

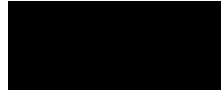
06 October 2026



To Members of the Council

Dear Sir/Madam

You are hereby summoned to a meeting of the **TWINNING COMMITTEE**
(Cllrs: Parry (Chair), Cammack, Fraser, Trickett, and Turner)
which will be held in the Council Chamber in Hebden Bridge Town Hall on
MONDAY 12 OCTOBER 2026 at 6:30pm



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 3 SEPTEMBER 2026**
To report on matters arising from the minutes of meeting held 3 September 2026 not itemised on this agenda (enc).
- 4. TERMS OF REFERENCE**
To review the Terms of Reference as amended for information (enc).
- 5. COMMUNICATIONS**
 - a. Stadt Warstein Europe Festival
- 6. PRIORITIES & BUDGET SETTING**
To consider the priorities of the Twinning Committee and associated budget request for 2027-28 (enc).
- 7. 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.

TWINNING
held THURSDAY 3 SEPTEMBER 2026 at
GREENWOOD ROOM, HEBDEN BRIDGE TOWN HALL

**PRESENT
Councillors**

Parry (Chair), Cammack, Fraser, Turner and Woodhead.

Minutes

E Green

**ABSENT
Councillors**

Trickett

MINUTES

26(T)163	1. APOLOGIES FOR ABSENCE & REASONS There were no apologies received at this meeting
26(T)164	2. MEMBERS INTERESTS RELATING TO AGENDA ITEMS There were no members interests reported at this meeting.
26(T)165	3. MINUTES OF THE MEETING HELD 1 JUNE 2026 There were no matters arising.
26(T)166	4. TERMS OF REFERENCE The Terms of Reference were considered and discussed. RESOLVED: recommend the following changes: In respect of 1.1 - to amend the wording to reflect the Town Councils as the twinned organisations. In respect of 2.1 - to permit up to seven Councillors to sit on the Committee In respect of 3.1 - to have four set meetings per year In respect of 4.1 - to include 'or other officer' In respect of 5.1 - to include 'or other interested local groups. Cllr Tuner Was nominated to join the committee. RESOLVED: To recommend that Cllr Turner be elected to the Twinning Committee

5. PRIORITIES & TERMS OF REFERENCE FOR THE TWINNING COMMITTEE

The priorities for the Twinning committee, in respect of the budget requirements for the 2027-28 budget, and the three-year forecast to 2031 were considered.

Details discussion centered around the value of Twinning and how the Town Council ensures that it remains relevant to the wider community.

- International relations / civic diplomacy — twinning's original post-WWII purpose (building relationships between nations to prevent future conflict), which some members felt remains relevant, and which they argued only really works as a council-to-council relationship.
- Community enrichment / tangible local benefit — the council's role should be judged on what it demonstrably brings to residents of Hebden Royd specifically, and that if a clear, demonstrable community benefit can't be shown, the council's financial and officer commitment should be reconsidered.

Discussions took place regarding to youth-focused exchanges — Scouts, junior/brass band exchanges, and a past girls' football tournaments, which have made a difference, in contrast to adult social/hospitality trips increasingly described as the same relatively small group of people repeatedly visiting the same host families.

It was noted current curriculum shifts (away from French/German language teaching, toward Spanish) have weakened the previous school-based exchange link, though re-approaching the school was seen as worth pursuing if a genuinely interested staff champion could be found.

Officer capacity for direct delivery (e.g. organising a youth football tournament from scratch) is genuinely limited — the council's role was framed as offering support, contacts, and comms help rather than full organisation.

Other ideas raised for making twinning more visible and relevant

- A public, openly-promoted 'Twinning Day' — potentially timed around future visits rather than isolated to the visiting group.
- Themed film screenings (e.g. French and German films) at the Picture House.
- Reinstating clear 'twinning with...' signage on routes into town.

	• Using existing recurring town events (the Christmas market, other markets) as a platform to promote twinning and sell or showcase produce from the twin towns. • A possible new connection via Calderdale's own mayoralty, after a conversation revealed the current Mayor of Calderdale has an active personal interest in twinning and would welcome closer working, despite the borough's own formal twinning links having largely lapsed. RESOLVED: • To Clarify the true anniversary calendar and forward visit schedule with the Clerk, and confirm Warstein's plans for the 2027 event. • Liaise with the Twinning Society about its own plans for 2027 and beyond. • Explore whether renewed interest exists at the school for a language/exchange link, contingent on finding a staff champion.
26(T)168	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. RESOLVED:

Meeting finished at 7:30pm



TWINNING COMMITTEE TERMS OF REFERENCE

- Membership:** 7 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 town councils 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 Seven members of the Committee shall constitute a quorum.
- 2.4 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.
- 2.5 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.
- 2.6 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 There will be four scheduled meetings per year.
- 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 or other officer 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 and other interested groups.
- 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.

Hebden Royd Town Council

Budget Request Form 26-27

Purpose and completion: Use this form when a committee requests a budget allocation from Full Council during the annual budget-setting process. The committee officer should complete it in consultation with the committee chair and provide sufficient evidence for the request to be assessed. A proposal that does not originate from a committee must be supported by at least three HRTC councillors, whose names must be included below.

Committee and proposal details								
1	Committee requesting the budget Committee name: <i>or</i> Proposal title Provide a short, descriptive title:							
3	Lead officer and committee chair Lead officer: Committee chair: If this is not a committee proposal, list at least three supporting HRTC councillors:							
Budget Request								
4	Total amount requested Amount: £ Financial year(s) to which the request relates: Is the request one-off or recurring?							
5	Purpose and intended outcomes Explain what the funding will be used for, the need it will address and the outcomes or benefits expected for the Council and community.							
6	Cost breakdown List the main cost items and show how the total in question 4 has been calculated. Include any estimates, quotations, staff or volunteer time, third-party costs, contingency, ongoing commitments and expected income or match funding. For committee requests please attach the proposed committee budget. <table border="1" style="width: 100%; margin-top: 20px; border-collapse: collapse;"> <tr> <th style="width: 33%; text-align: left; padding: 5px;">Cost item</th> <th style="width: 33%; text-align: left; padding: 5px;">Basis or supplier</th> <th style="width: 34%; text-align: left; padding: 5px;">Amount (£)</th> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td>£</td> </tr> </table>		Cost item	Basis or supplier	Amount (£)			£
Cost item	Basis or supplier	Amount (£)						
		£						
7	Evidence and consultation							

	Summarise the evidence supporting the request. This may include community need, consultation findings, statistical information, previous Council activity, learning from similar projects and advice from HRTC officers or external specialists.
Delivery and governance – for proposals that are not already linked to a committee	
8	Delivery plan and timescale Identify who will deliver the proposal, key milestones, the expected start and completion dates, and the anticipated life of the project or service.
9	Ongoing costs and future budget implications State any maintenance, staffing, renewal or other future costs, and explain how these will be funded.
12	Committee approval Date approved by the committee: Minute reference:
Declaration and submission	
Name(s) of person or people completing the form:	
Date submitted:	
Additional information may be attached as appendices.	
This form will be considered by the HRTC Strategy and Review Committee as part of the annual budget-setting process before any recommendation is made to Full Council.	