

HEBDEN ROYD TOWN COUNCIL

Meeting of the LOCAL ENVIRONMENT AND CLIMATE COMMITTEE Held TUESDAY, 5 AUGUST 2025

MINUTES

PRESENT: Councillors: Woodhead, Guilfoyle, Hoyle and Macdonald.

Deputy Clerk: Ebony Andrews

Clerk & RFO: Emma Green

Local Environment & Allotments Officer: Gareth Muir

127. TO ELECT A CHAIR AND DEPUTY CHAIR FOR THE LOCAL ENVIRONMENT & CLIMATE COMMITTEE FOR THE COUNCIL YEAR 2025-2026

RESOLVED: Cllr. Woodhead was re-elected Chair of the Local Environment & Climate Committee for 2025/26.

RESOLVED: Cllr. Macdonald was elected Deputy Chair of the Local Environment & Climate Committee for 2025/26.

128. TO RECEIVE APOLOGIES FOR ABSENCE, REASONS AND ANY SUBSTITUTIONS

Apologies were received from Cllr Morse and Cllr Harvey.

129. TO RECEIVE MEMBERS' INTERESTS RELATING TO AGENDA ITEMS FOR THIS MEETING

There were no interests reported at this meeting.

130. MINUTES OF THE MEETING HELD 30 APRIL 2025

Cllrs discussed the installation of the graffiti boards at Calder Holmes Park, Hebden Bridge as part of the improvements works to the Tennis courts area. Clarification on which areas have been completed / which are outstanding, along with the expected total of boards to be replaced was requested.

RESOLVED: That this will be followed up and the committee will be informed by email.

131. ACTIVE TRAVEL

Cllrs received a report on active travel, including cycle use in the Hebden Royd area.

RESOLVED: To note the information.

132. TERMS OF REFERENCE

Cllrs reviewed the Terms of Reference document. A few minor edits were requested which will be completed by the Deputy Clerk.

RESOLVED: To recommend that following minor edits, the Committee's Terms of Reference document is adopted with immediate effect.

133. COMMUNICATIONS

To receive communications and decide on actions as appropriate (enc).

- a. CROWS Annual Report 2025

RESOLVED: To note the information, and that G. Muir contact CROWS to both thank and congratulate them on all their work, including at High Hirst on the steps last Winter, for which the committee are very grateful.

134. BUDGET UPDATE

The committee considered opportunities for a working relationship with CROWS.

RESOLVED: The above to be considered at the next committee meeting.

135. CALDERDALE ENERGY PARK

Cllrs reviewed the proposed survey following the decision made at Full Council (minute no 64).

RESOLVED: A small working group will be formed to refine the survey and produce a final draft which will be brought to a meeting of the Full Council for approval.

136. HIGH HIRST WOODMEADOW

Cllrs received updates on the following projects and decided on the following actions:

- a. Meadows Day

RESOLVED: To note the information on Meadows Day, and to thank those involved in the event which was enjoyed very much by attendees. It was mentioned that further fungi walks at High Hirst may be considered later in the season following expressions of interest from the public at Meadows Day.

b. FOHHWM Agreement & Management Plan

RESOLVED: That the FOHHWM Agreement & Management Plan be adopted as a working document with immediate effect, with the agreement that it will be reviewed annually.

c. FOHHWM Proposal to line container

RESOLVED: The FOHHWM Proposal to line the container was discussed and the committee decided to suspend any decision on the proposal until at least the Spring. Now that there is some space to store equipment that is more vulnerable to the elements in the HRTC storage space at Hebden Bridge Town Hall, it was decided that some tools will be relocated there by G Muir in the interim.

137. ALLOTMENTS

Cllrs received information on the following points relating to allotments and decided on the following actions:

a. Banksfield Tree works (enc)

RESOLVED: Cllrs agreed that the proposed tree works need to be undertaken, and that the removal and treatment recommendations be accepted.

b. Draft Tenancy Agreement review

RESOLVED: To adopt the revised Tenancy Agreement to be enacted in due course in alignment with allotment legislation.

c. HHA clarification regarding additional structures to sheds

RESOLVED: To agree, in line with allotments best practice and legislation.

d. Allotment fee increase & water charges

RESOLVED: To increase the fee to a total of £75 per calendar year (£65 for the allotment and £10 for water usage). It was agreed that the fee will then increase in line with inflation each consecutive year and will be reviewed again in 5 years' time. Cllrs noted that the fee had not increased since 2014, and that the current review and raise was overdue.

e. Allotment Workday Plan (enc)

RESOLVED: To adopt the plan for the Workday.

- f. Play equipment and willow shelter from HHA

RESOLVED: To remove and dispose of the damaged equipment on health and safety grounds.

- g. Tenants Meeting update, held 9.7.25

RESOLVED: To note the information.

138. OTHER PROJECTS & UPDATES

Cllrs received updates on the following projects and decided on the following actions:

- a. Dog waste bag holder installation & locations (enc)

RESOLVED: To note the information.

- b. Loose Masonry Complaint on Fountain Street

RESOLVED: To note the information.

- c. Calder Holme Parks Tennis Court

RESOLVED: Cllrs agreed that the project requires further input and that the committee will continue to support the different project partners in exploring the options.

- d. Hanging Baskets

RESOLVED: A breakdown of the 2025 Hanging Basket project costing was requested for review at the next meeting.

- e. Ginko Trees for peace

RESOLVED: Cllr. Woodhead advised that they will enquire about the saplings current size and condition with Manor Health Nurseries and report on the Ginko trees in due course.

The meeting finished at 9:30pm.