

## HEBDEN ROYD TOWN COUNCIL

### Meeting of the PROJECTS, EVENTS & CHRISTMAS LIGHTING COMMITTEE Held WEDNESDAY, 29 APRIL 2026

#### MINUTES

**PRESENT:** **Councillors:** Hedges (Chair), Hoyle, Macdonald and Turner

**ABSENT:** **Councillors:** Bampton-Smith and Fraser

**ALSO:** **HRTC Deputy Clerk:** E Andrews

**585. To receive apologies and reasons for absence and any substitutions.**  
Apologies were received from Cllr Fraser (Chair) and Bampton-Smith (Deputy Chair), nominations for a Chair for this meeting were sought.

**RESOLVED:** That Cllr Hedges Chair the meeting.

**586. To receive members' interests relating to agenda items for this meeting.**

There were no members interests reported at this meeting.

**587. To report on matters arising from the minutes of meeting held 17 February 2026 not itemised on this agenda.**

There were no matters arising.

**588. BUDGET UPDATE**

Members received information on the current budget

**RESOLVED:** To note the information.

**589. PROJECTS UPDATE**

Members received updates on the following from the Projects & Events Officer and decided on actions as appropriate.

a) **Hebden's Happy Hounds, Saturday 2<sup>nd</sup> May**

As in previous years RSPCA as event partner will be hosting the dog show in Calder Holmes Park, while HRTC will manage the wrap-around event infrastructure alongside the marketplace, hospitality, children's entertainment and host a stall to give away free doggie bags to help promote the message of responsible dog ownership.

It was noted that many of the traders – including charities - are new for this year, meaning there will still be new things for previous attendees to

see and do. The Mayor will judge the class 'Mayor's Choice' in the afternoon. Local police officers and PCSO's have been notified.

Cllrs agreed that it would be good to see how many dogs are entered on the class list, alongside other feedback from attendees on the day.

**RESOLVED:** To note the information.

b) **What's On Hebden Bridge**

Festival functionality

Hebden Bridge Film Festival was the first full festival across multiple sites to make use of the new WOHB festival functionality. It enabled users of WOHB to access the info who may otherwise not of seen it, while equally also driving more traffic to the site. Cllrs expressed their enthusiasm to support other HX7 festivals using the functionality to showcase their programmes and events.

Cllrs suggested a report of usage stats at each meeting would be beneficial, in addition to the Annual Report.

**RESOLVED:** To note the information.

c) **Remembrance Sunday, 8<sup>th</sup> November**

Planning will soon commence for Remembrance Sunday. Owing to a pattern of increasing attendance especially at the Mytholmroyd Service in recent years, costs for a commercially printed Service sheet are to be sought and considered, to help reduce in house production time.

**RESOLVED:** To note the information.

d) **Re-branding of the HRTC Christmas offer.**

Members considered estimates for the rebranding of the HRTC Christmas offer (see minute 454).

**RESOLVED:** To approve expenditure on the rebranding of the Christmas offer estimated at around £1000.

e) **Christmas Grottos**

MCC, Mytholmroyd, Sunday 6<sup>th</sup> December

Town Hall, Hebden Bridge, Saturday 12<sup>th</sup> December

Christmas grottos are booked to take place at the above venues in December, ensuring visiting Santa falls closer to Christmas, unlike in previous years where the grotto has been part of the Christmas lights switch on events which take place in November. Event times and

associated supporter rotas now need to be finalised.

**RESOLVED:** To note the information.

f) **Christmas Lighting**

Members discussed the provision of Christmas lighting including the extension of the scheme in Mytholmroyd as part of the Christmas Light Switch On event, now due to take place at St. Micheal's Church for 2026. St Micheal's or the Enterprise Centre were identified as prominent sites for decoration, with a view that this would add impact to the Mytholmroyd Christmas tree location and enhance the switch on event.

**RESOLVED:** To explore options and obtain costs for lighting decoration schemes on the St. Micheal's Church and Enterprise Centre site.

g) **Christmas Lights Switch On events**

St. Michael's Church, Mytholmroyd, Saturday 21<sup>st</sup> November  
Town Hall, Hebden Bridge, Thursday 26<sup>th</sup> November

Planning is underway for the above events. Following the rebranding of the Christmas offer, the identity of these events will be established along with the programme of activity.

As part of the revised Christmas Lights Switch On events (see minute 454) the provision of an accessible changing place/Mobiloo was considered. Members discussed the previous years' usage stats and the provision of accessible toilets at the venues named above alongside the revised format of the events which will be much shorter in duration with simplified ancillary activity compared with recent previous years.

**RESOLVED:** Accessible changing places provision will not be continued at the the revised Christmas Switch On events owing to their much shorter length and the availability of accessible toilets at both venues. Provision will be reviewed on an ongoing basis for future events hosted by HRTC, with provision decisions based on a combination of event length, scale, location and expected attendance numbers.

h) **Proposed Seasonal activity**

Ice Rink, February Half Term, Sat 13<sup>th</sup> – Sun 21<sup>st</sup>

Members discussed the opportunity to provide a synthetic ice rink activity in the quieter months following the Christmas period aimed at families. While venue availability and cost will determine options, Cllrs expressed an interest in this being available in Hebden Bridge and Mytholmroyd.

**RESOLVED:** To further explore and obtain costs for the provision of an Ice

Rink activity at Hebden Bridge and Mytholmroyd in February 2027,  
including provisional venues and dates.

**590. EXCLUSION OF THE PRESS AND PUBLIC**

There was no resolution to exclude members of the public and press  
under the Public Bodies (Admissions to Meetings) Act 1960.

Meeting finished at 9:10pm