

30 April 2026

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 and Turner)
which will be held in the Greenwood Room in Hebden Bridge Town Hall on
WEDNESDAY 6 MAY 2026 at 7:30pm

Emma Green
Town Clerk

AGENDA

- 1. APOLOGIES FOR ABSENCE & REASONS**
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 23 FEBRUARY 2026**
To report on matters arising from the minutes of meeting held 23 February 2026 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. MANAGERS REPORT**
To receive a report on operational matters and to decide on actions as appropriate.
- 6. FINANCIAL REPORT**
To receive the financial report and to decide on actions as appropriate (enc).
- 7. REVIEW OF ARRANGEMENTS – UNITS 1&3**
To consider the current lease, VAT arrangements and option to tax, and to decide an appropriate action (enc).
- 8. VISUAL STRUCTURAL SURVEY**
To receive a condition report in respect of the Picture House and decide on actions as appropriate (enc).
- 9. A HERITAGE FIT FOR THE FUTURE**
To receive an update in respect of the application and to decide on actions as appropriate.
- 10. 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 MONDAY 23 FEBRUARY 2026

MINUTES

PRESENT: Councillors: Butterick (Chair), Harvey, & Morse

ABSENT: Councillors: Fraser, Howes & Turner

ALSO: FOPH: M. Woods

Picture House Manager: P Berrisford

HRTC Clerk: E Green

477. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Fraser, Howes & Turner.

Apologies for lateness from Cllr Morse.

478. MEMBERS INTERESTS RELATING TO AGENDA ITEMS

There were no members interests reported at this meeting.

479. MINUTES OF THE MEETING HELD 4 FEBRUARY 2026

There were no matters arising.

480. HBPH – A HERITAGE FIT FOR THE FUTURE

The following documents in relation to the National Lottery Heritage Fund - Development Phase application were reviewed.

- Timetable for the Development Phase
- Risks for the Development Phase
- Timetable for the Delivery Phase
- Risks for the Delivery Phase
- Risks for after the project is completed
- Current Finance
- Detailed Cost Breakdown
- Activity Plan
- Specialist Briefs - Business planning and activity, Design Team, Evaluation consultant, Fundraising consultant, Project Manager, Quantity Surveyor
- Job Description – Engagement Officer
- Evidence of Support from the community
- Architectural Report

- Project Map
- Condition Report
- Ownership Document CMBC Lease
- Ownership Document 2
- Ownership Map
- Business Transfer Agreement
- Photos
- Business Plan
- NLHF Application Form

RESOLVED: To approve the documents for submission to the NLHF in respect of a Development Phase Application to progress the Hebden Bridge Picture House, Heritage Fit for the Future Project. The Business Plan, Activity Plan and Architectural Report will be shared on the website for information.

481. EXCLUSION OF THE PRESS AND PUBLIC

The 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 7:34pm

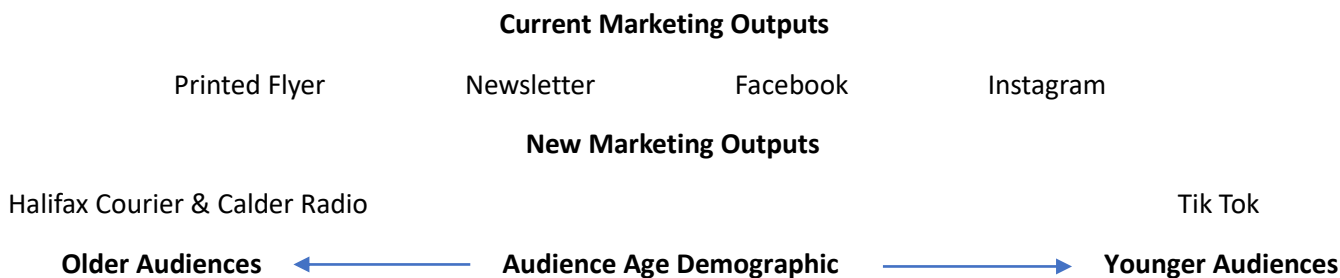
Manager Report – Council Meeting May 2026

TRADING:

As of the end of March 2026, net revenue is £33.5k up on the last financial year. We're 3,221 up on customers through the doors against last financial year- in money terms that's £12,855 up on Box Office Sales & £20,612 up on Retail Sales.

Membership Sales totalled £21,280 for the financial year, that's £5,478 up on last year (£16,400 in 1- Year Memberships)

ATTRACTING NEW AUDIENCES FOR THE NEXT FINANCIAL YEAR



(Supporting materials to tabled at meeting*)

SPECIAL SCREENINGS / COMMUNITY INTEREST

- Fright Night- The Omen on Saturday 25th April = 72
- Film Quiz on Sunday 19th April = 37
- Warm Spaces, Dementia Friendly- Stand by Me on Monday 20th April = 59
- Parent & Baby- Project Hail Mary on Tuesday 14th April = 22
- Friends Visit, Cinema of Sanctuary- Super Mario Galaxy Movie on Saturday 18th April = 118
- Autism Friendly- Super Mario Galaxy Movie on Sunday 19th April = 30
- Film Club- Picnic at Hanging Rock on Saturday 18th = 49
- Paul Merton's Silent Clowns on Sunday 26th April = 267 Admissions = £5.8k in Box Office Sales & £975 in Kiosk Spend

UPCOMING SCREENINGS / COMMUNITY INTEREST

- Film Quiz on Sunday 17th May
- Warm Spaces, Dementia Friendly- The Straight Story on Monday 19th May
- BANFF on Thursday 14th May (they are rebooking for next spring)
- Fright Night- From Dusk Till Dawn on Saturday 30th May
- Talking Pictures have rebooked for next December = £5460 Hire

Hebden Bridge Picture House : Sales analysis based on calendar month sales figures April 2012 to March 2026

(NB from 2012/13-2017/18 data was based on

monthly production reports for 'film months' - either 4 or 5 week film months)

	FY 25/26	FY 24/25	FY 23/24	FY 22/23	FY 21/22	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15	FY 13/14	FY 12/13
FULL YEAR combined box office and kiosk income (net of VAT)	£ 461,787.65	£428,319.47	£408,412.74	£297,013.97	£217,343.18	£4,423.96	£374,601.60	£376,250.76	£366,297.00	£369,599.00	£308,584.50	£324,125.41	£298,477.00	£272,098.00
FULL YEAR average attendance (people per screening / live arts event)	64.1	63.3	72.8	57.8	55.5	73.8	76.4	78.6	77.8	84.2	73.2	80.3	76.6	79.1
Average spend per head at kiosk over year	£ 2.55	£ 2.29	£2.23	£2.14	£1.98	£1.64	£1.75	£1.67	£1.51	£1.28	£1.30	£1.24	£1.23	£1.02

KEY

March 2019 film festival profit split- £3053 of net box office actually belonged to HBFF. March 2019 net box really £22,223

Net Box Office income		NET!														Average
	FY 25/26	FY 24/25	FY 23/24	FY 22/23	FY 21/22	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15	FY 13/14	FY 12/13		
April	£ 23,570.00	£ 25,686.67	£ 19,412.50	£ 13,458.75	Cov-19 closure	Cov-19 closure	22,573	24,690	20,552	15,707	17,341	26,012	13,708	25,018	19,895	
May	£ 23,473.33	£ 17,409.58	£ 15,157.50	£ 15,921.25	Cov-19 closure	Cov-19 closure	18,785	16,593	16,787	13,575	24,121	18,517	13,431	10,986	16,524	
June	£ 28,793.33	£ 14,117.92	£ 11,786.67	£ 12,317.92	2,078	Cov-19 closure	20,668	12,678	15,642	15,130	13,327	13,388	14,854	11,361	13,144	
July	£ 15,899.17	£ 20,280.00	£ 24,639.17	£ 18,844.17	14,856	Cov-19 closure	24,191	15,581	19,527	26,674	29,252	20,517	20,517	15,446	19,496	
Aug	£ 21,098.33	£ 22,926.25	£ 30,927.50	£ 17,708.33	13,755	Cov-19 closure	20,767	25,941	23,946	23,757	17,848	16,588	16,315	19,715	19,634	
Sept	£ 22,660.42	£ 22,632.92	£ 18,665.42	£ 14,004.79	11,654	Cov-19 closure	33,551	18,867	25,326	21,607	17,268	17,693	15,201	19,015	19,419	
Oct	£ 28,796.67	£ 29,517.08	£ 23,254.58	£ 16,684.17	21,540		1,322	25,701	17,290	19,619	26,914	27,855	32,682	16,452	15,598	
Nov	£ 33,699.17	£ 33,520.83	£ 23,955.83	£ 26,932.08	17,228		2,374	24,403	32,263	21,836	24,651	28,239	20,905	30,741	24,092	
Dec	£ 28,306.67	£ 30,785.42	£ 29,970.00	£ 20,076.67	19,954	Cov-19 closure	30,812	29,171	32,596	32,035	23,355	27,160	20,167	16,070	25,140	
Jan	£ 44,805.83	£ 24,300.00	£ 33,654.58	£ 21,187.08	23,756	Cov-19 closure	30,478	36,440	25,437	30,014	18,742	26,266	27,016	19,333	25,867	
Feb	£ 32,675.00	£ 44,070.83	£ 36,580.00	£ 19,217.50	23,207	Cov-19 closure	26,608	29,667	30,039	36,802	16,099	23,275	32,912	26,075	26,390	
March	£ 26,749.57	£ 32,424.58	£ 30,968.33	£ 18,764.92	16,020	Cov-19 closure	9,555	25,276	30,058	29,298	12,590	27,381	18,083	17,690	20,472	
Totals	£ 330,527.49	£ 317,672.08	£298,972.09	£215,117.64	£164,049.58	£3,695.71	£288,092.00	£284,455.29	£281,365.00	£296,164.00	£246,036.50	£259,939.50	£239,397.00	£220,399.00	£228,359.36	
Annual monthly average	£ 27,543.96	£ 26,472.67	£24,914.34	£17,926.47	£13,670.80		£24,007.67	£23,704.61	£23,447.08	£24,680.33	£20,503.04	£21,661.63	£19,949.75	£18,366.58	£21,110.17	

Report now running from 1 April 2018 to 31 March 2019. NB 1-5 April '18 data also within 17-18 'film year'

5 days flood closure 27-31 December 2015, 11 screenings lost

This month's figures include data to 5th April 2018 due to the 'film month' end being Thurs

8 screenings & 1 hire lost due to flooding / weather

25 screenings cancelled due Covid-19 pandemic & low audiences all month

Includes £1802.84 from Film festival

Attendance																Average
	FY 25/26	FY 24/25	FY 23/24	FY 22/23	FY 21/22	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15	FY 13/14	FY 12/13		
April	4562	3585	3097	2328	Cov-19 closure	Cov-19 closure	3,774	5,138	4,155	3,283	3,680	4,366	3,174	5,759	3,962	
May	3681	2719	2410	2610	Cov-19 closure	Cov-19 closure	3,341	3,230	3,358	2,812	4,647	3,491	3,231	2,524	3,249	
June	4512	2253	1622	1984	325	Cov-19 closure	3,197	2,562	3,129	2,930	2,642	2,403	2,880	2,607	2,466	
July	2571	3103	3823	3267	2,477	Cov-19 closure	4,255	2,916	3,952	5,357	5,598	2,932	3,937	3,406	3,810	
Aug	3253	3412	5338	2969	2,344	Cov-19 closure	4,155	5,661	4,929	5,048	3,722	3,643	3,759	4,517	4,075	
Sept	3266	3026	2722	2161	1,805	Cov-19 closure	4,794	3,680	4,420	3,904	3,145	2,921	2,656	4,347	3,383	
Oct	4036	4621	3831	3247	3,631		4,131	3,203	3,969	5,278	5,011	6,397	3,272	3,509	3,804	
Nov	4676	4699	2905	4402	2,844		4,127	5,730	4,288	4,663	5,108	5,191	5,917	5,730	4,386	
Dec	4885	6648	5427	4315	3,129	Cov-19 closure	5,331	5,727	6,401	6,080	4,862	5,340	4,226	3,712	4,912	
Jan	6036	3230	4877	3344	3,484	Cov-19 closure	5,618	6,809	5,444	5,515	3,768	5,491	5,288	4,480	4,924	
Feb	4703	6741	5511	3501	4,167	Cov-19 closure	4,988	5,692	5,962	7,205	3,134	4,689	6,072	6,065	5,148	
March	5388	4311	7544	4218	2,776	Cov-19 closure	1,747	4,703	6,068	5,297	2,659	5,032	3,517	4,043	4,006	
Totals	51569	48348	49,107	38,346	26,982	443	49,458	55,051	56,075	57,372	47,976	51,896	47,929	50,699	44,388	
Annual monthly average	4297	4029	4,092	3,196	2,998		4,122	4,588	4,673	4,781	3,998	4,325	3,994	4,225	4,189	

Report now running from 1 April 2018 to 31 March 2019. NB 1-5 April '18 data also within 17-18 'film year'

5 days flood closure 27-31 December 2015, 11 screenings lost

This month's figures include data to 5th April 2018 due to the 'film month' end being Thurs

8 screenings & 1 hire lost due to flooding / weather

25 screenings cancelled due Covid-19 pandemic & low audiences all month

Includes Film Festival

Number of screenings																Average
	FY 25/26	FY 24/25	FY 23/24	FY 22/23	FY 21/22	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15	FY 13/14	FY 12/13		
April	71	55	59	64	Cov-19 closure	Cov-19 closure	56	66	59	64	50	58	50	62	59	
May	72	59	53	54	Cov-19 closure	Cov-19 closure	56	59	54	49	62	63	63	45	56	
June	61	60	53	54	3	Cov-19 closure	53	56	61	48	43	44	43	44	45	
July	70	70	58	56	54	Cov-19 closure	56	62	59	62	69	47	53	64	58	
Aug	79	94	64	61	55	Cov-19 closure	67	69	69	65	66	66	74	64	66	
Sept	61	56	52	54	51	Cov-19 closure	55	52	65	62	47	47	43	57	53	
Oct	62	55	54	57	54		2	58	50	54	59	63	59	49	50	
Nov	63	64	52	51	52		4	55	56	52	49	48	60	54	49	
Dec	64	67	52	53	53	Cov-19 closure	57	59	71	59	40	47	48	48	54	
Jan	64	63	52	53	56	Cov-19 closure	56	59	52	50	62	57	56	45	55	
Feb	64	57	56	51	54	Cov-19 closure	50	55	56	55	53	50	49	51	52	
March	73	64	70	55	54	Cov-19 closure	28	57	69	59	52	48	44	58	52	
Totals	804	764	675	663	486	6	647	700	721	681	655	646	626	641	581	
Annual monthly average	67	64	56	55	54		54	58	60	57	55	54	52	53	55	

Report now running from 1 April 2018 to 31 March 2019. NB 1-5 April '18 data also within 17-18 'film year'

5 days flood closure 27-31 December 2015, 11 screenings lost

This month's figures include data to 5th April 2018 due to the 'film month' end being Thurs

8 screenings & 1 hire lost due to flooding / weather

25 screenings cancelled due Covid-19 pandemic & low audiences all month

Secondary sales income		NET!														Average
	FY 25/26	FY 24/25	FY 23/24	FY 22/23	FY 21/22	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15	FY 13/14	FY 12/13		
April	£ 10,809.78	£ 8,577.00	£ 6,609.73	£ 5,010.73	Cov-19 closure	Cov-19 closure	7,032	8,148	5,912	4,436	3,812	4,670	3,042	4,887	5,217	
May	£ 8,013.77	£ 6,035.61	£ 4,957.03	£ 6,066.30	Cov-19 closure	Cov-19 closure	5,087	5,000	4,203	2,582	4,973	4,118	3,378	2,451	4,207	
June	£ 10,930.67	£ 5,451.27	£ 4,048.21	£ 4,246.56	491	Cov-19 closure	6,145	5,001	5,156	3,859	3,395	2,711	3,389	2,667	3,706	
July	£ 5,945.72	£ 6,885.43	£ 9,064.89	£ 6,515.89	3,391	Cov-19 closure	6,560	5,078	5,725	7,345	6,726	4,607	3,697	3,384	5,303	
Aug	£ 8,165.06	£ 7,229.08	£ 12,278.86	£ 5,579.29	4,152	Cov-19 closure	7,057	9,041	8,141	6,199	4,020	3,989	4,210	4,095	5,648	
Sept	£ 8,250.11	£ 6,600.79	£ 7,482.56	£ 4,692.09	3,750	Cov-19 closure	8,405	6,343	6,888	4,937	4,251	3,739	3,184	3,754	4,994	
Oct	£ 13,562.39	£ 11,315.93	£ 9,367.83	£ 8,020.78	8,217		333	6,757	6,266	6,300	5,487	7,319	6,723	3,182	5,643	
Nov	£ 11,044.57	£ 10,356.58	£ 6,412.76	£ 8,055.34	5,837		395	6,876	9,156	5,573	5,291	6,458	4,712	5,253	5,722	
Dec	£ 14,252.19	£ 15,409.56	£ 12,876.42	£												