15 July 2026

To Members of the Council

Dear Sir/Madam

You are hereby summoned to a meeting of the **TWINNING COMMITTEE**
(Cllrs: Parry, Cammack, Fraser, Trickett)
which will be held in the Greenwood Room in Hebden Bridge Town Hall on
Wednesday 22 July 2026 at **7:30pm**

[redacted]

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 1 JUNE 2026
To report on matters arising from the minutes of meeting held 1 June 2026 not itemised on this agenda. (enc)

4. PRIORITIES & TERMS OF REFERENCE FOR THE TWINNING COMMITTEE
To consider the priorities and Terms of Reference for the Twinning committee, the budget requirements for the 2027-28 budget, and the three-year forecast to 2031.

5. 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 Bridge Town Hall
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TWINNING
held MONDAY 1 JUNE 2026 at
GREENWOOD ROOM, HEBDEN BRIDGE TOWN HALL

PRESENT	
Councillors	Cammack, Parry, Turner and Trickett
Also	Jane Jackson – Hebden Bridge Twinning Society
Minutes	Bryony Moore – Communications and Engagement Coordinator
ABSENT	
Councillors	Cllr Fraser

MINUTES

26(T)043	**1. Election of Chair and Deputy Chair of the Twinning Committee for the council year 2026-27.** **RESOLVED:** that Cllr Parry be Chair of the Twinning Committee for 2026 - 27. **RESOLVED:** that Cllr Trickett be Deputy Chair of the Twinning Committee for 2026 - 27.
26(T)044	**2. Apologies for Absence and any substitutions.** There were no apologies for absence at this meeting.
26(T)045	**3. Members` Interests relating to agenda items for this meeting.** There were no members interests reported at this meeting.
26(T)046	**4. Matters arising from Minutes of Meeting held 22 January 2024 not itemised on this Agenda.** It was suggested that the most recent previous Minutes from a quorate meeting (8th March 2021) be reviewed at the next meeting. A request was put forward to open up the Committee to further membership in order to make quorate meetings more attainable.
26(T)047	**5. Arrangements for Civic Welcome (Friday 5th June 2026, 10:30am) and Civic Function (Saturday 6th June 2026, 7:30pm**). The running order and content of both events was discussed and finalized. It was confirmed that Cllr Turner would give a welcome address and chair the Open Debate, with support from Cllr Trickett as translator.

	Guests from Warstein and their hosts in Hebden Bridge will attend, alongside Chairs of HRTC Committees. At the Civic Function on Saturday 6th June, Cllr Turner to deliver a welcome and closing address, with translation support from Cllr Trickett. Cllr Parry also to attend.
26(T)048	**6. 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 8:15pm.

Hebden Royd Town Council

TWINNING COMMITTEE
TERMS OF REFERENCE

Membership: 4 Councillors and Ex-officio

Non-councillor: Up to three members of the Hebden Bridge Twinning Society

Quorum: Three Town Councillors with voting rights

Meetings: Four meetings per year (or as required)

1. Introduction

1.1 To establish regular and effective communication with the existing twinning groups and the representatives of the twin towns of St Pol Sur Turnoise and Warstien, and to foster a positive and collaborative relationship with them.

1.2 To raise awareness and understanding of the history, culture, and achievements of the twin towns among the residents and businesses of Hebden Royd, and to celebrate the diversity and commonalities that link them.

2. Membership

2.1 The Twinning Committee shall consist of four Town Councillors to be elected annually at the first meeting following the Annual Meeting of the Town Council.

2.2 The Mayor is Ex-Officio on this Committee

2.3 Three members of the Committee shall constitute a quorum.

2.5 The Chair and Deputy-Chair are to be elected annually at the first meeting of this Committee (Following the Annual Meeting of the Town Council) and shall hold office for the council year.

2.6 In the event of the resignation, disqualification, or death of a Councillor during the year any vacancy on the Twinning Committee will be filled at the next meeting of the Full Council.

2.7 Substitutions are permitted in the event of a member's absence from a meeting of the Twinning Committee. The member unable to attend must arrange their own substitution and notify the Town Clerk by 5pm on the day of the meeting.

3. Meetings

3.1 Meetings will be called as required in accordance with planned Twinning activities and events.

3.2 Public notice of meetings shall be given in accordance with Schedule 12, Paragraph 10(2) of the Local Government Act 1972.

4. Documentation

4.1 Minutes of all meetings will be recorded by the Town Clerk and circulated for information at Full Council meetings.

4.2 Reports, documents and correspondence relating to this Committee are available to Full Council on request.

4.3 All correspondence shall be conducted through the Town Clerk.

5. Scope

5.1 Work in partnership with the Hebden Bridge Twinning Society.

5.2 Publicise and promote Hebden Royd 's twinning relationships to residents and businesses to secure greater interest and engagement.

5.3 Enhance our existing Twinning arrangements to maximise the benefits for Hebden Royd residents.

5.4 Make recommendations to the Council on any future formal twinning arrangement or similar link.

5.5 Consider opportunities to deliver economic, educational, cultural and sporting benefits to Hebden Royd through twinning arrangements, including in terms of tourism and inward investment.

6. Review

6.1 The Twinning Committee's Terms of Reference are to be reviewed annually at the first meeting of the Twinning Committee following the Annual Meeting of the Town Council, or in response to changes in legislation or practice.