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PROJECTS, EVENTS & CHRISTMAS LIGHTING COMMITTEE
held TUESDAY, 13 OCTOBER 2026
GREENWOOD ROOM, HEBDEN BRIDGE TOWN HALL

PRESENT
Councillors Hedges, Fraser, Hoyle and Turner

Minutes Deputy Clerk - E Andrews

ABSENT
Councillors Parry

MINUTES

26(PE)298	**1.**	**To receive apologies and reasons for absence and any substitutions.** Apologies were received from Cllr. Parry who was attending another meeting, and from Cllr. Macdonald who was erroneously invited having left the Committee earlier in the year.
26(PE)299	**2.**	**To receive members' interests relating to agenda items for this meeting.** There were no members interests reported at this meeting.
26(PE)300	**3.**	**To report on matters arising from the minutes of meeting held 22 July 2026 not itemised on this agenda.** There were no matters arising
26(PE)301	**4.**	**BUDGET UPDATE 26/27 & CONSIDERATION FOR 27/28** Members received a budget update for the current year and proposed expenditure. **RESOLVED:** To note the information. The Projects & Events Officer provided an overview of expected expenditure for the period 27/28 based on the current programme and current delivery capacity, accounting for inflation. Options for diversifying, developing, reducing and

		expanding the Christmas Lighting, projects and events offer were discussed at length. The following action areas were identified: **RESOLVED:** Participation in, or support for, the upcoming #HerVote100 programme, a centenary national celebration and recognition of women's suffrage and the 1928 right to vote was raised as a potential project area for 27/28, with budget allocation to be identified. **RESOLVED:** Costs for the development and ongoing delivery and management of WOHB CRM engagement campaigns, specifically, newsletters, mailing lists and other targeted comms are to explored on both a 1 and 1.5 day per week basis. **RESOLVED:** To refine the complete budget request in due course.
26(PE)302	**5.**	**CHRISTMAS LIGHTING PROGRAMME EXTENSION OPTIONS: MYTHOLMROYD & CRAGG VALE** Members received detailed findings and recommendations from the Officer concerning the ongoing Christmas Lighting Programme, including extension options in Mytholmroyd & Cragg Vale. **RESOLVED:** Owing to health and safety concerns, use limitations and overall low impact in relation to cost, it was decided that investigations into lighting options at, or in the immediate vicinity of, St. Micheal's Church, Mytholmroyd, should not be pursued any further at this time. **RESOLVED:** Members approved expenditure totaling £1,302.39 on a Christmas Tree unit, to be located at St. John the Baptist in the Wilderness, Cragg Vale. Following this initial cost, the unit will be appended to the annual Christmas Lighting Programme going forward. **RESOLVED:** Members approved expenditure of up to £3500 on the extension of the extant highways lamppost banner lighting units, subject to agreement with CMBC Christmas Lighting install contractors. This will extend the Burnley Road scheme.
26(PE)303	**6.**	**PROJECT UPDATES 2026-27** Members received an update on the following projects: a) **Remembrance Sunday, project update**

Event planning is well underway with final details being established for delivery. Meetings with the respective Churches have taken place, Service sheet information is being compiled and event coordination with local groups and CMBC. The Mayor will lay wreaths for HRTC at the Hebden Bridge and Mytholmroyd Services.

RESOLVED: To note the information.

b) **Christmas Lighting Programme & Christmas Trees**

The programme is due to start being installed from early November.
As per item 4, min. 26(PE)301 the Committee are pleased to be able to bring new additions to the scheme this year for the benefit of residents and visitors alike.

RESOLVED: To note the information.

c) 'A very Valley Christmas'

i) Press release (enc)

A second press release with further event detail is to follow in the lead up to the Christmas Lights Switch-On

ii) Branding

The revised Christmas events branding is to be released via. upcoming comms soon after Remembrance Sunday.

iii) WOHB branding integration

To be rolled out alongside the above.

RESOLVED: To note the information.

d) WOHB – Exhibitions Feature & Draft Annual Report

The capability to list exhibitions on the platform is now live.
The draft Annual Report was discussed alongside suggestions ideas for optimising Picture House integration.

	RESOLVED: To note the information. **e) Christmas Lights Switch On events – Mytholmroyd & Hebden Bridge** Event elements are in place and to be shared with the public in more detail in upcoming comms. **RESOLVED:** To note the information. **f) Santa's Grotto events - Mytholmroyd & Hebden Bridge** Event elements are in place and to be shared in more detail in upcoming comms. i) Gift wrapping dates Date(s) to be established by Members and booked in by the Projects & Events Officer. ii) Santa **RESOLVED:** To note the information. **g) February Half Term 2027 Ice Rink Proposal** For February 2027 half term activities will be delivered at Mytholmroyd Community Centre and Hebden Bridge Town Hall with the aim to provide fun, free of charge entertainment for families and young people. The activities will be different at each site and on different days to diversify and spread the offer, and encourage cross-site visiting. **RESOLVED:** To note the information. **h) Hebden's Happy Hounds - Provisional date, 15 May 2027** **RESOLVED:** To note the information.
26(PE)304	**7. HRTC Projects & Events feature at Calderdale Council Events Roadshow** **RESOLVED:** To note the information.
26(PE)305	**8. 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.

Meeting finished at 9:20pm