

28 August 2025

To Members of the Council

Dear Sir/Madam



You are hereby summoned to a meeting of the **PICTURE HOUSE COMMITTEE**  
(Cllrs: Butterick, Fraser, Harvey, Howes, Morse, Turner and Young)  
which will be held in the Greenwood Room in Hebden Bridge Town Hall on  
**WEDNESDAY 3 SEPTEMBER at 7:30pm**

Emma Green  
Town Clerk to the Council

#### **AGENDA**

- 1. APOLOGIES FOR ABSENCE**  
To receive apologies for absence and reasons, and any substitutions.
- 2. MEMBERS INTERESTS RELATING TO AGENDA ITEMS**  
To receive declarations of members' interests relating to agenda items for this meeting and any requests for dispensation.
- 3. MINUTES OF THE MEETING HELD 6 AUGUST 2025**  
To report on matters arising from the minutes of meeting held 6 August 2025 not itemised on this agenda. (enc)
- 4. FRIENDS OF THE PICTURE HOUSE**  
To receive a report on the work of the Friends of the Picture House.
- 5. HBPH MANAGERS REPORT**  
To receive a report from the Manager of the Picture House on operational matters and to decide on actions as appropriate.
- 6. FINANCIAL REPORT**  
To receive the financial report and decide on actions as appropriate.
- 7. HBPH – A HERITAGE FIT FOR THE FUTURE**  
To receive information in respect of the Development Application for the Picture House project including progress to date and future activities and to decide on actions as appropriate.
  - Heritage for the future – customer survey (enc)
- 8. 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.

**HEBDEN ROYD TOWN COUNCIL**

**Meeting of the PICTURE HOUSE COMMITTEE  
Held WEDNESDAY 6 AUGUST 2025**

**MINUTES**

**PRESENT:** Councillors: Butterick (Chair), Howes, Macdonald, Turner, and Young.

**Also:** Picture House Manager: P Berrisford  
HRTC Clerk: E Green

**139. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Harvey and Cllr Morse, with Cllr Macdonald substituting.

Apologies were also received from the Friends of the Picture House.

**140. MEMBERS INTERESTS RELATING TO AGENDA ITEMS**

There were no interests declared at this meeting.

**141. MINUTES OF THE MEETING HELD 9 JULY 2025**

There were no matters arising.

**142. FRIENDS OF THE PICTURE HOUSE**

There was no report from the Friends of the Picture House

**143. HBPH MANAGERS REPORT**

The manager reported on the current operational activities including a number of special and charity screenings. Also plans to include more £2 screenings at the end of the summer.

Despite the warm weather, attendance has been solid up 3,000 year on year.

Future highlights include 50 Years of Rocky Horror Picture Show and Jaws.

**RESOLVED:** To note the information and thank the team for their continued work.

**144. FINANCIAL REPORT**

The Town Clerk presented the financial reports to the end of June. The Picture House continues to maintain a good trading position with revenue on both box office and retail up on previous years. The forecast is positive and cashflow remains strong.

**RESOLVED:** To note the information.

**145. HBPH – A HERITAGE FIT FOR THE FUTURE**

In respect of the Picture House project:

a) Meeting with NLHF

The Town Clerk reported on a recent meeting with our representatives from NLHF – key points included the importance of heritage skills and how this could link in to an apprenticeship project, engagement with the wider community, demonstrating in particular how we consider affordability, and business planning to demonstrate a project that is able to sustain itself in the future.

Councillors raised other points of consideration such as the need for an equality impact assessment and the consideration of toilet facilities. This will be covered in more detail as the application develops.

It was discussed that a February submission would give us more time to ensure that the application was as thorough as possible.

**RESOLVED:** to submit the Development Application in February 2026.

b) Stakeholders Engagement Day – Feedback

It was reported that the event had been well attended and that there was support for the project from the stakeholder. The meeting discussed engagement in detail including how our stakeholders can support us with the. Presentations were made by DCA and Page\Park.

c) Team Engagement Session - Feedback

A team engagement session has taken place. The team were overwhelmingly enthusiastic about the project and open discussion led to the contribution of many valid ideas and points. A Q&A sheet will be developed to enable the team to answer questions that may be asked of them. It was agreed to have a similar session every couple of months to keep the team updated.

d) Engagement Plan – Plans and Project Ambassadors

An engagement plan was shared which outlined key activities to take place over the next few months. Project Ambassadors have been appointed within the Picture House Team to support consultation and survey activities.

**146. 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 during consideration of items of a confidential nature.

Meeting finished at 8:40pm

## **Help shape the future of Hebden Bridge Picture House**

We're exploring plans to restore and improve our much-loved, 100+ year old, Grade II listed cinema - run as a not-for-profit community asset. After 18 months of consultation and analysis led by Hebden Royd Town Council, the cinema's owners, our Expression of Interest to the National Lottery Heritage Fund has been approved.

We are now working with DCA, a small team of specialist cultural project developers who support arts and heritage projects across the UK, to shape the next stage.

By sharing your views, you'll help us decide if the project should go ahead, guide how we celebrate the cinema's heritage, strengthen its role as a welcoming community asset, and secure its long-term environmental and financial sustainability.

Please take a few minutes to share your thoughts in this short survey. You can answer as many or as few questions as you wish. If you need support, or would like to speak to the consultants, please contact Rachel at: [rf@dca-consultants.com](mailto:rf@dca-consultants.com)

### **1. Please tell us what ticket type you purchased today:**

- Adult (18+)
- Senior (state pension age)
- Passport to Leisure
- Student (16+)
- Young person (3–15)
- Prefer not to say

### **2. Are you a member of Hebden Bridge Picture House (HBPH)?**

- Yes
- No

### **3. Do you live in Hebden Royd? (Cragg Vale, Hebden Bridge, Mytholmroyd)**

- Yes
- No
- Other (please specify): \_\_\_\_\_

### **4. Have you visited HBPH before?**

- I visit regularly
- I visit occasionally
- I haven't visited, but I've heard of it

- I haven't heard of it before

**5. When you visit us, who do you usually attend with? (Select all that apply)**

- On my own
- With a partner
- With friends
- With family (adults)
- With children
- As part of a group/club
- Other (please specify): \_\_\_\_\_

**6. If you have visited, which screenings or services have you used? (Select all that apply)**

- Family £2 screening
- Film Club screening
- Thursday Elevenses screening
- Film Quiz
- Dementia Friendly screening
- Fright Night screening
- World Cinema / Foreign Language screening
- Hebden Bridge Film Festival
- Subtitled screening
- Parent & Baby screening
- National Theatre Live
- Royal Opera / Ballet
- Exhibition on Screen
- Other (please specify): \_\_\_\_\_

**7. What other types of screenings, or activities would you like to access here?**

**8. How important are affordable ticket options (such as the £2 family screenings) in making it possible for you to visit the cinema?**

- Very important

- Quite important
- Neutral
- Not very important
- Not important at all

**9. How welcoming and accessible do you feel the cinema is at the moment?**

- Very welcoming and accessible
- Quite welcoming and accessible
- Neutral
- Could be more welcoming and accessible
- Not welcoming or accessible

**10. What's one thing that would make the cinema feel more welcoming or easier to use for you (or someone you know)?**

**11. How important is it to you that Hebden Bridge Picture House continues to make further improvements to be more environmentally friendly?**

- Very important
- Quite important
- Neutral
- Not very important
- Not at all important

**12. Part of this development would involve restoration of the cinema, which is a Grade II listed building. Would you be interested in learning more about the heritage of the building?**

- Yes, definitely
- Maybe / not sure
- No, not really

**13. Are you interested in volunteering or apprenticeship opportunities linked to the heritage restoration of the building, if it goes ahead?**

- Yes, definitely
- Maybe / not sure
- No, not really

**14. What do you most value about Hebden Bridge Picture House - or a favourite memory you'd like to share?**

Thank you for completing this survey.