,106.39

Direct Debits

Item	Payee	Details	Invoice No	Amount
a	The Co-operative Bank	Banking	127	66.45
b	Grenke	Kiosk	58359/2026	241.78
c	Apple	Office	838057794997	0.99
d	Apple	Office	742071748386	0.99
e	Croft	Office	71062	£153.10
f	O2	Office	41384733 Credit	-£15.59
g	Spotify	Office	28-Dec-25	£12.99
h	Clover	Oscar	510964521	£152.98
i	Clover	Oscar	510964513	£204.65
j	Crown Gas	Utilities	3802414	1984.68

£2,803.02

Payments paid by Clerk

Item	Payee	Details	Invoice No	Amount
a	Morrisons	Kiosk	28/11/2025	9.97
b	Post Office	Office	23/12/2025	184.83
c	Universal	Royalties	22314776082-1	£1,659.90
d	Universal	Royalties	22314779159-1	£780.50
e	Universal	Royalties	22314781265-1	£206.26
f	Universal	Royalties	22314781951-1	£429.74
g	FCC Environment	Waste Collection	25513	£763.15

£4,034.35

PAYMENTS

£32,943.76

Authorised by	Councillor	Councillor	Clerk	Date

✓ 8

Payment and Receipt Schedule
21/01/2026

Hebden Royd Town Council
Accounts to be Paid

Item

No.:	Payee	Details	Invoice No	Amount	Cost Centre
a	The Privacy Worx Ltd	DPO and FOI Guidance	INV-1823	£360.00	DPO and FOI Guidance
b	Bells Tree Surgery Ltd	Tree works to Mytholmroyd Allotments	003180	£2,700.00	Local Environment
c	EPS	Hire of equipment	121835	£51.07	Local Environment
d	Hebden Bridge Community Association	Recharges - Data, IT, Phone, Call, Cleaning	18799	£153.00	Office
e	Living Wage Foundation	Employer Accreditation/ Recognition	INV-179671	£169.20	Office
f	P3	Microsoft Business & Exchange online	38092	£177.42	Office
g	Benchmark	Posters, Tool Hire, Diesel for Lighting - LUTV	INV LUTV 1/25	£229.03	Project & Events
h	Calderdale Council	Hire of Equipment for Christmas Market 22.11.25	IN25165709	£1,540.00	Project & Events
i	Hebden Bridge Junior Band	Christmas Lights events performance expenses	4th January 2026	£300.00	Project & Events
j	J Lord & Sons	Repairs to Waterfront Hall walls	11.12.25	£140.00	Project & Events
k	Mytholmroyd Scouts	Collection and Disposal of Christmas Tree 11 Jan	11th January 2026	£25.00	Project & Events
l	Pennine Signs	Removing the banner over the river	33931	£120.00	Project & Events
m	Rogue Robot	Production of LUTV Film 2025	774	£300.00	Project & Events
				£6,264.72	

Accounts previously paid by the Town Clerk

No.:	Payee	Details	Invoice No	Amount	Cost Centre
a	Zoom	Zoom Workplace Pro Annual	INV337615817	£29.90	DAF/ Office
b	Amazon	Shockproof Protective Phone Cover	GB5BBT61ABEL	£16.99	Office
c	Post Office	100 x 2nd class stamps	14/01/2026	£87.00	Office
d	Emma Green Expenses	Donation to Volunteer Expenses Santa's Grotto	11-Dec-25	£80.00	Project & Events
e	Origano	Pizza for staff at PH Christmas Eve	Ord No 5638 24/12/25	£41.10	Staff Incentive
				£354.99	

Direct Debits

No.:	Payee	Details	Invoice No	Amount	Cost Centre
a	Euro Digital Systems	Monthly Network Print 14.12.25 - 13.01.26	158151	£220.94	Office
b	Grenke	Photociper quarterly fee 01.01.26 to 31.03.26	44287/2026	£1,154.38	Office
c	Grenke	C8030 Equipment Protection for 2026	31681/2026	£317.45	Office
d	Stripe	Stripe Processing Fees	51MLEFT4-2025-12	£4.16	Office
				£1,696.93	

TOTAL PAYMENTS

£8,316.64

Authorised by	Councillor	Councillor	Clerk	Date

CMBC Response to HRTC Parking Motion

- 1. Parking in Hebden Royd is an essential part of the Transport/Travel System and should be integrated as such**
- 2. This area has many hilltop communities often with no or unreliable public transport, so understandably the reliance on car use will continue in these areas. Also, on public transport in the general area is far too expensive and unreliable.**
- 3. There are many people in the area that rely on their private vehicle due to age, illness and lack of mobility. Also, there are people who rely on carers to collect prescriptions and shopping etc. This is becoming very expensive due to the 500% increase in parking charges. Due to this they are leaving Hebden Royd for their goods, again this is massively affecting the local economy.**
- 4. Demographics: Users of parking are residents (living, shopping and social) business owners and staff and visitors and tourists. We need to cater for also Hebden Royd an continue to thrive.**
- 5. The parking situation in Hebden Bridge as it stands is currently insufficient and does not meet the demand. This is having a detrimental effect on the local economy and liveability of the town. Mytholmroyd businesses are also struggling since the monetisation of the car parks in the village.**
- 6. Road and junctions have also been very dangerous in Hebden Royd (definitely in Mytholmroyd) due to the displacement of residents vehicles that used to park in the free car parks whilst at home.**
- 7. The lack of long stay parking in an area so reliant on visitors/tourists is nonsensical. If a car park was supplied it would cause air pollution to drop due to less vehicles circulating or sitting idle waiting for spaces in the very few long stay spaces available.**
- 8. There are spaces which have been earmarked for parking use for years but unfortunately have never materialised.**

In response to the points above:

Parking is indeed an integral, and essential, part of the Hebden Royd transport system. Parking is signposted, managed and enforced to ensure fair usage of parking. Calderdale Council is committed to reducing carbon emissions and encouraging the use of public transport to create a safer environment for all highway users. Communities not served by public transport, or individuals unable to use public transport, of course need to be able to drive to their local town. Managing kerb space through charges, waiting restrictions and enforcement ensures that there is a turnover of car parking spaces to allow fair use by all.

Unfortunately, car ownership outweighs kerb space, in many areas, meaning the increased demand for space. We do not disagree that we need to balance the

customer base for spaces, and we feel that the use of the existing spaces is doing this. Use of long stay and short stay spaces are used in Hebden Bridge, those with high demand/high turnover seeing a higher tariff and the longer stay seeing a lower tariff.

Most spaces in Hebden Royd are long stay spaces (over 200), meaning that motorists can park all day. There are a handful of short stay spaces (Crown Street, Carlton Street, Cheetham Street, Albert Street) which offer short stay (max 1 hour) in addition to St Pol and St Georges Square, which offer 4hr parking.

There are a number of Resident Permit Schemes existing in Hebden Bridge, which most have been in place for a significant number of years. Car ownership has increased and typically, with many properties being terraced in style, there simply isn't enough kerb space outside to park multiple vehicles.

As part of the future proposals, we are:

- a. Introducing an off-peak tariff;
- b. Introducing a capped rate in the long stay spaces, so those working can pay a maximum amount without the worry of their ticket or parking session expiring;
- c. Introducing lower charges on Fallingroyd, which will again offer a capped rate, at a lower price which will be similar to capped rates in other towns.

There is no such thing as a free car park. Every car park must be maintained. Cleansing, vegetation maintenance, lining, lighting, drainage are some of the more common 'hidden' costs associated with car park management, but some do see business rates applying. Parking charges allow for the car park to be self-financing.

We only operate one charged-for car park in Mytholmroyd, which is Burnley Road car park. This offers the first hour free and also a capped rate. St Michaels Square remains a free car park, with a maximum stay of 4hrs. There are other car parks in the village that are private but also offer free parking including the train station car park.

There are no on street charges in Mytholmroyd.

Regarding the unsafe parking of cars, the Council are looking to undertake a study on lining, more specifically waiting restrictions. The highway code outlines that vehicles should not be parked within 10m of a junction, however not that vehicles must not park within 10m of a junction. Unfortunately, in instances where there are no waiting restrictions, civil enforcement cannot be used. As part of the review, areas/roads/junctions that need specific treatment will be identified and potentially treated. If you feel vehicles are being parked dangerously, or obstructing, the police are the correct authority to approach.

If there are certain junctions that you feel need reviewing, with a view to introducing waiting restrictions, this should be requested via the Minor Traffic and Parking Improvement Scheme.

Finally, The Local Authority does not have the right to alter costs of public transport, however the Mayor's Fare scheme applied a flat rate of £2.50 per journey from the 1st April 2025 until 12th December 2025. This is to ensure that the cost of using the bus is same across West Yorkshire, no matter where you live. As we draw closer to franchising, reliability of bus services should improve, but if there are any services you think are regularly underperforming on punctuality, please let us know.

Solutions

- 1. 2 hours free parking for all Midgely, Luddenden, OL14 and HX7 residents for any car park or regular parking space in the Hebden Royd area, this will allow locals to do their daily chores with enough time to visit the shops required. I would suggest a permit scheme**

The cost and resources to administer and enforce such a scheme would be significant, difficult to manage due to the complexity of shared household cars, or households having more than one car, and potentially open to abuse.

As a driver /owner of a vehicle, there should be an expectation that parking charges are the direct result of owning a vehicle, in the same way that paying for fuel is.

- 2. Reduce prices to 40p for 30 mins and 80p for 1hr, this is still 100% higher than previously but still affordable to most individuals.**

Across the borough, on-street car parking charges will be generally more expensive than off-street car parking to encourage drivers to park in car parks, creating a less polluted, safer environment for all road users in the town centres. Parking that is closer to a town centre, etc, (ie 'premium' spaces) will generally be more expensive than those further out.

Hebden Bridge and Mytholmroyd has a wide variety of parking options from Long Stay off street car parking to Short Stay on street car parking, charged and non-charged.

However, in recognition of the fact there is limited space for parking in Hebden Bridge, the Council are proposing to introduce a split tariff, on and off peak, in the premium spaces in Hebden Bridge (Crown, Albert, Carlton & Cheetham Streets) to encourage drivers to visit the town when it currently less busy. The off-peak premium tariffs will be considerably less than the current tariffs.

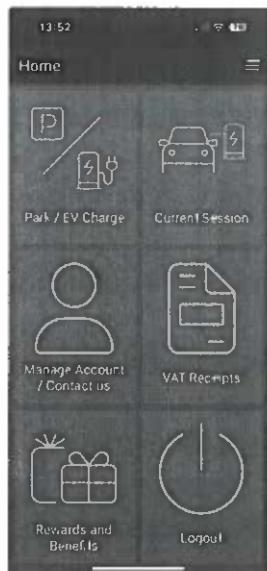
- 3. A reduction in the timeframe of the charging period, most suggestions are 9am – 5pm. This would allow many residents to park for the night but be moved in time for visitors/tourists.**

The charging days/hours are set based on the demand for space and to encourage alternative modes of transport to be considered. In addition, when living in a town

centre, it also allows the challenge of whether residents need a vehicle. Many people who live in the centre of Hebden Bridge choose not to have a car as it's a sustainable town with amenities and local transport available.

4. The parking app needs to be more user friendly; many find this very difficult to use. If often doesn't load correctly and people are left wondering whether payment has been made.

Parking can be paid for by coins at the machine and via APCOA Connect. The APCOA Connect solution allows payment via three options – app, automated phone line (number on the stickers on the machines) and web. The app is the most used, due to convenience, but as with all apps, these need to be kept up-to-date and the providers are constantly updating and we would recommend that any user keeps the app up-to-date using the trusted app store (Google Play or Apple). If using the app, the easiest way to check if a payment has been made, is by selecting the 'Current Session' on the main home page:



In addition, we are in the process of rolling out a contactless card/phone option on all ticket machines, so there will be an additional/convenient option available.

All machines in Hebden Bridge now have the contactless option or will do in the very near future.

5. There are many prices of land owned or run by the EA and private individuals outside the centre of Hebden Bridge. CMBC should be make contact with all landowners and the EA and should utilise these pieces of land, using them for long stay parking for visitors/tourists and also allocating a number of spaces to residents and businesses on a permit basis. This would lower air pollution massive because of the allocated spaces (less circulating) and raise revenue for CMBC and the local economy,

There is a significant cost to prepare a car park for public use, and with the pieces of land likely being a short-term change to a car park, the cost would likely be too much

to warrant the transformation. As the Council depends on central government funding for its capital highways programme and there are strict rules governing how this is used. Creation/construction of new car parks does not sit well with national and local priorities which emphasise sustainable and active travel. If private companies wish to create car parks, they can apply for planning permission to do so.

6. During the weekends and events in the area CMBC should utilise areas such as the network/northern rail car park in Mytholmroyd as a park and ride (as previously done to much success). I believe many local bus/coach companies would jump at the opportunity for the contract.

Although Calderdale Council do not have any rights to advise non-rail users to park in Northern Rail/Network Rail car parks, agreements for one-off events have been made with the respective land owners. As you have mentioned, and with great efforts from local volunteers and forums, there has been great success in following this approach. During event weekends, we hope that the use of the car parks can continue with agreement from the respective land owners.

Provision of regular subsidised weekend park and ride services into Hebden Bridge would be open to challenge by commercial operators who already provide frequent services into Hebden Bridge as such a service would undermine their commercial operations. Furthermore, neither the Council nor the Combined Authority, who are responsible for co-ordination of bus services across West Yorkshire, have revenue funding available to underwrite the significant costs of running such a service.

7. Better provisions for EVs – at the tie of writing this no functions EV chargers in Hebden bridge

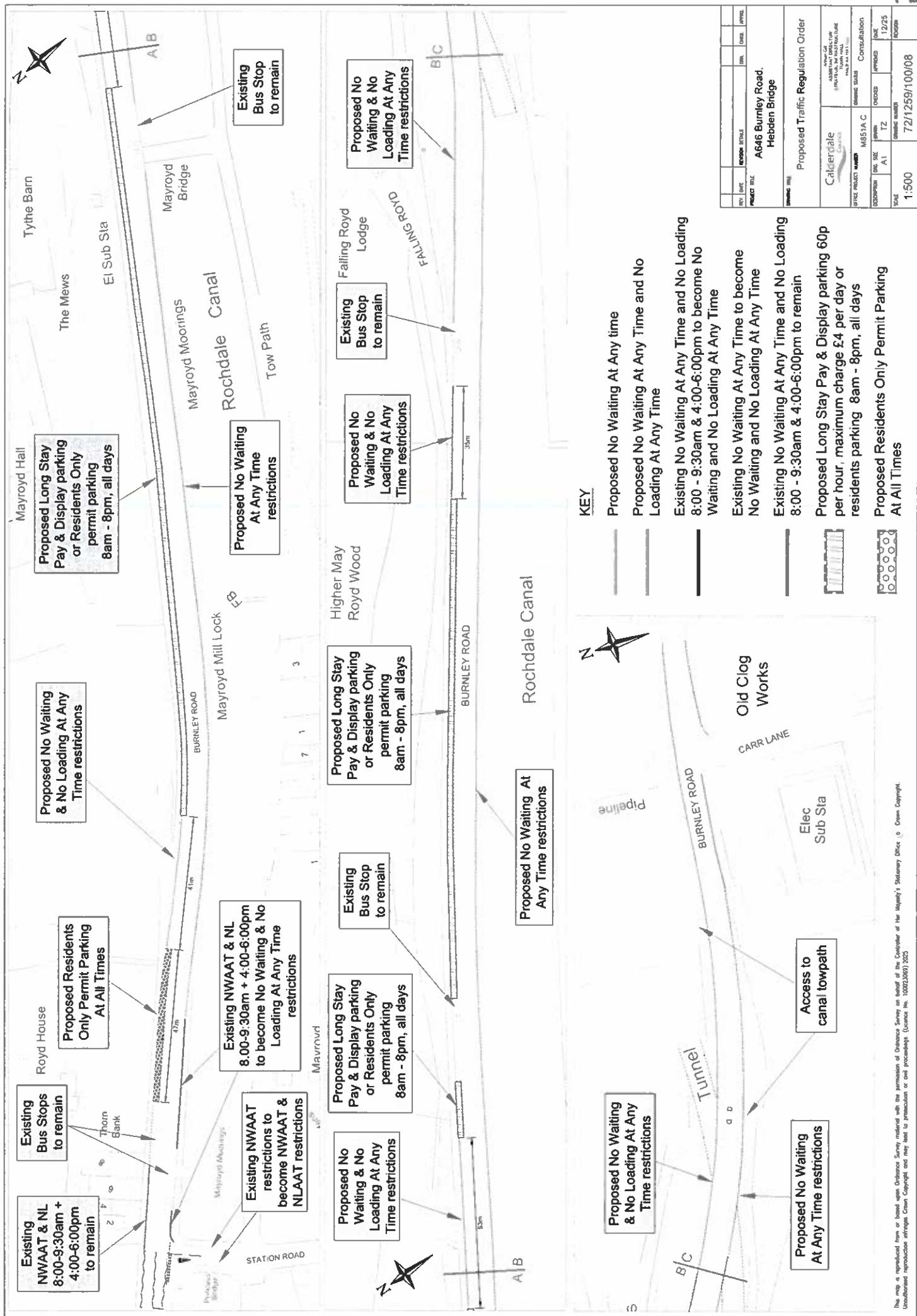
Additional EV charging points are due to be introduced into Hebden Royd through the LEVI scheme. We are aware that there were, no functioning EV charging points in Hebden Bridge when the motion was submitted, although the ones at Bridge Lanes car park are working, and are also working with the providers to renew the facilities in the Town Hall car park in Hebden Bridge.

8. Better parking/security for cyclists visiting Hebden Royd, I personally think the train station car parks would be a good solution for this.

There is currently a residential cycle hanger scheme being implemented in Calderdale, but specifically relevant to Hebden Bridge. Should the pilot scheme be successful, there will likely be further secure residential cycle hangers installed.

It is important to have cycle storage facilities at train stations to encourage the first or last leg of a commute to be by bicycle. It is also important to have sufficient facility within town centres so that cyclists can leave their bikes safely. Train station cycle locker provision is the responsibility of the train station operator, and there are plans afoot for town centre bike storage.

Cllr Sarah Courtney, Lead Member for Regeneration and Transport, Dec 2025.



q.b.



Proposed Traffic Regulation Order - Burnley Road, Hebden Bridge

From CIP <CIP@calderdale.gov.uk>

Date Thu 2026-01-08 09:03

To

Cc

4 attachments (639 KB)

Proposed Order v2.pdf; NOP (Site) v2.pdf; Falltingroyd CIP TRO v1.pdf; Statement of Reasons v4.pdf

Dear sir/madam,

Following a review of parking on Burnley Road at Hebden Bridge, the Council is proposing to introduce lengths of "no waiting at any time" restrictions (double yellow lines) to protect vehicular accesses. In addition, we are proposing to introduce pay and display parking restrictions to help manage the supply of, and demand for, kerb space on Burnley Road to help reduce reliance on private vehicles and encourage greater use of alternatives such as public transport. These parking bays will also double up as residents parking bays. A resident only parking bay is also proposed near to the properties at Thorn Bank.

These restrictions are intended to help balance the needs of all road users and encourage the safe and efficient movement of traffic along this primary traffic corridor.

In summary the scheme proposes to introduce the following restrictions:-

1. 'No waiting at any time' and 'no waiting and no loading at any time' restrictions on lengths of the A646 Burnley Road
2. 'No waiting at any time and no loading at any time' restrictions on both sides of Station Road at its junction with Burnley Road
3. Shared 'residents permit parking and 'long stay pay and display parking' 8am-8pm daily on lengths of the north-eastern side of Burnley Road
4. 'Residents only' permit parking at all times on the north-eastern side of the A646 Burnley Road adjacent to Thorn Bank

Relevant documents are attached, including a scheme drawing.

The above proposals will be advertised in the local press on Thursday (8th January 2026) and also on-street by way of public notices.

If you wish to object to or make a representation to any part of the proposed Order, you must send the grounds for your objection, or support, in writing to reach the Council by no later than 29 January 2026 to either CIP@calderdale.gov.uk or Highways and Transportation, C/O The Town Hall, Crossley Street, Halifax, HX1 1UJ, FAO: CIP Team. All objections must specify the grounds on which they are made.

Yours faithfully,

CIP Team
Strategic Infrastructure



 CIP@calderdale.gov.uk
 Mulcture House, Halifax, HX1 1SP

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9b.

THE BOROUGH COUNCIL OF CALDERDALE (ON-STREET WAITING, LOADING AND PARKING PLACES) CONSOLIDATION ORDER 2024 (VARIATION NO.*) ORDER 20**

Road Traffic Regulation Act 1984

NOTICE is hereby given that the Borough Council of Calderdale ("the Council") in exercise of its powers under the Road Traffic Regulation Act 1984 ("the Act") intends to make the above Order, the effect of which will be to introduce the following restrictions on roads in Hebden Bridge:

- 'no waiting at any time' and 'no waiting and no loading at any time' restrictions on lengths of the A646 Burnley Road
- 'no waiting at any time and no loading at any time' restrictions on both sides of Station Road at its junction with Burnley Road
- shared 'residents permit parking' and 'long stay pay and display parking' 8am-8pm on lengths of the north eastern side of the A646 Burnley Road
- 'residents only' permit parking at all times on the north eastern side of the A646 Burnley Road

Documents giving more detailed particulars of the Order, including the statement of reasons for proposing it and plans showing the affected roads, are available for inspection at Halifax Central Library, Halifax, HX1 1QG, from 10.00 am to 5.30 pm on Mondays to Fridays and 10.00 am to 4.00 pm on Saturdays. Copies of the documents can be viewed on the Council's website at:

<http://new.calderdale.gov.uk/streets-and-transport/transport-initiatives/tro/current-tro/burnley-road-hebden-bridge-parking> Alternatively, documents can be made available on request via email CIP@calderdale.gov.uk or telephone 01422 288001 or 288002.

If you wish to object to or make a representation to any part of the proposed Order, you must send the grounds for your objection or support in writing to reach the Council by not later than 29 January 2026 to either CIP@calderdale.gov.uk or Highways and Transportation, C/O The Town Hall, Crossley Street, Halifax, HX1 1UJ, FAO: Traffic Team. All objections must specify the grounds on which they are made.

Dated: 8th January 2026

A handwritten signature in black ink, appearing to read 'I R Hughes'.

I R Hughes
Head of Legal & Democratic Services
On behalf of: The Council, Town Hall, Halifax, HX1 1UJ

THE BOROUGH COUNCIL OF CALDERDALE (ON-STREET WAITING, LOADING AND PARKING PLACES) (CONSOLIDATION) ORDER 2024 (VARIATION NO.*) ORDER 20**

The Borough Council of Calderdale in exercise of its powers under Sections 1, 2, 3, 4, 19, 45, 46, 47, 49, 51, 53, 65(1), 124 and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984 (as amended) ("the 1984 Act") and Part 6 of the Traffic Management Act 2004 and of all other enabling powers, and after consultation with the Chief Officer of Police in accordance with Part III and to the 1984 Act and with those persons and organisations specified in the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 (as amended), hereby makes the following Order:

1. This Order may be cited as "the Borough Council of Calderdale (On-Street Waiting, Loading and Parking) (Consolidation) Order 2024 (Variation No.*) Order 20**" (the "Variation Order") and is made this xx day of xxxx 20xx and will come into effect on xx xxxx 20xx.
2. Without prejudice to the validity of anything done or to the liability incurred in respect of any act or omission before the coming into operation of this Variation Order, the Borough Council of Calderdale (On-Street Waiting, Loading and Parking) Consolidation Order 2024 ("the Consolidation Order") shall have effect as though;
 - (i) The Plans so numbered set out in Schedule 1 to this Variation Order will be revoked and replaced with the Plan so numbered as set out in Schedule 3 to this Variation Order.
 - (ii) The plans so numbered set out in schedule 2 to this Variation Order shall be added to The Borough Council of Calderdale (On-Street Waiting, Loading and Parking) Consolidation Order 2024 (as amended)
 - (iii) The Plans set out in Schedule 4 to this Variation Order will replace the corresponding Plans in Schedule 4 to the Consolidation Order.
 - (iv) The Plans set out in Schedule 5 to this Variation Order shall be added to Schedule 4 to the Consolidation Order.
3. The remainder of The Borough Council of Calderdale (On-Street Waiting, Loading and Parking) Consolidation Order 2024 (as amended) shall remain in full force and effect.

**THE COMMON SEAL of THE
BOROUGH COUNCIL OF
CALDERDALE was hereunto
affixed on the xx day of
xxxxx 20xx in the presence
of:-**

SCHEDULE 1

Tile Number	Revision Number
AB27	0
AC27	0

SCHEDULE 2

Tile Number	Revision Number
AD27	0
AD28	0

SCHEDULE 3

Tile Number	Revision Number
AB27	1
AC27	1

SCHEDULE 4

Substituted Plans

SCHEDULE 5

New Plans to be added to the consolidation order



The Borough Council of Calderdale (On-Street Waiting, Loading and Parking) Consolidation Order 2024 (Variation No. X) Order 20XX

Statement of Reasons

The Borough Council of Calderdale proposes making the above Order to introduce on-street parking restrictions on Burnley Road and Station Road in Hebden Bridge.

This Order proposes the following restrictions:

1. 'No waiting at any time' and 'no waiting and no loading at any time' restrictions on lengths of the A646 Burnley Road
2. 'No waiting at any time and no loading at any time' restrictions on both sides of Station Road at its junction with Burnley Road
3. Shared 'residents permit parking' and 'long stay pay and display parking' 8am-8pm on lengths of the north eastern side of the A646 Burnley Road
4. 'Residents only' permit parking at all times on the north eastern side of the A646 Burnley Road

The proposed restrictions will help manage the supply of, and demand for kerb space on Burnley Road and also encourage modal shift. The restrictions will balance the needs of all road users to ensure the safe and efficient movement of traffic, and that parking enforcement can be undertaken along this primary traffic corridor.

Under section 1(1) of the Road Traffic Regulation Act 1984, the Council considers it expedient to make the above Order for the following defined reasons: -

- i. for facilitating the passage on the road of any class of traffic (including pedestrians);
- ii. for preserving or improving the amenities of the area through which the road runs; and
- iii. for any of the purposes specified in paragraphs (a) to (c) of subsection (1) of section 87 of the Environment Act 1995 (air quality).

9.c

From: [REDACTED]

Sent: 15 January 2026 11:09

To: Info - Hebden Royd Town Council <Info@hebdenroydtowncouncil.gov.uk>

Subject: Asset of Community Value - Right to Bid Nomination - Hare and Hounds Inn, Wadsworth

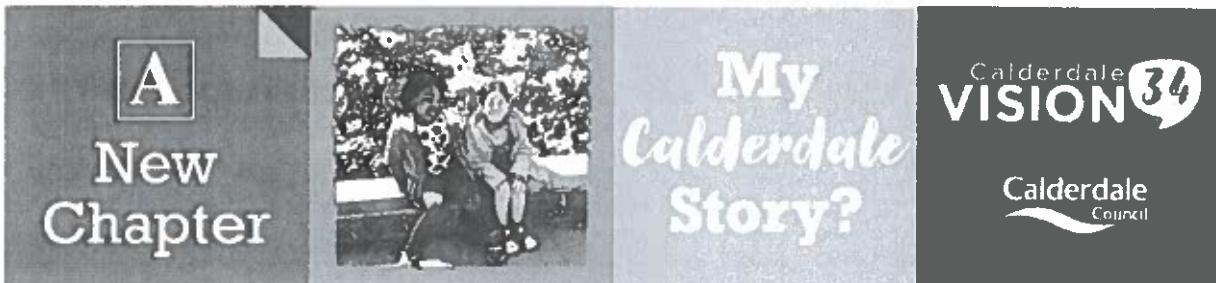
Hi

I am writing to inform you that under the Localism Act 2011, we have received a nomination to consider this (non Council) property as an Asset of Community Value, which I understand is within the area of Hebden Royd CP. Whilst the legislation does not require formal consultation with Parish Council's, out of courtesy, it was considered appropriate to let you know. We will also confirm the decision to you, but may not be until after 2 March as this is the latest date that we need to consider this nomination.

If you do have any queries, please do not hesitate to contact me.

Thanks,

[REDACTED]
Estates Manager
Corporate Asset and Facilities Management (CAFIM)
Regeneration & Strategy
Calderdale Metropolitan Borough Council
Princess Buildings
Princess Street
Halifax
HX1 1TP



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HM Land Registry

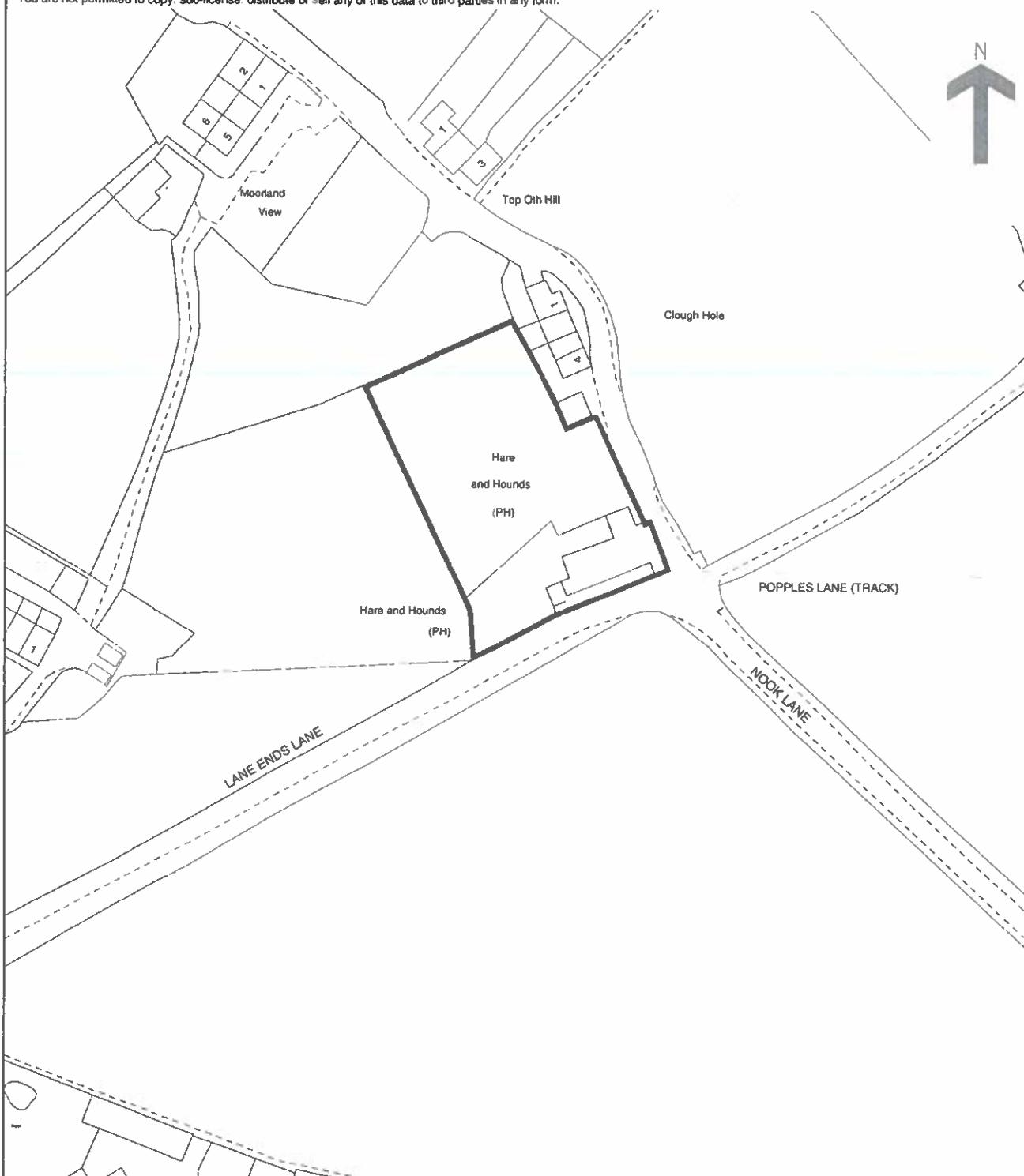
Official copy of title plan

Title number YY9443
Ordnance Survey map reference SE0028SW
Scale 1:1250 enlarged from 1:2500
Administrative area West Yorkshire: Calderdale



q.c

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This official copy issued on 17 December 2025 shows the state of this title plan on 25 November 2025 at 14:37:45.

It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002).

This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale.

Measurements scaled from this plan may not match measurements between the same points on the ground.

This title is dealt with by HM Land Registry, Durham Office.



0 7 5 8 0 2 4 0 0 3



Yorkshire Local Councils Associations

TRAINING DAY – TALKING TABLES

Thursday 12 March 2026, Thorpe Park Hotel and Spa, 1150 Century Way, Thorpe Park, Leeds, LS15 8ZB (just off the M1 on the edge of Leeds)

Cost: £105.00 (£55.00 for smaller councils)

Kindly sponsored by Streetscape Products and Services Ltd, Parish Online and Breakthrough Communications



**BREAKTHROUGH
COMMUNICATIONS**
SPECIALISTS IN CONNECTING TOWNS & PARISH COUNCILS WITH THEIR COMMUNITIES

**PARISH
ONLINE**

 **streetscape**
products & services ltd

DRAFT PROGRAMME

(YLCA reserves the right to alter this programme at any time)

Details	Time	End time
Registration with refreshments	9:00	
Welcome and Introductions	9:30	
Session 1	9:45	10:35
Session 2	10:45	11:35
Refreshments and visit to Exhibitors and Sponsors	11:35	12:00
Session 3	12:00	12:50
Lunch and visit to Exhibitors and Sponsors	12:50	14:00
Session 4	14:00	14:50
Session 5	15:00	15:50
Close of Training Day	16:00	

There will be eight tables of different topics with presenters who will provide an interactive session using discussion, scenarios, case studies, quizzes, demonstrations and shared problem-solving. Delegates will have the opportunity to attend the sessions at five of the tables during the day, selecting the topics of interest. Each session will be strictly controlled to 50 minutes to manage movement between tables.

When you arrive, please sit at the table with the topic that you have chosen first.

The Training Day will be opened by YLCA Chief Officer at 9.30am.

Table 1	How to foster good community relationships to aid positive community engagement – Councillor Mark Tomkins.
Table 2	Grave Matters: A Conversation About Cemeteries - groundwater in cemeteries, soil waste in cemeteries, an opportunity to ask the speaker about any matters to do with cemeteries – Callum Ward, Principal Engineer, CDS Group.
Table 3	How to apply for grant funding and grants available in the Yorkshire area – Mike Deegan Consultancy.

Table 4	Government Planning Reform: How it may affect local councils – Andrew Towler, Planning Consultant (The Government has introduced major changes to the planning system some of which will have big implications for local councils. The discussion will explore what they mean for the sector)
Table 5	Year End process and what is required from an Internal Auditor and the role of the External Auditor – YLCA Officer
Table 6	To discuss how Parish Councils can bring Yorkshire's Nature Back, Jon Parkes-Withers, Public Affairs and Advocacy Lead, Yorkshire Wildlife Trust
Table 7	An interactive table looking at how to respond to Freedom of Information and Subject Access Requests, real examples will be available to discuss – Darren Briddock, Breakthrough Communications
Table 8	Changes to the energy system: what they mean for your council and community, Kat Armstrong and Jon Kedwards, Project and Impact Managers, Yorkshire and Humber Climate Commission - <i>Energy systems are changing fast as the government moves forward with its clean energy mission. That means new infrastructure in lots of places - from solar farms, wind farms and battery storage to new electricity cables, electric vehicle charging points, substations and pylons. Why are these changes happening and how can communities influence them? How can places take advantage of these changes through projects like community energy? Feedback from members joining this table will be passed on to the regional Future Energy Forum which includes the National Energy System Operator (NESO) and other energy companies and policymakers.</i>

There will be a table that has details on the Local Council Award Scheme, General Power of Competence and the Certificate in Local Council Administration qualification (CiLCA) with a YLCA Officer in attendance.

The day is planned to finish at approximately 4.00pm. All delegates will be provided with any handouts from the speakers on the day or emailed after the training day. As well as the Sponsors we have additional Exhibitors at the event in attendance, that you will be able to speak to throughout the day - these are: Cloudy IT, Aubergine, Clear Councils, CDS Group (Cemetery Design Solutions), Clear Utility Solutions, Wicksteed, Yorkshire Wildlife Trust, and Yorkshire and Humber Climate Commission.



Thank you for attending, and we look forward to seeing you at a future training event, webinar, or discussion forum. Please provide feedback, as it is valued and enables us to meet the needs of our members for future training.

Hebden Royd Town Council**2025/2026**

Mayor & Consort
Councillor Keith Butterick and Lorna Butterick

25. Open Locally Motive Building, Mytholmroyd Station, Mytholmroyd.	Saturday, 13 December 2025
26. Christmas Concert at Walshaw Lodge, Hardcastle Crags, Hebden Bridge, HX7 7AX.	Saturday, 13 December 2025

11

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

PRESENT: Councillors - Butterick (Chair), Boden, Borrows, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead

ABSENT: Councillors - Bampton Smith, Fraser, Hoyle, Young

ALSO: Two Representatives from the Environment Agency
Six members of the public

MINUTES: HRTC Clerk - E Green

MINUTES

372. PUBLIC QUESTION TIME.

HRTC would like to invite public questions for the council. You may attend in person or submit questions electronically to info@hebdenroydtowncouncil.gov.uk no later than 2.00pm on the day of the meeting. A written response will be sent to the questioner.

Q1: Has there been any public consultation.

R1: EA representative outlined the consultation process to date and opportunity for further consultation. Planning Committee on 27 January.

Q2: Is consultation still open?

R2: EA representative confirmed that the consultation was closed on the planning portal but comments can be submitted to CMBC planning.applications@calderdale.gov.uk.

373. APOLOGIES AND REASONS FOR ABSENCE.

Apologies were received from Cllrs Bampton Smith, Hoyle, Fraser, Young, Hoyle.

374. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

To receive and note interests relating to the agenda.

375. PLANNING APPLICATIONS

Interested members of the public, if they are present, will be invited to speak followed by Ward Councillors on applications within their ward followed by other Councillors.

a. **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).

Cllr Boden requested a recorded vote

For: Cllrs Butterick, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllrs Borrows, Boden.

RESOLVED: No Objection

b. **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).

Cllr Boden requested a recorded vote

For: Cllrs Butterick, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllrs Borrows, Boden.

RESOLVED: No Objection

c. **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).

Ask for calculations & figures re Modeling Pack Horse Bridge

Cllr Boden requested a recorded vote

For: Cllrs Butterick, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllrs Borrows, Boden.

RESOLVED: No Objection

The EA agreed to provide the calculations and modeling, which supports the proposed works to the Pack Horse Bridge.

d. **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)

Cllr Boden requested a recorded vote

For: Cllrs Butterick, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllrs Borrows, Boden.

RESOLVED: No Objection

e. **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).

Cllr Boden requested a recorded vote

For: Cllrs Butterick, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllrs Borrows, Boden.

RESOLVED: No Objection

f. **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).

Cllr Boden requested a recorded vote

For: Cllrs Butterick, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllrs Borrows, Boden.

RESOLVED: No Objection

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

Previously Considered

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

Previously Considered

i. **Application 25/01129/FUL** at Souter House, Burlees Lane, Dodd Naze, Hebden Bridge, HX7 8TG for Proposed solar array. (Birchcliffe ward).

RESOLVED: No Objection

j. **Application 25/10022/ADV** at Atm Site Co-Operative Group Ltd, 41 Market Street, Hebden Bridge for Vinyl window graphic replacement (Advertisement Consent). (Fairfield ward).

RESOLVED: No Objection

k. **Application 25/20222/TPO** at 9 Eiffel Buildings, Hebden Bridge, HX7 8DD for Fell one tree. (Birchcliffe ward).

RESOLVED: No Objection

l. **Application 25/00611/LBC** at White Lion Hotel, St Georges Square, Hebden Bridge, HX7 8EX for Freestanding timber decked area with integrated pergola and partial roof covering. (West End ward).

RESOLVED: No Objection

m. **Application 25/01186/LBC** at White Lee House, Lower White Lee, Mytholmroyd, HX7 5LX for Electric Vehicle charger to outside wall (Listed Building Consent). (White Lee ward).

RESOLVED: No Objection

n. **Application 25/00610/FUL** at White Lion Hotel, St Georges Square, Hebden Bridge, HX7 8EX for Freestanding timber decking with integrated pergola and partial roof covering. (West End ward).

RESOLVED: No Objection

- o. **Application 25/00715/HSE** at 1 Wheatley Royd Barn, Hodgson Lane, Mytholmroyd, HX2 6HX for Garage. (Cragg Vale ward).
RESOLVED: No Objection
- p. **Application 25/01161/LBC** at Neptune House, 1 Hebble End, Hebden Bridge, HX7 6HJ for Flood alleviation works. (Fairfield ward). (Fairfield ward).
RESOLVED: No Objection
- q. **Application 25/01163/LBC** at 2 Hebble End, Hebden Bridge, HX7 6HJ for Flood alleviation works. (Fairfield ward).
RESOLVED: No Objection

Applications dealt with under delegation from Full Council.

- Application 25/20213/TPO at Mount Pleasant Mill, Midgley Road, Mytholmroyd, HX7 5LR for Prune two trees T7 and T8 (Tree Preservation Order).
- Application 25/20212/TPO at Oak House, 14 Caldene Croft, Mytholmroyd, HX7 5AE for Prune one tree (Tree Preservation Order).

RESOLVED: The Chair proposes 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.

376. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

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

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

RESOLVED: To note the information

377. APPLICATIONS FOR PLANNING PERMISSION REFUSED BY CALDERDALE MBC

X a. Application 25/00906/HSE at Broadlands, Mytholm Bank, Hebden Bridge, HX7 6DL for Front and side extension with partial replacement of existing front conservatory.

✓ b. Application 25/00948/FUL at 58 Market Street, Hebden Bridge, HX7 6AA for Conversion of shop to holiday-let.

RESOLVED: To note the information

378. CAR PARKING IN HEBDEN BRIDGE

At the request of Cllr Butterick

To consider the motion:- HRTC welcomes the continued dialogue with Calderdale Council and the expected changes that they are planning to make to car parking in Hebden Bridge. These changes, which will be announced in due course, have been made possible by town councillors working in partnership with Hebden Business Forum, Calder ward councillors including the transport portfolio lead and particularly Calderdale Council Highways and Parking directorates who have been flexible and supportive in their approach to this matter.

Cllr Guilfoyle requested a recorded vote

For: Cllrs Butterick, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllrs Borrows, Boden.

RESOLVED: to approve the motion

379. HRTC & HBPH STATEMENT OF ACCOUNT

The Statement of Account for Hebden Royd Town Council and the Hebden Bridge Picture House was considered.

Cllr Boden highlighted that the payments for the Data Protection Officer cannot be allocated under the Salaries cost centre.

The clerk advised that funds had been appropriately viwed from the expected underspend within Salaries and that she would contact the Yorkshire Local Councils Association for advice on the appropriate presentation within the accounts.

It was highlighted that the proposed 2026/27 budget has the costs for the Data Protection Officer clearly shown on its own budget line as it is expected that need for this additional support will continue.

Cllr Boden requested a recorded vote

For: Cllrs Butterick, Borrows, Cammack, Guilfoyle, Harvey, Hedges, Howes, Macdonald, Woodhead.
Against: Cllr Boden.

RESOLVED: To approve the statement of account and to endorse the action to be taken by the clerk.

380. HRTC & HBPH PAYMENT SCHEDULE

The schedule was considered.

RESOLVED: to authorise payments totaling £60.383.47

381. DRAFT BUDGET

To receive the draft budget was received for information and comment as per minute 354 of Strategy & Review 26.11.25

No comments were made

382. MEETING DATES

The change of day of Town Council meetings as per minute 322 Strategy & Review 26.11.25, was considered.

RESOLVED: Approve the change as outlined in the report to Mondays as the main meeting day.

383. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT

The Mayor presented his report, noting thanks to Cllr Guilfoyle in respect of her work to support Northern Power House.

384. MINUTES OF THE TOWN COUNCIL held 19 NOVEMBER 2025

The minutes were considered.

RESOLVED: To approve as a correct record.

385. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held 26 NOVEMBER 2025

Clr Butterick presented the minutes and outlined the requirement for a three-year budget. It was suggested that a Priorities & Strategy Session be arranged to aid this.

RESOLVED: To approve the minutes and endorse recommendations therein.

386. MINUTES OF THE PICTURE HOUSE COMMITTEE held 3 DECEMBER 2025

RESOLVED: To note for information

387. MINUTES OF THE COMMUNITY FUNDING COMMITTEE held 10 DECEMBER 2025

RESOLVED: To note the minutes for information

388. WORKING GROUPS

No Reports

389. REPRESENTATIVES TO OUTSIDE BODIES

No Reports

390. EXCLUSION OF THE PRESS AND PUBLIC

To resolve 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 9.30pm

HEBDEN ROYD TOWN COUNCIL**Meeting of the PICTURE HOUSE COMMITTEE**
Held WEDNESDAY 7 JANUARY 2026**MINUTES**

PRESENT: Councillors: Harvey (Chair from minute 391), Howes, Morse, Macdonald.

ABSENT: Councillors: Butterick, Fraser

ALSO: D Sidonio FOPH

Picture House Manager: P Berrisford

HRTC Clerk: E Green

391. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Butterick & Fraser. Cllr Macdonald attended as a substitute.

RESOLVED: That Cllr Harvey Chair the meeting

392. MEMBERS INTERESTS RELATING TO AGENDA ITEMS

There were no members interests reported at this meeting.

393. MINUTES OF THE MEETING HELD 3 DECEMBER 2025

There were no matters arising.

394. FRIENDS OF THE PICTURE HOUSE

A report was received from the Friends of the Picture House.

The Christmas raffle raised close to £3000 over December.

The Making Friends Christmas Party was on 20th December at the Town Hall then at the Picture House to watch Home Alone.

The Friends have commissioned a film to promote the cinema, interviewing people who have an interest in the cinema, looking to the future. Process ongoing likely to be finished by spring, however

a trailer is to be submitted as part of the application process for the NLHF. Cllr Howes would like to be involved.

RESOLVED: Thanks to the Friends of the PH for fundraising.

395.

HBPH MANAGERS REPORT

The Picture House Manager provided a report on operational matters.

It noted that December had been a strong month and that work is ongoing to ensure a diverse programme.

396.

HBPH – A HERITAGE FIT FOR THE FUTURE

Information was received in respect of the Development Application for the Picture House project

a. Community & Stakeholder engagement

The final event in this round will be the drop in sessions to be held on Monday 12 January. These will be informal sessions with the current Architect and Business Partner with an opportunity for members of the public to ask questions.

b. Review of draft application form & associated documents

The draft application form and activity plan were reviewed and councillors provided feedback.

RESOLVED: To approve the application form and activity plan with the amendments as submitted.

To recommend that Full Council approve the application for submission.

To recommend that Full Council wholly support the application and show its commitment to the project in respect of underwriting the match funding. Funding will be sought from a number of sources, however, in a worst case scenario this reduces the risk to the project.

397.

FINANCIAL REPORT & BUDGET SETTING

The current forecast was considered, highlighting that the Picture House was now entering its stronger trading period. Cash flow remains strong.

RESOLVED: to note the information.

398.

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: There was no motion to exclude the press and public.

Meeting finished 9:20pm

HEBDEN ROYD TOWN COUNCIL**MEETING of the STRATEGY & REVIEW COMMITTEE
held Wednesday, 14 January 2026****MINUTES**

PRESENT Councillors: Woodhead (Chair), Fraser, Guilfoyle, Hedges, Turner

Town Clerk: E Green

399. **To receive apologies for absence and any substitutions.**
Apologies were received from Cllrs Butterick & Morse,

400. **To receive members` interests relating to agenda items for this meeting.**
There were no members interests reported at this meeting.

401. **MINUTES OF THE MEETING HELD 26 NOVEMBER 2025**
There were no matters arising.

402. **EXCLUSION OF THE PRESS AND PUBLIC**
In respect of item 4, Councillors considered the exclusion of members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 during consideration of items of a confidential nature.
RESOLVED: To exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the matters to be discussed.

403. **FREEDOM OF INFORMATION MATTERS**
The committee received an update in respect to ongoing matters the First Teir Tribunal.
RESOLVED: To note the information and endorse the actions of the clerk in the ongoing administration of the matter.

404. **STRATEGY & BUDGET SETTING 2026-27**
The budget for 2026-27 was considered and the following principles applied:

- That the increase to the precept should be not greater than 5% in line with CMBC
- Commitment should be shown to the Picture House Project as a major asset of the council.
- Committees were asked to reduce budget to ensure a balance was met

RESOLVED:

- To recommend approval of the budget as amended
- To recommend a precept of £542,013 and increase of 4%
- The Council Tax Base has reduced from 3432 to 3399.
- The increase in cost to a band D property of 5.01% (£146.79 - £154.14)
- To recommend any underspend from the 2025-26 budget be moved to the Picture House Ear Marked Reserves as per minute 316.

Meeting finished at 9pm.

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Hebden Royd Town Council - Meeting Dates 2026/27

Week Commencing	Date		Week Commencing	Date			
JANUARY 2026							
05-Jan	Wed 7	Picture House (8)	2-Nov	Mon 2	FULL COUNCIL (7)		
12-Jan	Wed 14	Strategy & Review (4)	9-Nov	Tues 10	Local Environment (3)		
19-Jan	Mon 19	DAF (5)	16-Nov	Mon 16	DAF (4)		
	Mon 19	Staffing (5)		Mon 16	Strategy & Review (3)		
	Wed 21	FULL COUNCIL (8)	23-Nov	Mon 23	Community Funding (4)		
26-Jan	Wed 28		30-Nov	Mon 30	Picture House (6)		
FEBRUARY							
02-Feb	Wed 4	Picture House (9)	07-Dec	Mon 7	FULL COUNCIL (8)		
09-Feb	Wed 11	Projects & Events (5)	14-Dec	Tues 15	Projects & Events (3)		
16-Feb	Wed 18	FULL COUNCIL (9)	21-Dec	Mon 21	Picture House (7)		
23-Feb	Wed 25	Local Environment (3)	28-Dec	Mon 28	BH		
MARCH							
02-Mar	Wed 4	Picture House (10)	04-Jan	Mon 4			
9-Mar	Wed 11		11-Jan	Mon 11	Strategy & Review (4)		
16-Mar	Mon 16	DAF (6)	18-Jan	Mon 18	DAF (5)		
	Wed 18	FULL COUNCIL (10)		Mon 18	FULL COUNCIL (9) (NB 3rd week)		
23-Mar	Wed 25	Community Funding (4)	25-Jan	Mon 25	Community Funding (5)		
30-Mar	Tues 31	ANNUAL TOWN MEETING	FEBRUARY				
APRIL							
06-Apr	Wed 8	Picture House (11)	01-Feb	Mon 1	FULL COUNCIL (10)		
13-Apr	Wed 15	FULL COUNCIL (11)	08-Feb	Mon 8	Picture House (8)		
20-Apr	Wed 22	Staffing (6)	15-Feb	Mon 15	Staffing (3)		
27-Apr	Wed 29	Projects & Events (6)	Tues 16	Local Environment (4)			
MAY			22-Feb	Mon 22			
4-May	Wed 6	Picture House (12)	01-Mar	Mon 1	FULL COUNCIL (11)		
11-May	Mon 11		8-Mar	Mon 8	ANNUAL TOWN MEETING		
	Tues 12	ANNUAL MEETING OF THE TOWN COUNCIL	Tues 9	Projects & Events (4)			
18-May	Mon 18	DAF (1)	15-Mar	Mon 15	DAF (6)		
	Mon 18	FULL COUNCIL (1)		Mon 15	Community Funding (6)		
25-May	Mon 25	BH	22-Mar	Mon 22	Picture House (9)		
	Tues 26	Community Funding (1) BH exception	29-Mar	Mon 29	BH		
JUNE							
01-Jun	Mon 1	FULL COUNCIL (2)	APRIL				
08-Jun	Tues 9	Local Environment (1)	05-Apr	Mon 5	FULL COUNCIL (12)		
15-Jun	Tues 16	Projects & Events (1)	12-Apr	Mon 12	Strategy & Review (5)		
22-Jun	Mon 22	Staffing (1)	19-Apr	Mon 19	Staffing (4)		
29-Jun	Mon 29	Picture House (1)	26-Apr	Mon 26	Picture House (10)		
JULY							
06-Jul	Mon 6	FULL COUNCIL (3)	3-May	Tues 4			
13-Jul	Mon 13	Strategy & Review (1)	10-May	Mon 10	ANNUAL MEETING OF THE TOWN COUNCIL		
20-Jul	Mon 20	DAF (2)	17-May	Mon 17	DAF (7)		
	Mon 20	Community Funding (2)		Mon 17	FULL COUNCIL (1)		
27-Jul	Mon 27	Picture House (2)	24-May	Mon 24	Community Funding (7)		
AUGUST			31-May	Mon	BH		
03-Aug	Mon 3	FULL COUNCIL (4)	MAY				
10-Aug	Mon 10		3-May	Tues 4			
17-Aug	Mon 17		10-May	Mon 10	ANNUAL MEETING OF THE TOWN COUNCIL		
24-Aug	Mon 24	Picture House (3)	17-May	Mon 17	DAF (7)		
31-Aug	Mon 31	BH		Mon 17	FULL COUNCIL (1)		
SEPTEMBER			24-May	Mon 24	Community Funding (7)		
07-Sep	Mon 7	FULL COUNCIL (5)	31-May	Mon	BH		
14-Sep	Mon 14	Community Funding (3)	From May 2026 / 2027				
21-Sep	Mon 21	DAF (3)	Full Council:	Every 1st Mon 7:30pm - Council Chamber	12		
21-Sep	Mon 21	Strategy & Review (2)	Community Funding:	Mon 6:30pm - Greenwood & Chamber	6		
	Tues 22	Local Environment (2)	Local Environment:	Tues 7:30pm - Greenwood Room	4		
28-Sep	Mon 28	Picture House (4)	Project & Events:	Tues 7:30pm - Greenwood Room	4		
OCTOBER			Picture House:	Mon 7:30pm - Greenwood Room	10		
05-Oct	Mon 5	FULL COUNCIL (6)	Strategy & Review:	Mon 7:30pm - Greenwood Room	5		
12-Oct	Tues 13	Projects & Events (2)	Staffing:	Mon 7:30pm - Greenwood Room	4		
19-Oct	Mon 19	Staffing (2)	Twinning:	Mon 2:30pm - Council Chamber	0		
26-Oct	Mon 26	Picture House (5)	DAF:	Occurs once every 2 months on the 3rd Mon 2:30pm	6		

Upcoming HRTC Events

Happy Hounds: Saturday, May / June TBC
 Remembrance Sunday: Sunday, 8 November
 Myth Light Switch On: November, 22
 HB Light Switch On: November, 26

Note: Twinning arranged when required.
 Additional meetings may be scheduled at the discretion of the Meeting Chair and the Town Clerk
 Calderdale School Holidays