

11 September 2025


Under the Openness of Local Government Bodies Regulations 2014, members of the public, the press or the Council may record, film, photograph or broadcast the meeting whilst it is open to the public.



TO ALL MEMBERS OF THE COUNCIL

Dear Sir/Madam

You are hereby summoned to attend a meeting of the Full Council which will be held in the Council Chamber, Hebden Bridge Town Hall on **WEDNESDAY 17 SEPTEMBER 2025 at 7.30pm.**


Emma Green
Clerk to the Council

This meeting is open to the public unless the Members decide to exclude the public for any exempt or confidential item of business.

AGENDA

1. PUBLIC QUESTION TIME.

HRTC would like to invite public questions for the council. You may attend in person or submit questions electronically to info@hebdenroydtowncouncil.gov.uk no later than 2.00pm on the day of the meeting. A written response will be sent to the questioner.

2. APOLOGIES AND REASONS FOR ABSENCE.

To note apologies for absence and approve the reasons for absence where presented.

3. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS

To receive and note interests relating to the agenda.

4. PLANNING APPLICATIONS

Interested members of the public, if they are present, will be invited to speak followed by Ward Councillors on applications within their ward followed by other Councillors.

- a. **Application 25/00810/LBC** at 19 Lees Road, Hebden Bridge, HX7 8HB for Replacement external handrails (Listed Building Consent). (Birchcliffe ward).

- b. **Application 25/00763/HSE** at 4 Montrose Terrace, Lee Mill Road, Hebden Bridge, HX7 8LH for Replace existing windows and door, reposition and re-size two windows. Two small louvres on external wall for new MVHR system. (Birchcliffe ward).
- c. **Application 25/00350/FUL** at Land Adjacent The Vicarage, Mytholm Bank, Hebden Bridge for New dwelling. (West End ward).
- d. **Application 25/20156/TPO** at Woodentops, Savile Road, Hebden Bridge, HX7 6ND for Fell 7 trees (Tree Preservation Order). (West End ward).
- e. **Application 25/20160/TPO** at Byclough House, Midgley Road, Mytholmroyd, HX7 5QT for Fell one tree (Tree Preservation Order). (White Lee ward).
- f. **Application 25/00855/FUL** at Lyndale, Wadsworth Lane, Hebden Bridge, HX7 8DQ for Replace dilapidated garage with garage/garden room (retrospective). (Birchcliffe ward).
- g. **Application 25/00746/FUL** at Land South East Of 13 Osborne Street, Balmoral Street, Hebden Bridge for Three dwellings (self-build). (Fairfield ward).
- h. **Application 25/00886/HSE** at 12 Balmoral Street, Hebden Bridge, HX7 8BJ for Internal alterations and garden decking. (Fairfield ward).

The Chair proposes 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.

5. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

- ✓ a. Application 25/00405/FUL at Calder High School, Brier Hey Lane, Mytholmroyd, HX7 5QN for Five bay modular classroom building.
- ✓ b. Application 25/00531/HSE at 16 Nest Lane, Mytholmroyd, HX7 5AZ for Single storey rear extension.
- ✓ c. Application 24/00182/FUL at Round Hill Farm, New Road, Cragg Vale, HX7 5TZ for Demolition of existing dwelling and annex, construction of new dwelling and alterations to the existing access.

- ✓ d. Application 25/00577/LBC at The Laithe, Foster Clough, Height Road, Mytholmroyd, HX7 5QZ for Convert detached garage to home office.
- ✓ e. Application 25/00576/HSE at The Laithe, Foster Clough, Height Road, Mytholmroyd, HX7 5QZ for Convert detached garage to home office.
- ✓ f. Application 25/00691/LBC at 21 Lees Road, Hebden Bridge, HX7 8HB for Like for like re-roofing.
- ✓ g. Application 25/00243/FUL at 10 Crown Street, Hebden Bridge, HX7 8EH for Change of use from public house with letting rooms to public house with 16 aparthotel rooms (C1).
- ✓ h. Application 25/20143/TPO at Byclough Cottage, Midgley Road, Mytholmroyd, HX7 5QT for Fell one tree (Tree Preservation Order)

6. HRTC & HBPH STATEMENT OF ACCOUNT

To receive the Statement of Account and to decide on actions as appropriate (to be circulated prior to the meeting).

7. HRTC & HBPH PAYMENT SCHEDULE

To receive schedule, note items of information and to authorise payments totalling £49,363.97. (enc).

8. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK

To receive and decide actions on communications (enc).

- a. Royd Regeneration Update

9. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT

To receive and note the activities of the Mayor (enc).

10. MINUTES OF THE TOWN COUNCIL held 13 AUGUST 2025

To consider minutes and approve as a correct record (enc).

11. MINUTES OF THE PICTURE HOUSE COMMITTEE held 3 SEPTEMBER 2025

To receive minutes for information (Any member may comment on or ask questions regarding the decisions taken to the Chair of the Committee, or in the absence of the Chair the Deputy Chair) (enc).

12. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held on 10 SEPTEMBER 2025

To receive minutes for information (Any member may comment on or ask questions regarding the decisions taken to the Chair of the Committee, or in the absence of the Chair the Deputy Chair) (enc).

13. MEETING DATES 2025/26

To receive updated Meeting Dates 2025/26 (enc).

14. CALDERDALE ENERGY PARK

To receive an update regarding the ongoing survey and in respect of the notification of submission of the Environment Impact Assessment Scoping Report, and the opportunity to respond to the Planning Inspectorate consultation to inform Scoping Opinion to consider the information and decide on actions as appropriate.

15. CHRISTMAS LIGHTING INSTALLATION

Request to suspend Financial Regulation 5.8.

- *The installation is to be undertaken on CMBC assets.*
- *CMBC have followed an appropriate procurement process.*

To consider the quote for the installation of the festive lighting in Hebden Royd and to decide on actions as appropriate.

16. WORKING GROUPS

To receive reports from and to decide on appropriate actions:

- a) Disability Access Forum

17. REPRESENTATIVES TO OUTSIDE BODIES

To receive reports from representatives to outside bodies and other organisations.

18. 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.

Payment and Receipt Schedule
17/09/2025

Hebden Bridge Picture House
Accounts to be Paid

Item	Payee	Details	Invoice No	Amount
a	Calderdale Council	Building Insurance	IN25099721	£8,105.21
b	PPS	Cleaning Supplies	INVKEI-72179	£176.64
c	AX1 Entertainment	Film Royalties	25175	£144.00
d	Curzon	Film Royalties	5249	£194.60
e	Curzon	Film Royalties	5466	£120.00
f	Curzon	Film Royalties	5791	£120.00
g	Dartmouth Films	Film Royalties	DFL3694	£120.00
h	Disney	Film Royalties	2241442	£391.06
i	Disney	Film Royalties	2242299	£350.50
j	Disney	Film Royalties	2244429	£54.80
k	Disney	Film Royalties	2245054	£120.00
l	Dogwoof	Film Royalties	M1006143	£161.35
m	Elysian	Film Royalties	EF-TOTO-610	£120.00
n	Lions Gate	Film Royalties	80208654	£726.40
o	Lions Gate	Film Royalties	80214213	£225.40
p	Lions Gate	Film Royalties	80214040	£120.00
q	Modern Films	Film Royalties	M001506	£87.16
r	Modern Films	Film Royalties	M001507	£102.55
s	Modern Films	Film Royalties	M001508	£120.00
	Modern Films	Film Royalties	M001534	£65.10
	Modern Films	Film Royalties	M001535	£56.35
t	MUBI	Film Royalties	INV-MUK-1164	£384.30
u	MUBI	Film Royalties	INV-MUK-1163	£178.50
v	National Theatre	Film Royalties	SINRNT1034377	£411.40
w	National Theatre	Film Royalties	SINRNT1034624	£2,376.30
x	Paramount Pictures	Film Royalties	R2408087	£140.70
y	Paramount Pictures	Film Royalties	R2405733	£404.40
z	Paramount Pictures	Film Royalties	R2413150	£1,980.00
aa	Paramount Pictures	Film Royalties	R2413151	£498.50
bb	Park Circus	Film Royalties	1414981	£322.60
cc	Park Circus	Film Royalties	1420875	£192.00
dd	Park Circus	Film Royalties	1420852	£192.00
ee	Park Circus	Film Royalties	1422108	£168.00
ff	Picturehouse Entertainment	Film Royalties	21803	£233.10
gg	Sony	Film Royalties	1633348-1	£388.80
hh	Sony	Film Royalties	1634645-1	£187.60
	Sony	Film Royalties	1638121-1	£203.75
ii	Studiocanal	Film Royalties	F0308254	£138.60
jj	TAPE	Film Royalties	1308	£100.00
kk	Universal	Film Royalties	22314746872-1	£873.60
ll	Vertigo	Film Royalties	SI011540	£480.90
mm	Vertigo	Film Royalties	SI011638	£120.00
nn	Jimmy's	Kiosk	INV25606834	£491.53
oo	JL Brooks	Kiosk	640525	£100.82
pp	JL Brooks	Kiosk	641775	£117.90
qq	JL Brooks	Kiosk	643961	£209.89
rr	Just Jennys	Kiosk	8414	£90.00
ss	Just Jennys	Kiosk	8432	£86.40
tt	Leodis Coffee	Kiosk	INV-18788	£309.78
uu	Matthew Clark	Kiosk	3567373	£440.45
	Matthew Clark	Kiosk	3621645	£542.37
vv	Suma	Kiosk	A75357	£294.00
ww	The Buttercup Bakery	Kiosk	No320	£85.60

xx	The Buttercup Bakery	Kiosk	No321	£108.80
yy	The Buttercup Bakery	Kiosk	No322	£108.80
zz	The Buttercup Bakery	Kiosk	No323	£108.80
aaa	Vocation Brewery	Kiosk	147688	£203.28
	Calder Services	Maintenance	11646	£100.00
bbb	Calder Valley Security	Maintenance	17636	£2,490.00
ccc	P&D Builders	Maintenance	04/09/2025	£725.00
ddd	Print Bureau	Office	PB7948	£98.40
eee	Savoy Systems Ltd	Office	C-0925-35	£733.51
fff	JG Harrison	Projection	83738:H	£198.00
ggg	JG Harrison	Projection	83737:H	£185.71
hhh	GenErika	Quiz	Mon, 18th Aug	£100.00
iii	MEP Michael Eyres Partnership	Screen 2	INV008477	£2,400.00
jjj	FCC Environment	Waste Collection	1528400	£763.15

£32,748.36

Direct Debits

a	The Co-operative Bank	Current Account Inv	No123	46.17
b	Croft	Office - Call Charges	55682	155.05
c	O2	Office - Call Charges	39438964	29.62
d	Crown Gas Power	Utilities	3656245	174.33
e	Scottish Power	Utilities	613004934538	£23.14

£428.31

Payments paid by Clerk

a	Disney	Film Royalties	2223402	£1,212.20
b	Sony	Film Royalties	1627590-1	£87.20
c	Universal	Film Royalties	22314736244-1	£730.96
d	Universal	Film Royalties	22314736401-1	£544.96
e	Universal	Film Royalties	22314740181-1	£527.51
f	The Buttercup Bakery	Kiosk	09/07/2025	£189.05
g	Calder Services	Maintenance	11637	53.13

£3,345.01

PAYMENTS

£36,521.68

Authorised by

Councillor	Councillor		Clerk

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Payment and Receipt Schedule
17/09/2025

Hebden Royd Town Council
Accounts to be Paid

Item

no:	Payee	Details	Invoice No	Amount	Cost Centre
a	Business Stream	Water for HH Allotments	8629519	27.92	Local Env
b	Business Stream	Water for HH Allotments	7936487	24.27	Local Env
c	Calder Valley Skip Hire Ltd	Skip for HH Allotments	320817	£201.60	Local Env
d	Calvag	Allotment Equipment	INV-17389	£160.80	Local Env
e	Calvag	Allotment Equipment	INV-17383	£31.20	Local Env
f	EPS	Hire of Equipment for Allotments	119329	£51.73	Local Env
g	Hebden Bridge Community Assoc.	Refreshments for Cllr Training	18206	£36.00	Office
h	Hebden Bridge Community Assoc.	Catering for Mayor Making 20 May	17939	£687.00	Office
i	Hebden Bridge Community Assoc.	Recharges - Data & IT, Phones	18221	£153.00	Office
j	P3	Microsoft 365 Business, Exchange	36284	£177.42	Office
k	Page/ Park	Fee for Buro Happold Recharge	G2299	£4,320.00	Office
l	Peninsula	Employment Services	U005131625	£689.76	Office
m	The Shredding Alliance	Shredding	144247	£66.60	Office
n	Calderdale Council	Hebden's Happy Hounds Event Fee	IN25096213	£30.00	Project & Events
o	DA and FR Gibbon	Watering Hanging Baskets	08-Sep-25	£2,574.00	Project & Events
p	ETEC	Rosettes Happy Hounds	B3900	£52.40	Project & Events
q	Pennine Signs	Printed flags	33632	£348.00	Project & Events
r	The Privacy Worx Ltd	Monthly DPO Fee - August	INV-1591	£936.00	Salaries

£10,567.70

Accounts previously paid by the Town Clerk

a	Amazon	2 x heaters - CVCA	GB56VS6HABEI	£77.88	Community Funding
b	Calderdale Council	Grazing Licence	IN25108376	£221.00	Local Environment
c	Screwfix	Safety Equipment for Allotments	A5300304102	£31.98	Local Environment
d	Steve Tomlin	Deposit for Sything Course JM	Pre 18072025	£100.00	Local Environment

£430.86

Direct Debits

a	Euro Digital Systems	Monthly Network Print Support	150643	£202.13	Office
b	Sage	Chargable period 01-06 to 30-06	635603/2	£1,641.60	Office

£1,843.73

TOTAL PAYMENTS

£12,842.29

Authorised by

Councillor	Councillor		Clerk	Date

ROYD REGENERATION: WINDING UP OF OUR ORGANISATION (please see statement below from our Vice Chair)

From Hazel <hazel@mytholmroyd.me.uk>
Date Fri 2025-08-15 13:10
To Hazel Scriven <hazel@mytholmroyd.me.uk>

Dear all

I think you are all well aware that Royd Regeneration has not been active for a while.

Since Geoff Wood, our Chair, died last year I have tried as Vice Chair, with the help of Nigel (Treasurer) and Hazel (former Secretary), to tie up any loose ends that Geoff was not able to finish. Geoff did attempt to convene an AGM twice but each time we were inquorate. I think this is a sign that Royd Regeneration has run its course as an organisation.

In spite of this we were able to plant a tree in memory of the late Tony Hodgins (former Treasurer) earlier this year. I think we can agree this was a worthwhile project, and recognised his contribution not just to Royd Regeneration but to Mytholmroyd as well.

The remaining issue was the post-flood statue that was to mark the resilience of the people of Mytholmroyd after the floods. This was a long and tortuous process for Geoff, and although planning permission was granted over two years ago it was required again because of a slight change in the location.

The only remaining funds in our account are for the last payment due to the foundry, from monies kept in our account from Community Foundation for Calderdale. After this last payment is made, we agree the time has come to wind up Royd Regeneration.

We have achieved many new initiatives which are now taken up by others. According to our Constitution we have to formally agree to allocate our remaining funds to a similar organisation.

I sought the advice of committee members and they agreed that Royd Regeneration should be wound up, and any surplus funds to go equally to the Station Partnership and the Flood Wardens.

Thank you for all the support in the past and I think we can be proud of our achievements.

I have been proud to have been a part of Royd Regeneration, and although I am now living away from Mytholmroyd I shall wish only good times for the future.

Best wishes.

Val Stevens (Vice Chair)

Royd Regeneration

Hebden Royd Town Council

2025/2026

Mayor & Consorts

Councillor Keith Butterick, Lorna Butterick & Charlotte Butterick

- | | |
|---|--|
| 8. Nagasaki/ Hiroshima Day 2025, to read statement from Mayor of Hiroshima – wavy steps, Hebden Bridge. | Saturday, 9 August 2025 |
| 9. 60 th Twinning Anniversary between St Pol and Warstein - St Pol, France. | Friday, 5 September to
Sunday, 7 September 2025 |

Deputy Mayor & Consort

Councillor Steve Woodhead and Winnie

- | | |
|--|--------------------------|
| 5. Open the Hebden Bridge Camera Club Annual Exhibition – Hebden Bridge Town Hall. | Saturday, 23 August 2025 |
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MEETING of the TOWN COUNCIL
held WEDNESDAY 13 AUGUST 2025 at 7:30PM
HEBDEN BRIDGE TOWN HALL

PRESENT: Councillors – Butterick (Chair), Boden, Boggis, Borrows, Guilfoyle, Hoyle, Howes, Macdonald, Morse, Turner and Woodhead.

ABSENT: Councillors – Bampton Smith, Cammack, Davenport, Fraser, Harvey, Hedges, Young.

MINUTES: HRTC Town Clerk – E Green

MINUTES

147. PUBLIC QUESTION TIME.

There were no questions raised at this meeting.

148. APOLOGIES AND REASONS FOR ABSENCE.

Apologies were received from Cllrs Bampton Smith, Cammack Davenport, Fraser, Harvey, Hedges, Young

149. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.

Cllr Boggis - Item 4e. Non-Pecuniary
Cllr Boden – Item 14. Non-Pecuniary

150. PLANNING APPLICATIONS

a. **Application 25/00691/LBC** at 21 Lees Road, Hebden Bridge, HX7 8HB for Like for like re-roofing. (Birchcliffe ward)
RESOLVED: No objection

b. **Application 25/00585/LBC** at Marsh Grove, Church Bank Lane, Cragg Vale, HX7 5SZ for Replacement windows (Listed Building Consent). (Cragg Vale ward)
RESOLVED: No Objection

c. **Application 25/20143/TPO** at Byclough Cottage, Midgley Road, Mytholmroyd, HX7 5QT for Fell one tree (Tree Preservation Order). (White Lee ward)
RESOLVED: No Objection

d. **Application 25/00328/HSE** at 21 Manor Drive, Dodd Naze, Hebden Bridge, HX7 8DW for Replace and raise existing

roof, add a flat roof dormer to the south (rear) elevation and increase one window width. (Birchcliffe ward)

RESOLVED: No Objection

e. **Application 25/00709/FUL** at Land Adjacent Village Cleaners, George Street, Mytholmroyd for 3 story block of 5 apartments with ground floor parking. (Cragg Vale ward).

RESOLVED: Recommend refusal based on over intensification of the site and lack of consideration in regard to parking and access.

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.

151.

APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC

RESOLVED: To note the information.

152.

HRTC & HBPH STATEMENT OF ACCOUNT**RESOLVED:** To note for information.Date: 12/08/2025
Time: 12:54:17**Hebden Royd Town Council**
Statement of Account

Page: 1

From: Month 1, June 2025
To: Month 1, June 2025

Chart of Accounts:

TOWN COUNCIL [PARTIAL]

	Period				Year to Date			
	Actual	Ratio(%)	Budget	Variance	Actual	Ratio(%)	Budget	Variance
Income								
Precept	0.00	0.00	0.00	0.00	503,359.00	98.74	503,859.00	0.00
Station Road Car Park	0.00	0.00	14,000.00	(14,000.00)	0.00	0.00	14,000.00	(14,000.00)
LE & CE Climate Income	0.00	0.00	0.00	0.00	270.00	0.05	250.00	20.00
Hanging Baskets	366.64	89.80	1,500.00	(1,133.36)	5,212.07	1.16	7,500.00	(1,587.93)
Allotments	0.00	0.00	0.00	0.00	33.33	0.01	0.00	33.33
Projects & Events Income	41.66	10.70	50.00	(8.34)	191.65	0.04	200.00	(8.35)
	408.30	100.00	15,550.00	(15,141.70)	510,266.05	100.00	525,809.00	(15,542.95)
Committees, Projects and Awards								
Awards Service to the community	0.00	0.00	0.00	0.00	28.00	0.01	200.00	172.00
Community Funding	200.00	48.98	23,000.00	(22,800.00)	12,638.40	2.48	35,500.00	(22,861.60)
LE & CE Land & Biodiversity	3,277.62	802.75	3,400.00	(122.38)	2,897.52	0.57	3,700.00	802.43
LE & CE Environmental Projects	0.00	0.00	0.00	0.00	5,000.00	0.98	5,000.00	0.00
LE & CE Hanging Baskets	9,709.00	2,377.91	9,800.00	(91.00)	9,709.00	1.90	9,800.00	91.00
LE & CE Allotments	0.00	0.00	125.00	125.00	0.00	0.00	375.00	375.00
P & E Xmas Lights & Events	13,380.54	3,277.13	15,000.00	(1,619.46)	14,921.54	2.92	15,000.00	78.46
P & E Happy Hounds	0.00	0.00	200.00	200.00	396.00	0.08	200.00	(196.00)
P & E Nine Projects	0.00	0.00	1,500.00	1,500.00	614.00	0.12	4,500.00	3,886.00
P & E Calder Holmes Park	0.00	0.00	1,250.00	1,250.00	0.00	0.00	1,250.00	1,250.00
P & E Dog Waste Provision	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250.00
Remembrance Sunday	1,520.00	372.28	1,500.00	(20.00)	1,520.00	0.30	1,500.00	(20.00)
Twinning	1,677.73	410.91	1,500.00	(177.73)	3,179.88	0.62	3,000.00	(179.88)
	29,764.89	7,299.96	57,275.00	(27,510.11)	50,904.34	9.98	90,275.00	(39,370.66)
Gross Profit/(Loss):	(29,356.59)	(7,199.96)	(41,725.00)	12,368.41	459,361.71	90.02	445,534.00	13,827.71
Administration								
Salaries	19,407.55	4,773.16	21,497.50	(2,089.95)	45,408.67	8.90	64,492.50	19,083.83
HR Support	580.18	142.10	576.00	(4.18)	1,389.18	0.27	1,728.00	338.82
Courses & Training	100.40	24.59	100.00	(0.40)	246.40	0.05	250.00	3.60
Staff Uniforms	0.00	0.00	84.00	84.00	0.00	0.00	252.00	252.00
Office Expenditure	7,510.80	1,839.53	1,166.66	(6,344.14)	10,481.70	2.05	3,500.00	(6,981.70)
Website	0.00	0.00	0.00	0.00	699.96	0.14	500.00	(199.96)
Public Liability Insurance	0.00	0.00	0.00	0.00	4,258.32	0.83	4,000.00	(258.32)
Subscriptions	0.00	0.00	0.00	0.00	1,393.00	0.27	1,500.00	107.00
Bank Charges	31.77	7.78	0.00	(31.77)	101.18	0.02	0.00	(101.18)
Audit	0.00	0.00	0.00	0.00	(3,055.00)	(0.60)	0.00	3,055.00
Election expenses	547.50	134.09	0.00	(547.50)	547.50	0.11	0.00	(547.50)
Clocks	0.00	0.00	0.00	0.00	730.00	0.14	800.00	70.00
Mayors Allowance	208.04	50.95	416.66	(208.62)	1,159.53	0.23	1,250.00	90.47
Hospitality	0.00	0.00	41.66	41.66	0.00	0.00	125.00	125.00
Mayors for Peace	0.00	0.00	250.00	250.00	0.00	0.00	250.00	250.00
Disability Access Forum	0.00	0.00	12.50	12.50	0.00	0.00	12.50	12.50
Transfers to/from reserves	0.00	0.00	0.00	0.00	0.00	0.00	17,665.00	17,665.00
	28,386.34	6,952.30	24,144.98	(4,241.26)	63,360.84	12.42	96,325.00	32,964.56
Net Profit/(Loss):	(57,742.93)	(14,142.26)	(65,869.98)	8,127.15	396,001.27	77.61	349,209.00	46,792.27

Date: 12/08/2025
Time: 12:47:17

HEBDEN BRIDGE PICTURE HOUSE

Statement of Account

Page: 1

From: Month 3, June 2025
To: Month 3, June 2025

Chart of Accounts:

Picture House Partial (Public) [PARTIAL]

	Period				Year to Date			
	Actual	Ratio(%)	Budget	Variance	Actual	Ratio(%)	Budget	Variance
Income								
Ticket sales	29,623.67	67.03	16,527.00	13,096.67	78,492.00	61.56	64,581.00	13,911.00
Kiosk Sales - Food & Beverages	10,920.67	24.71	9,727.06	1,193.61	29,835.34	23.40	29,181.18	654.16
Kiosk Sales - Merchandise	10.00	0.02	0.00	10.00	34.16	0.03	0.00	34.16
Memberships	1,402.00	3.17	875.00	527.00	3,680.00	2.89	2,625.00	1,055.00
Private Hire & parties	700.00	1.58	1,616.00	(916.00)	8,840.00	6.93	4,848.00	3,992.00
Shop Rentals	0.00	0.00	718.00	(714.00)	3,293.40	2.58	4,005.00	(711.60)
Screen Advertising	1,318.12	2.98	800.00	518.12	2,382.14	1.87	2,400.00	(17.86)
Donations received	86.50	0.20	83.00	3.50	312.72	0.25	250.00	62.72
Gift Vouchers sold	130.62	0.30	0.00	130.62	629.70	0.49	0.00	629.70
Bank Interest Received	0.00	0.00	0.00	0.00	0.00	0.00	500.00	(500.00)
	44,191.58	100.00	30,342.06	13,849.52	127,499.46	100.00	108,390.18	19,109.28
Direct Costs								
Royalties	3,831.08	8.67	6,610.80	(2,779.72)	16,982.54	13.32	25,832.40	(8,849.86)
Kiosk supplies - Food & Beverages	656.50	1.49	3,599.01	(2,942.51)	8,084.96	6.34	10,797.04	(2,712.08)
Repairs, Alterations & Maintenance	7.50	0.02	0.00	(7.50)	677.30	0.53	2,750.00	(2,072.70)
	4,495.08	10.17	10,209.81	(5,714.73)	25,744.80	20.19	39,379.44	(13,634.64)
Running Costs								
Energy	96.73	0.11	2,000.00	(1,903.27)	1,562.16	1.23	6,000.00	(4,437.84)
Water	0.00	0.00	339.51	(339.51)	214.06	0.17	1,018.53	(804.47)
Waste & recycling	674.84	1.53	0.00	(674.84)	1,364.80	1.07	500.00	(864.80)
Cleaning Materials & equipment	227.91	0.52	300.00	(72.09)	792.82	0.62	900.00	(107.18)
Projection Equipment	9.99	0.02	0.00	(9.99)	428.64	0.34	250.00	(178.64)
Screen 2 Project	0.00	0.00	7,500.00	(7,500.00)	0.00	0.00	7,500.00	7,500.00
Staff Uniforms	0.00	0.00	100.00	(100.00)	0.00	0.00	200.00	200.00
Buildings Insurance	0.00	0.00	600.00	(600.00)	0.00	0.00	1,800.00	1,800.00
Film Delivery & couriers	0.00	0.00	100.00	(100.00)	0.00	0.00	300.00	300.00
Office Expenses	253.37	0.57	300.00	(46.63)	670.91	0.53	900.00	(229.09)
PRS & PPL Licenses	0.00	0.00	0.00	0.00	128.43	0.10	0.00	(128.43)
Training	0.00	0.00	500.00	(500.00)	0.00	0.00	500.00	500.00
Bank Charges	0.00	0.00	166.00	(166.00)	169.29	0.13	498.00	(328.71)
Box Office Oscar	939.77	2.13	750.00	(189.77)	3,169.65	2.49	2,250.00	(919.65)
	2,156.61	4.88	12,655.51	(10,498.90)	8,500.76	6.67	22,616.53	(14,115.77)
Gross Profit/(Loss):	37,539.89	84.95	7,476.74	30,063.15	93,253.90	73.14	46,394.21	46,859.69
Staff Costs								
Staff Costs	28,200.07	63.81	25,227.94	(2,972.13)	76,963.45	60.36	75,683.79	(1,279.66)
	28,200.07	63.81	25,227.94	(2,972.13)	76,963.45	60.36	75,683.79	(1,279.66)
Net Profit/(Loss):	9,339.82	21.13	(17,751.20)	27,091.02	16,290.45	12.78	(29,289.58)	45,580.03

153.

HRTC & HBPH PAYMENT SCHEDULE**RESOLVED:** to authorise payments totaling £28,070.03.

Payment and Receipt Schedule
13/08/2025

Hebden Bridge Picture House
Accounts to be Paid

Item	Payee	Details	Invoice No	Amount
a	Savoy Systems Ltd	Box Office System - Jul	C-0825-43	£533.57
b	Altitude Film Distribution Ltd	Film Royalties	35748	£942.30
c	Disney	Film Royalties	2232040	£312.00
d	Dogwoof	Film Royalties	M1006050	£269.86
e	Entertainment Film Distr	Film Royalties	405673	£650.20
f	Modern Films	Film Royalties	M001437	£120.00
g	Paramount Pictures	Film Royalties	R2406400	£393.50
h	Park Circus	Film Royalties	1412397	£429.00
i	Park Circus	Film Royalties	1413983	£168.00
j	Park Circus	Film Royalties	1414074	£212.00
k	Park Circus	Film Royalties	1414419	£168.00
l	Park Circus	Film Royalties	1414420	£244.55
m	Picture House Entertainment	Film Royalties	21644	£148.40
n	Trafalgar	Film Royalties	329767	£170.51
o	Trafalgar	Film Royalties	330428	£209.51
p	Vertigo	Film Royalties	S1011283	£254.45
q	Vertigo	Film Royalties	S1011377	£149.80
r	Warner Bros	Film Royalties	23318767	£691.90
s	Eden Farm Hulleys	Kiosk	290885	£283.79
t	Jimmys Products Uk	Kiosk	INV25605947	£390.23
u	JL Brooks	Kiosk	634826	£91.61
v	JL Brooks	Kiosk	637093	£171.76
w	Joseph Dobson	Kiosk	7000004337	£223.34
x	Just Jennys Farmhouse Ice Cream	Kiosk	8390	£133.20
y	Kitwave Turner & Wrights	Kiosk	285409	£426.90
z	Leodis Coffee Ltd	Kiosk	INV-18167	£354.68
aa	Matthew Clark	Kiosk	3416727	£429.94
bb	Matthew Clark	Kiosk	3494072	£812.95
cc	Suma	Kiosk	A68257	£364.32
dd	Suma	Kiosk	A68324	£20.98
ee	The Buttercup Bakery	Kiosk	No316	£85.60
ff	The Buttercup Bakery	Kiosk	No317	£76.60
gg	The Buttercup Bakery	Kiosk	No318	£171.20
hh	The Buttercup Bakery	Kiosk	No319	£65.00
ii	Vocation Brewery	Kiosk	145189	£349.30
jj	PPL PRS	Licence	SIN3094822	£1,316.06
kk	John Baxendale	Maintenance	HBPH210725	£35.00
mm	Print Bureau	Office Poster	PB7762	£24.00
nn	Print Bureau	Office Poster	PB7779	£24.00
oo	Generika	Quiz	Sun, 20 Jul	£100.00
pp	The Manchester Rubber Stamp	Seat Plaque	51777	£21.00

£12,039.01

Direct Debits

a	The Co-operative Bank	Current Acc Invoice	122	38.08
b	Spotify	Music	28/06/25 JM	11.99
c	Spotify	Music	28/07/25 JM	11.99
d	Croft	Office - Call Charges	52534	£152.66
e	Apple	Office - iCloud	2-7463447321	0.99

f	Apple	Office - Icloud	2-7153655104	0.99
g	Apple	Office - Icloud	2-7305634349	0.99
h	Clover	Oscar	4521 JM	£112.17
i	Clover	Oscar	4513 JM	£142.74
j	Clover	Oscar	4521 JM	£144.70
k	Clover	Oscar	4513 JM	£177.62
l	Clover	Oscar Base Service	AVS2517739	£50.40
m	Scottish Power	Utilities - Electric	604004921771	£46.33
n	Crown Gas	Utilities - Gas	3622035	£181.00

£1,072.65

Payments paid by Clerk

a	Universal	Film Royalties	22314729777-1	£436.70
b	Happy Valley Pride	Return on Hire	INV-111	£5,320.00
c	Post Office	Petty Cash	May June JM	£197.73
d	Post Office	Petty Cash	Jun Jul JM	194.79
e	Amazon	Promotional items	GB50002UCZBX31	£39.99
f	Amazon	Promotional items	GB50002VCZBX31	£20.99
g	Amazon	Promotional items	GB50002RCZBX31	£22.99
h	Amazon	Promotional items	GB50002SCZBX31	£17.99
i	Amazon	Promotional items	GB56KTF6ABEI	£12.22
j	Amazon	Promotional items	GB56KBRGABEI	£6.10
k	Amazon	Promotional items	GB56KTLZABEI	£33.98
l	Amazon	Promotional items	GB5000DNTTV6NI	£6.64
m	Amazon	Promotional items	GB50022MYVX2FI	£10.46
n	Gear4Music	Projection Equipment	M12314012	£1,054.00
o	Native Space	Office Cloud	383449	£729.42

£7,374.58

PAYMENTS

£20,486.24

Payment and Receipt Schedule 13/08/2025

Hebden Royd Town Council Accounts to be Paid

no:	Payee	Details	Invoice No	Amount	Cost Centre
a	Hebden Bridge Community Assoc	Room Hire - June/ July Invictus	18207	£46.08	Community Funding
b	Calderdale Council	CREDIT	IN25028173CR	-£1,000.00	Local Env
c	Calvag	First Aid Kits	INV-17148	£48.00	Local Env
d	Neil Diment	High Hirst at Hay Time Activities	Inv 25/01	£639.14	Local Env
e	Paul Knights	HH Meadows History Walk	20250701	£40.00	Local Env
f	Steve Tomlin	Scything Course	18072025	£100.00	Local Env
g	SLCC	Membership Fee	MEM255447-1	£27.50	Membership
h	Hebden Bridge Community Assoc.	Recharges Data & Phone	18169	£75.00	Office
Item	P3	Microsoft Business	35853	£177.42	Office
j	The Shredding Alliance	Shredding	142387	£59.88	Office
k	DA Gibbon	Watering Hanging Baskets July	5th August 2025	£1,980.00	Project & Events
l	P&D Builders	Inspect Hanging Basket Brackets	13/06/2025	£418.00	Project & Events
m	The Fire Man Dave	Circus Skills Workshop HH	1437	£375.00	Project & Events
n	Pennine Signs	Banner for HH	33554	48.00	Project & Events
o	The Privacy Worx	Monthly DPO July	INV-1531	£216.00	Salaries
p	Irregular Arts	Training session	HRTC-01	£300.00	Staffing/Training
q	NALC	Event booking	INV-00765	£42.00	Staffing/Training
r	SLCC	National Conference	BK222259-1	£859.20	Staffing/Training
s	SLCC	National Conference	BK222258-1	£549.60	Staffing/Training
t	SLCC	Qualification Fee	QL207719-1	£144.00	Staffing/Training

£5,144.82

Accounts previously paid by the Town Clerk

a	Amazon	Brown Paper Bags HH	GB56PRJDABEI	£12.49	Happy Hounds
b	Amazon	Treats for bags HH	GB504JYNEA8MjI	£21.48	Happy Hounds
c	Amazon	Wekam	GB55WP17ABEI	£19.56	Office
d	Amazon	Storage Boxes	GB55791TABEI	£68.31	Office
e	Julie Winham	Internal Audit	2025-8	£1,424.85	Office

£1,546.69

Direct Debits

a	Peninsula	Employment Services	U005082842	£689.76	Staffing
b	Euro Digital Systems	Monthly Print	148835	£172.90	Office
c	O2	Line rental charges	38883165	£29.62	Office

£892.28

TOTAL PAYMENTS

£7,583.79

154. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.

To receive and decide actions on communications (enc).

- a. Heptonstall Exhibitions Representatives

RESOLVED: That Cllr K Macdonald will be the representative.

155. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT

Cllr Woodhead spoke about the civic responsibility of the work of the Mayor and the Deputy Mayor and how this felt particularly relevant during the Yorkshire Day celebrations, hosted by Bradford City Council.

156. SCHEME OF DELEGATION & TERMS OF REFERENCE

A Scheme of Delegation for Hebden Royd Town Council, was considered, along with Terms of References for committees that do not have regular scheduled meetings.

- a. Scheme of Delegation
b. Appeals Committee
c. Grievance Committee
d. Twinning Committee

RESOLVED: To adopt the Scheme of Delegation and Terms of Reference. The adopted Scheme of Reference will supersede all other protocols and ways of working.

157. CONSIDERATION OF MOTION APPROVED 16.07.25

Cllr Boden presented a motion for consideration by the council.

The motion was moved and seconded but was not supported at the vote.

Cllr Guilfoyle requested a recorded vote.

In support of the motion: Cllrs: Boden, Borrowes

Against the motion: Cllrs Butterick, Turner, Morse, Hoyle, Howes, Guilfoyle, Macdonald, Woodhead.

Abstention: Cllr Boggis

158. SURVEY ON PROPOSED WINDFARM

A proposed survey as per minute 64 was considered, to gather the views of local residents in specific respect of the proposed Calder Energy Park and to decide on actions as appropriate.

RESOLVED: To approve the survey as proposed using question 1 short version. And to circulate as soon as possible.

159. MINUTES OF THE TOWN COUNCIL held 16 JULY 2025

RESOLVED: Approve as a correct record

160. MINUTES OF THE STAFFING COMMITTEE held 22 JULY 2025

Cllr Boden raised questions on guidance received in the Staffing minutes and requested that further information be supplied. Cllr Boden shared with the council that she had submitted a full Subject Access Request.

RESOLVED: To note for information.

161. MINUTES OF THE PROJECT & EVENTS COMMITTEE held on 30 JULY 2025

RESOLVED: Correct record.

162. MINUTES OF THE LOCAL ENVIRONMENT & CLIMATE COMMITTEE held on 5 AUGUST 2025

Move as a correct record and approve the recommendations.

163. MINUTES OF THE PICTURE HOUSE COMMITTEE held on 6 AUGUST 2025

RESOLVED: To note for information.

164. WORKING GROUPS

No reports.

165. REPRESENTATIVES TO OUTSIDE BODIES

Cllr Macdonald – Hebden Royd Business Forum – shared that there were plans for the Business Forum and Town Council to consider working together on projects such as the banners as per Project & Events Committee. This approach was welcomed by the Business Forum. To note for information. It was also reported that signage will be considered and that there may be funding available from WYCA to support this. They are also considering a Halloween window dressing campaign. More than 40 businesses have now responded to their survey and the business forum will be analyzing this information in due course.

166. 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 during consideration of items of a confidential nature.

11

HEBDEN ROYD TOWN COUNCIL

**Meeting of the PICTURE HOUSE COMMITTEE
Held WEDNESDAY 3 SEPTEMBER 2025**

MINUTES

PRESENT: Councillors: Butterick (Chair), Fraser, Harvey, Howes, Morse, Turner, and Young.

Also: Maggie Woods – Fiends of the Picture House
Picture House Manager: P Berrisford

HRTC Clerk: E Green

167. APOLOGIES FOR ABSENCE

There were no apologies received at this meeting.

168. MEMBERS INTERESTS RELATING TO AGENDA ITEMS

There were no members interests reported at this meeting.

169. MINUTES OF THE MEETING HELD 6 AUGUST 2025

There were no matters arising

170. FRIENDS OF THE PICTURE HOUSE

It was reported that the most recent Making Friends screening was the Smurfs which was enjoyed by all. The Making Friends kitchen project has relocated to Todmorden Collage, and they are looking at how they can increase participation.

Wainsgate Chapel is now a Place of Sanctuary, and the Friends are looking forward to some joint working

It is Heritage Open Day on 20 September, all councillors welcome.

RESOLVED: To note the information

171. HBPH MANAGERS REPORT

It was reported that we are tracking over 3384 customers up, with and increase on the previous year of £24,633 on box office and £11,166 on retail.

The range of special screenings was reported including film quiz, fright nights, 50th anniversary of Rocky horror show,

A number of special screenings are scheduled, and two significant private hires are booked for later in the year.

Recent trading has been difficult over the school holidays owing to a lack of children's content, and hot summer, but the cinema remains in a positive position.

Wicked and Downton Abbey are forecast to generate good revenues.

Cllr Harvey shared that it is testament to Pete and the team on the range of films and progress made.

Pete acknowledges the work of team members in particular those who go above and beyond for such as Fright Night and Quiz Night.

RESOLVED: To note the information and to thank the Picture House Manager and his team for their continued efforts.

172. FINANCIAL REPORT

The Clerk shared the updated forecast which outlines the income against cost. It was suggested that £10,000 of the budgeted £30,000, earmarked for the project be transferred at this time to support the increase costs in respect of the project.

RESOLVED: to note the information and to transfer of £10,000 from earmarked reserves to the current account.

173. HBPH – A HERITAGE FIT FOR THE FUTURE

The Clerk presented information in respect of the project this included the survey for public consultation and a set of revised FAQs that will be published on the website and will also form an information sheet for staff.

The committee were updated that a children's engagement activity was underway with children being given the opportunity to colour in a picture and tell us why they love HBPH. This was proving very popular.

The Development Application will be ready for a February submission.

RESOLVED: to approve the survey and FAQs with the amends discussed and to note the information.

174. 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 8:45pm

HEBDEN ROYD TOWN COUNCIL

**MEETING of the STRATEGY & REVIEW COMMITTEE
held Tuesday, 10 September 2025**

MINUTES

PRESENT Councillors; Butterick, Fraser, Guilfoyle, and Woodhead

Town Clerk: E Green

175. To elect a Chair and Deputy Chair for the Strategy & Review Committee for the council year 2025-26.

RESOLVED: unanimously that Cllr Butterick be Chair of the Strategy & Review Committee for the council year 2025/26.

RESOLVED: unanimously that Cllr Woodhead be Deputy Chair of the Strategy & Review Committee for the council year 2025/26.

176. To receive apologies for absence and any substitutions.
Apologies were received from Cllr Morse.

177. To receive members interests relating to agenda items for this meeting.
There were no members interests reported at this meeting.

178. MINUTES OF THE MEETING HELD 7 MAY 2025
Minute 527 - Budget - The clerk reported that the budget setting process for the year 2026-27 was now being considered and that input from councillors on this would be welcomed.
RESOLVED: to arrange a separate meeting of this committee to focus wholly on the budget.

179. TERMS OF REFERENCE
The terms of reference were reviewed.
RESOLVED: to recommend that the Terms of Reference are adopted.

180. MEMBERSHIP OF THE COMMITTEE
The membership of the committee was discussed.
RESOLVED: to recommend that Cllrs Hedges, Morse and Turner sit on the committee.

181. GENERAL DATA PROTECTION REGULATIONS - COMPLIANCE & POLICY
Further to minute 529 (24/25) of the Strategy & Review Committee and minute 28 (25/26) of the Full Council. Quotes for the undertaking of

Compliance, Policy and DPO support had been obtained from three suppliers with costs as outlined (Exc VAT):

Supplier 1 - £4,500 for compliance plus £2160 annually for set time DPO services.

Supplier 2 - £7740 annually for set time DPO services and compliance

Supplier 3 - £1500 for set time DPO services and compliance gap analysis. Plus £395 per day.

Following meetings with each of the providers and considering their expertise in local government in particular and after refereeing this back to the Strategy & Review Committee for input the clerk appointed supplier 1 - Privacy Worx.

As the Town Councils Data Protection Officer, Privacy Worx have issued compliance documents to support the Town Council and have offered advice or responded as appropriate on a number of Data Subject Access Requests (DSARs) and Freedom of Information Request (FOIs).

DSARs requested of HRTC since appointment	-	3
FOIs requested of HRTC since appointment	-	5

Costs to date are:

£4500.00	- Compliance
£540.00	- DPO Support
£2160.00	- additional support
Total	- £7200.00

The Committee reviewed a range of documents that have been produced in respect of compliance.

RESOLVED: to note the appointment and costs to date, and the benefit to the council with regard to the significant increase in volume of FOIs and DSARs being made to the council.

To approve the costs and ongoing resource utilising the expected underspend within the salaries budget.

To approve documentation as amended and the circulation of this to staff, acknowledging that appropriate training is to take place in due course.

182.

RECORDING OF HRTC MEETINGS

A set of guidelines were proposed for the effective recording of Town Council meetings.

RESOLVED: To adopt the guidelines, and that the clerk is to seek costs for appropriate equipment to enable Town Council meetings to be recorded and shared.

183. CIVILITY & RESPECT PLEDGE

The committee considered the benefits of signing up to the Civility & Respect Pledge.

RESOLVED: to review this at the next meeting of this committee.

184. INVESTMENTS & RESERVES

Following the adoption of the Investments and Reserves policy the clerk shared information on the CCLA Public Sector Deposit Fund.

RESOLVED: To approve that the clerk approach CCLA for further details in respect of the account and processes and to report back to the next meeting.

185. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: There was no motion to exclude the press and public.

Meeting finished at 8:45pm.

13

Hebden Royd Town Council - Meeting Dates 2025/26

As adopted: 19.03.25

Week Commencing	Date		Week Commencing	Date	
JANUARY 2025			NOVEMBER		
06-Jan	Tue 7	Picture House	3-Nov	Wed 5	Strategy & Review (2)
06-Jan	Wed 8	Project & Events	10-Nov	Wed 12	Picture House (6)
13-Jan	Tues 14	Staffing	17-Nov	Mon 17	DAF (4)
	Wed 15	Strategy & Review		Wed 19	FULL COUNCIL (6)
20-Jan	Wed 22	FULL COUNCIL (BUDGET SETTING)	24-Nov	Wed 26	Strategy & Review (3)
27-Jan	Mon 27	Staffing	DECEMBER		
FEBRUARY			01-Dec	Wed 3	Picture House (7)
03-Feb	Wed 5	Picture House	08-Dec	Wed 10	Community Funding (3)
10-Feb	Wed 12		15-Dec	Wed 17	FULL COUNCIL (7)
17-Feb	Wed 19		22-Dec	Wed 24	
24-Feb	Wed 26	FULL COUNCIL	29-Dec	Wed 31	
MARCH			JANUARY 2026		
3-Mar	Wed 5	Local Environment	05-Jan	Wed 7	Picture House (8)
10-Mar	Tue 11	Picture House	12-Jan	Wed 14	Strategy & Review (4)
	Wed 12	Community Funding	19-Jan	Mon 19	DAF (5)
17-Mar	Wed 19	FULL COUNCIL		Wed 21	FULL COUNCIL (8)
24-Mar	Wed 26		26-Jan	Wed 28	Staffing (5)
31-Mar	Tues 1	Picture House	FEBRUARY		
APRIL			02-Feb	Wed 4	Picture House (9)
7-Apr	Tues 8	Staffing	09-Feb	Wed 11	Projects & Events (5)
14-Apr	Wed 16	Project & Events	16-Feb	Wed 18	FULL COUNCIL (9)
21-Apr	Tue 22	Picture House	23-Feb	Wed 25	Local Environment (3)
	Wed 23	ANNUAL TOWN MEETING & FULL COUNCIL	MARCH		
28-Apr	Wed 30	Local Environment	02-Mar	Wed 4	Picture House (10)
MAY			9-Mar	Wed 11	
5-May	Wed 7	Strategy & Review	16-Mar	Mon 16	DAF (6)
12-May	Wed 14	Picture House		Wed 18	FULL COUNCIL (10)
19-May	Tue 20	ANNUAL MEETING OF THE TOWN COUNCIL	23-Mar	Wed 25	Community Funding (4)
26-May	Wed 28	FULL COUNCIL	30-Mar	Tues 31	ANNUAL TOWN MEETING
JUNE			APRIL		
02-Jun	Wed 4	Picture House (1)	06-Apr	Wed 8	Picture House (11)
09-Jun	Wed 11	Projects & Events (1)	13-Apr	Wed 15	FULL COUNCIL (11)
16-Jun	Mon 16	DAF (1)	20-Apr	Wed 22	Staffing (6)
	Wed 18	FULL COUNCIL (1)	27-Apr	Wed 29	Projects & Events (6)
23-Jun	Wed 25	Community Funding (1)	MAY		
30-Jun	Wed 2	Staffing (1)	4-May	Wed 6	Picture House (12)
JULY			11-May	Tues 12	ANNUAL MEETING OF THE TOWN COUNCIL
07-Jul	Tues 8	Staffing (2)		Wed 13	Strategy & Review (5)
	Wed 9	Picture House (2)	18-May	Mon 18	DAF (7)
14-Jul	Wed 16	FULL COUNCIL (2)		Wed 20	FULL COUNCIL
21-Jul	Mon 21	DAF (2)	25-May	Wed 27	Local Environment (4)
	Tues 22	Staffing (3)	Full Council: Every 3rd Wed 7:30pm - Council Chamber		
28-Jul	Wed 30	Projects & Events (2)	Community Funding: Wed 6.30pm - Greenwood & Chamber		
AUGUST			Local Environment: Wed 7.30pm - Greenwood Room		
04-Aug	Tues 5	Local Environment (1)	Project & Events: Wed 7.30pm - Greenwood Room		
11-Aug	Wed 6	Picture House (3)	Picture House: Wed 7.30pm - Greenwood Room		
18-Aug	Wed 13	FULL COUNCIL (3)	Strategy & Review: Wed 7:30pm - Greenwood Room		
	Mon 18		Staffing: Wed 7:30pm - Greenwood Room		
25-Aug	Wed 27		Twinning: Mon 2.30pm - Council Chamber		
SEPTEMBER			DAF: 3rd Mon 2:30pm - Remote/Terrace Rm		
01-Sep	Wed 3	Picture House (4)	<i>Note: Cost of Living Crisis & Twinning arranged when required.</i>		
08-Sep	Wed 10	Strategy & Review (1)	<i>Extra Meetings may be scheduled at the discretion of the Meeting Chair and the Town Clerk.</i>		
15-Sep	Mon 15	DAF (3)	■ School Holidays		
	Wed 17	FULL COUNCIL (4)	NB: Calderdale MBC Cabinet Meeting Date, 14 May 2025		
22-Sep	Tues 23	Projects & Events (3)	Upcoming HRTC Events		
	Wed 24	Community Funding (2)	Happy Hounds: Saturday, 13 September		
29-Sep	Wed 1	Picture House (5)	Remembrance Sunday: Sunday, 9 November		
OCTOBER			Myth Light Switch On: Sunday, 23 November		
06-Oct	Wed 8	Projects & Events (4)	HB Light Switch On: Thursday, 27 November		
13-Oct	Thur 16	FULL COUNCIL (5)			
20-Oct	Wed 22	Staffing (4)			
27-Oct	Wed 29	Local Environment (2)			

Update on Calderdale Energy Park – Scoping Report Submission

From info@calderdaleenergypark.co.uk <info@calderdaleenergypark.co.uk>

Date Mon 2025-09-01 14:17

To info@calderdaleenergypark.co.uk <info@calderdaleenergypark.co.uk>

Dear Councillors,

I'm writing to update you on an important milestone for Calderdale Energy Park.

We have now submitted our Environmental Impact Assessment (EIA) Scoping Report to the Planning Inspectorate, marking the next step in the development of our proposed renewable energy scheme at Walshaw Moor in Calderdale, West Yorkshire.

The EIA Scoping Report sets out the topics and methods that will guide the Environmental Impact Assessment. This ensures that any future proposals are informed by robust evidence and expert input.

It's important to emphasise that this is not a planning application at this stage. No final decisions have been made regarding the number, location or design of wind turbines or associated infrastructure.

The purpose of this stage is to define what environmental studies are needed and how they should be carried out.

The Planning Inspectorate will consult statutory bodies such as Natural England, the Environment Agency and Calderdale Council among others. Their feedback will help shape a formal Scoping Opinion, which will confirm the scope of the environmental studies and guide the EIA process, including the preparation of an Environmental Statement as part of the DCO application.

Key topics to be studied include:

- Biodiversity
- Ornithology
- Hydrology, hydrogeology, geology & peat
- Buried Heritage
- Historic environment
- Landscape and visual impacts
- Access, traffic & transport
- Carbon & climate change
- Noise & vibration
- Air quality
- Human health
- Socio-economics, land use, tourism & recreation
- Aviation & radar

- Shadow flicker

These studies will take several months to complete. Following this, we will carry out a statutory consultation, giving communities and stakeholders the opportunity to review and comment on the detailed proposals, including a Preliminary Environmental Information Report (PEIR), before the DCO application is submitted.

We would like to thank everyone who took part in our recent non-statutory consultation. More than 1,000 responses were received and this feedback is already helping to shape the project.

We will share the Scoping Opinion provided by the Planning Inspectorate on our website once it is available. You can also review the Programme Document which has now been uploaded to <https://www.calderdaleenergypark.co.uk/document-library/> and provides our latest anticipated timescales for the DCO process.

Calderdale Energy Park presents an unrivalled opportunity to support the UK's renewable energy transition and contribute to the Government's Net Zero 2050 target.

We will continue to engage positively with the local community as we work to deliver this project of national significance, which is essential for the UK's future energy security and climate change ambitions.

If you have any queries please call our project information line on 01422 702506 during office hours.

Yours sincerely,



Christian Egal
Project Director
Calderdale Energy Park



Planning Inspectorate Arolygiaeth Gynllunio

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Environmental Services
Operations Group 3
Temple Quay House
2 The Square
Bristol, BS1 6PN

Customer Services: 0303 444 5000
e-mail: calderdaleep@planninginspectorate.gov.uk

Your Ref:

Our Ref: EN0110023

Date: 1 September 2025

Dear Sir/Madam

Planning Act 2008 (as amended) and The Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 (The EIA Regulations) – Regulations 10 and 11

Application by Calderdale Wind Farm Limited (the applicant) for an Order granting Development Consent for the Calderdale Energy Park (the proposed development)

Scoping consultation and notification of the applicant's contact details and duty to make available information to the applicant if requested

The proposed development is a Nationally Significant Infrastructure Project (NSIP), as defined in the Planning Act 2008 (as amended). A summary of the NSIP planning process can be found at the following link:

['Nationally Significant Infrastructure Projects: The stages of the NSIP process and how you can have your say'](#).

The proposed development is currently in the pre-application stage.

Environmental Statement (ES) and the scoping process

To meet the requirements of The EIA Regulations, applicants are required to submit an ES with an application for an order granting development consent for any NSIP likely to have a significant effect on the environment. An ES will set out the potential impacts and likely significant effects of the proposed development on the environment. Schedule 4 of The EIA Regulations sets out the general information for inclusion within an ES.

The applicant has asked the Planning Inspectorate on behalf of the Secretary of State for its written opinion (a Scoping Opinion) as to the scope, and level of detail, of the information to be provided in the ES relating to the proposed development. The applicant has set out its proposed scope of the ES in its Scoping Report which is published on the 'Find a National Infrastructure Project' website:

<https://national-infrastructure-consenting.planninginspectorate.gov.uk/>



<https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN0110023>

Alternatively, you can use the following direct link:

<https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN0110023/documents>

Before adopting a Scoping Opinion, the Planning Inspectorate must consult the relevant 'consultation bodies' defined in The Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 (as amended).

The Planning Inspectorate has identified you as a consultation body which must be consulted before adopting its Scoping Opinion. The Planning Inspectorate would be grateful if you would:

- inform the Planning Inspectorate of the information you consider should be provided in the ES, or
- confirm that you do not have any comments

If you consider that you are not a consultation body as defined in The EIA Regulations please let us know.

The deadline for consultation responses is **29 September 2025**. The deadline is a statutory requirement and cannot be extended. Any consultation response received after this date will not be included within the Scoping Opinion but will be forwarded to the applicant for information and published on our website as a late response.

The Planning Inspectorate on behalf of the SoS is entitled to assume under regulation 10(11) of The EIA Regulations that you do not have any comments to make on the information to be provided in the ES, if you have not responded to this letter by the deadline above.

To support the smooth facilitation of our service, we strongly advise that any responses are issued via the email identified below rather than by post. Responses to the Planning Inspectorate should be sent by email to calderdaleep@planninginspectorate.gov.uk.

Please note that your response will be appended to the Scoping Opinion and published on our website consistent with our openness policy.

Please also note that this consultation relates solely to the ES scoping process. Further opportunities for you to engage with and provide views on the project more generally, will arise through the applicant's own consultation. Applicants have a duty to undertake statutory consultation and are required to have regard to all responses to their statutory consultation.

Scoping Opinion

The Planning Inspectorate (on behalf of the Secretary of State) must adopt a Scoping Opinion within 42 days of receiving a scoping request. The Scoping Opinion will be published on the relevant project page of the 'Find a National Infrastructure Project' website at the end of the statutory period, or before if applicable.

The applicant must have regard to comments made within the Scoping Opinion and the ES submitted with the future application must be based on the most recently adopted Scoping Opinion.

Applicant's name and address

<https://national-infrastructure-consenting.planninginspectorate.gov.uk/>

As the Planning Inspectorate has been notified by the applicant that it intends to prepare an ES, we are also informing you of the applicant's name and address:

Calderdale Wind Farm Limited
C/o Enshore Subsea Limited
Port of Blyth, South Harbour
Blyth, Northumberland
NE24 3PB
info@calderdaleenergypark.co.uk

Regulation 11(3) duty

You should also be aware of your duty under regulation 11(3) of The EIA Regulations, if so requested by the applicant, to make available information in your possession which is considered relevant to the preparation of the ES.

Spatial data

The applicant has provided the Planning Inspectorate with spatial data for the purpose of facilitating the identification of consultation bodies to inform a Scoping Opinion (as set out in our Advice Page 'Nationally Significant Infrastructure Projects - Advice Note Seven: Environmental Impact Assessment: process, preliminary environmental information and environmental statements', available on the gov.uk website). Requests by consultation bodies to obtain and/or use the spatial data to inform its consultation response should be made directly to the applicant using the contact details above.

If you have any queries, please do not hesitate to contact us.

Yours faithfully

Katherine King

**Katherine King
Senior Environmental Advisor
on behalf of the Secretary of State**

This communication does not constitute legal advice.
Please view our [Privacy Notice](#) before sending information to the Planning Inspectorate.

<https://national-infrastructure-consenting.planninginspectorate.gov.uk/>

Telephone:
Email:
Date: Thursday, 11 September 2025



Via e-mail
emma.green@hebdenroydtowncouncil.gov.uk

Strategic Infrastructure
Halifax Town Hall
Crossley Street
HX1 1UJ

Festive Lighting 2025-2026- HEBDEN BRIDGE & MYTHOLMROYD

Dear Emma,

We writing to confirm that Calderdale Council can arrange and deliver the festive lighting service works in your area for the upcoming festive period. As per last year, the full cost of this will need to be covered by the local community, as the Council no longer have a budget for festive lighting. A breakdown of the estimated cost is shown below:

Hebden Bridge Breakdown of costs		Mytholmroyd Breakdown of costs	
General Costs	£1,207.28	General Costs	£211.04
Installing of thirty-eight column mounted decorations, seven cross street decorations, one building covered decoration (Picture House) and decoration of tree	£8,537.85	Installing of eight-teen column mounted decorations and decoration of tree	£1,492.43
Energy costs	£417.00	Energy costs	£290.00
Consumer Prices Index (CPI) inflation rate + Price index uplift to the current contract approx	7%	Consumer Prices Index (CPI) inflation rate + Price index uplift to the current contract approx	7%
Supplying and installation of tree	£1,500	Supplying and installation of tree	£1,500
Total cost	£12,354.18	Total cost	£3,629.22

Please note that the cost reflects an increase this year, due to the Consumer Prices Index (inflation rate) and a contractual price index uplift in line with our current contract.

At this stage, the Council is still considering how to proceed in relation to communities using their own contractors for Festive lighting installations. We will be in touch once a decision has been made, and further information is available. I confirm it is unlikely the council will allow a third party to work public assets.

Adrian Gill

Assistant Director, Strategic Infrastructure

Please confirm if you would like us to proceed with providing the service.



Inclusive
Employers



If you have any questions, please don't hesitate to get in touch.

Yours Sincerely,

Bona Matturi BEng (Hons.), B.Arch, MSc., CEng., MICE
Corporate Lead (Design & Asset)

Adrian Gill
Assistant Director, Strategic Infrastructure

