

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

- PRESENT:** Councillors – Butterick (Chair), Bampton Smith, Boden, Borrowes, Guilfoyle, Hedges, Hoyle, Woodhead.
- ABSENT:** Councillors – Boggis, Cammack, Davenport, Turner Howes, Harvey, Young, Fraser, Macdonald, Morse.
- ALSO:** Representatives from the Environment Agency  
19 members of the public
- MINUTES:** HRTC Clerk – E Green

**MINUTES**

- 263. PUBLIC QUESTION TIME.**  
There were no questions asked of the council.
- 264. APOLOGIES AND REASONS FOR ABSENCE.**  
Apologies were received from Cllrs Cammack, Turner
- 265. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.**  
There were no members' interests declared at this meeting.
- 266. PLANNING APPLICATIONS**
- a. **Application 25/00947/FUL** at Hebden Bridge Flood Alleviation Scheme, West End, Hebden Bridge for Hebden Bridge Flood Alleviation Scheme including the repair and reconstruction of the river walls on Hebden Water and the River Calder, construction of new walls within St Pols Car Park, construction of vertical rising flood barriers on Bridge Gate and Old Gate, repair and reinforcement of specific properties, modification to five weirs, replacement of Central Street Footbridge, reinforcement of two bridges across Hebden Water, two construction compounds, landscaped public open spaces, demolition of outbuildings to the rear of 35 West End along Hebden Water and associated landscaping. (West End ward).
- The Environment Agency presented the application taking time to answer questions from both councilors and members of the public.
- It was moved:
- To recommend No Objection; on the assurance that accurate information will be provided to the principal authority prior to it determining the decision.
- This includes information on: -

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

**RESOLVED:** No objection

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

**RESOLVED:** No objection

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

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

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

**RESOLVED:** No objection

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

**RESOLVED:** No objection

**RESOLVED:** that the recommendations on the above planning applications are sent to the Environmental Services Department, Calderdale MBC. When the Chair or Deputy Chair cannot attend, Ward members be authorised to represent the view of Hebden Royd Town Council at meetings of the Planning Committee at Calderdale MBC.

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

**RESOLVED:** to note the information

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

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

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

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

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

**Accounts previously paid by the Town Clerk**

No.:	Payee	Details	Invoice No	Amount	Cost Centre
a	Amazon	Supplies for Happy Hounds	204-2623650-1081127	£9.49	Local Environment
b	James Furlong	Data cleaning, analysis and final report	27.03.24	£1,500.00	Local Environment
c	Steve Tomlin	Scything Course	18072025	£2,441.00	Local Environment
d	Amazon	Office supplies	GB571AG5ABEI	19.48	Office
e	Amazon	Office supplies	XX5001H4MFYS7T	£11.65	Office
f	Amazon	Office supplies	GB585UBAABEI	£4.88	Office
g	Amazon	Office supplies	GB585XRKABEI	£17.36	Office
h	Amazon	Office supplies	GB588EJAABEI	£18.62	Office
i	Amazon	Office supplies	GB58792SABEI	£20.84	Office
j	Amazon	Office supplies	GB5878W3ABEI	£20.84	Office
k	Amazon	Office supplies	GB58790BABEI	20.84	Office
l	Amazon	Office supplies	AEU-INV-GB-2025-1070	114	Office
m	Fleur De Lys	Flowers	30.9.25	£72.00	Office
n	Post Office	Petty Cash Top Up	18.08.25	£67.03	Office
o	Post Office	Petty Cash Top Up	24.09.25	£95.27	Office
p	Amazon	Event supplies	GB305634227	£99.00	Project & Events
q	Amazon	Event supplies	GB58M33ZABEI	£28.00	Project & Events
r	Amazon	Event supplies	GB502B4H0GE81I	£40.80	Project & Events
s	Amazon	Event supplies	GB58JWFABEI	£23.98	Project & Events
t	Amazon	Event supplies	GB50006HE3V8DI	£59.99	Project & Events
u	Amazon	Event supplies	GB5000130CJYFI	£9.98	Project & Events
v	Amazon	Event supplies	GB5000FK4H22PI	£6.99	Project & Events
w	Amazon	Event supplies	GB5000FO4H22PI	£6.99	Project & Events
x	Trainline	Travel to conference	129657377686	£71.76	Training
				<b>£4,780.79</b>	

**Direct Debits**

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

**TOTAL PAYMENTS****£11,063.29**

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

**£20,030.95**

**Direct Debits**

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

**£1,403.45**

**Payments paid by Clerk**

Item	Payee	Details	Invoice No	Amount
a	Universal	Film Royalties	22314751090-1	£373.45
b	Francisca Sierevogel	Heritage Day	26/014	£160.00
c	Amazon	Kiosk Supplies	GB502VRTMXXZ11	61.53
d	Amazon	Kiosk Supplies	GB5013J16RV9V1	97.48
e	Amazon	Kiosk Supplies	GB50220D9XSENI	145.8
f	Amazon	Maintenance	GB500BBD4X7231	17.78
g	Amazon	Maintenance	202-9029474-7346742	92.72
h	CPC	Maintenance	5949797	£33.80
i	Gear4Music	Maintenance	M12214106	£52.48
j	Paul Ashton Electrical Limited	Maintenance	SI-8550	£456.00
k	Amazon	Office	GB575D68ABEI	31.56
l	Amazon	Office	EUVINS1-OFS-GB-367645739	50
m	Amazon	Office	GB57CP3EABEI	7.25
n	Amazon	Office	GB57COUTABEI	12.33
o	Amazon	Office	GB57CP36ABEI	26.85
p	Amazon	Office	GB500K1AUXF191	28.98
q	Amazon	Office	GB58AVICABEI	32.11
r	Apple	Office	698016898718	0.99
s	Apple	Office	786007393416	4.49
t	Origano	Office	31/07/2025	£35.30
u	Origano	Office	22/09/2025	£45.80
v	Post Office	Office	23/09/2025	£5.55
w	Post Office	Office	29/08/2025	£9.60
x	Post Office	Office	11/09/2025	£200.00
y	Spotify	Office	3bdaf410-9e98-4883-a5aa-4a62fc2a62ba	11.99
z	Generika	Quiz	May Quiz	100
aa	Dove & Bear	Uniform	#002	£809.00

**£2,902.84**

**PAYMENTS**

**£24,337.24**

- 280. MINUTES OF THE COMMUNITY FUNDING COMMITTEE held on 29 SEPTEMBER 2025.**  
**RESOLVED:** To note minutes for information
- 281. MINUTES OF THE PICTURE HOUSE COMMITTEE held on 1 OCTOBER 2025.**  
**RESOLVED:** To note minutes for information
- 282. MINUTES OF THE COMMUNITY FUNDING COMMITTEE held on 8 OCTOBER 2025.**  
The minutes of this committee will be tabled at the next meeting of the Full Council.
- 283. MINUTES OF THE PROJECT & EVENTS COMMITTEE held on 8 OCTOBER 2025.**  
The minutes of this committee will be tabled at the next meeting of the Full Council.
- 284. WORKING GROUPS**  
To receive reports from and to decide on appropriate actions:
- a) Disability Access Forum  
No report
  - b) Joint Parish Meeting (enc).  
The minutes were circulated for information. It was reported that that this had been a productive first meeting and that the council looked forward to building a working relationship with the parishes.
- 285. REPRESENTATIVES TO OUTSIDE BODIES**  
No reports
- 286. EXCLUSION OF THE PRESS AND PUBLIC**  
There was no motion to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960.

The meeting finished at 9pm