

**MEETING of the TOWN COUNCIL**  
**held WEDNESDAY 7<sup>th</sup> FEBRUARY 2024 at**  
**HEBDEN BRIDGE TOWN HALL**

**MINUTES**

**PRESENT** Councillors: Hayes (Chair), Boggis, Boden, Butterick, Cammack, Davenport, Guilfoyle, Fraser, Hedges, Howes, Hoyle, Matthias, McNicholas, Morse & Needham.

**Town Clerk** - Jason Boom

**365. PUBLIC QUESTION TIME.**  
No questions were asked of the council.

**366. APOLOGIES FOR ABSENCE.**  
Cllrs Bampton Smith & Harvey.

**367. MEMBERS' INTERESTS' RELATING TO AGENDA ITEMS.**  
None were declared at this time.

**368. PLANNING APPLICATIONS**

- a. **Application 23/01279/FUL** at The South Bank, Stubbing Drive, Hebden Bridge, HX7 6LU for Change of use from workshop [E(c)(iii)] to holiday let (C1). (Fairfield ward).  
It was moved by Cllr Fraser  
Seconded by Cllr Guilfoyle and  
**RESOLVED: NO OBJECTION.**
- b. **Application 23/01269/HSE** at 23 Eaves Avenue, Hebden Bridge, HX7 6DJ for Two storey rear extension, front porch and associated landscape works to facilitate safe access and use. (West End ward).  
It was moved by Cllr Needham  
Seconded by Cllr Guilfoyle and  
**RESOLVED: RECOMMEND REFUSAL** due to the overlooking of adjacent properties and the over intensification of the proposal.
- c. **Application 24/00015/FUL** at Land South East of Weatherhill Top Farm, Cobby Nook Lane, Cragg Vale for Conversion of Stables to Dwelling. (Cragg Vale ward).  
It was moved by Cllr Butterick  
Seconded by Cllr Davenport and  
**RESOLVED: RECOMMEND REFUSAL** due to the loss of this recently constructed and evidenced needed agricultural building. The proposal is inappropriate for use as a dwelling and is clearly 'planning by stealth' in the opinion of this council.
- d. **Application 23/01294/FUL** at Yorkshire Water Authority, Red Acre Lane, Mytholmroyd, HX7 5DQ for Construction of MCC Kiosk. (Caldene ward).  
It was moved by Cllr Boggis  
Seconded by Cllr Davenport and  
**RESOLVED: NO OBJECTION.**

**Note:** Cllr Butterick declared an interest in the next item.

- e. **Application 23/00579/RES** at Rocklands, Scout Road, Mytholmroyd, HX7 5JR for Construction of thirteen dwellings (Reserved matters pursuant to 19/01024/OUT). (Cragg Vale ward).  
It was moved by Cllr Butterick  
Seconded by Cllr Guilfoyle and  
**RESOLVED: RECOMMEND REFUSAL** due to the lack of amenity space within the site, poor vehicular ingress and egress of the site and a general over intensive use of a site that sits close to a primary school. This close proximity to the primary school is of concern when considering the traffic issues already mentioned. The stability of the site and the new proposals regarding gabion construction to the east of the site also give cause for concern.
- f. **Application 21/00642/FUL** at Land Rear Of 1 To 11 The Woodlands, Palace House Road, Hebden Bridge for Residential development of two dwellings. (Fairfield ward).  
It was moved by Cllr Guilfoyle  
Seconded by Cllr Fraser and  
**RESOLVED: RECOMMEND REFUSAL** due to the inadequate treatment of the discharge of water, the discharge strategy is not satisfactory and would give rise to flooding of adjacent properties..

It was moved by Cllr Hedges  
Seconded by Cllr Boggis and

**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.

**369. APPLICATIONS FOR PLANNING PERMISSION GRANTED BY CALDERDALE MBC**

It was moved by Cllr Boggis  
Seconded by Cllr Guilfoyle and  
**RESOLVED:** to note the information.

**370. HRTC & HBPH PAYMENT & RECEIPT SCHEDULE**

It was moved by Cllr Boggis  
Seconded by Cllr Howes and  
**RESOLVED:** to receive the schedule, note items of information and to authorise payments totalling £62,824.69.

**371. COMMUNICATIONS FROM THE TOWN MAYOR AND THE CLERK.**

To receive and decide actions on communications.

- a. Verbal advice on CMBC Arrangements regarding Neighbourhoods & Community Engagement in Hebden Royd.

It was moved by Cllr Hayes  
Seconded by Cllr Fraser and

**RESOLVED:** to write to Jae Campbell to thank him for the service he has given to the people of Hebden Royd whilst employed by Calderdale MBC in many wide and varied roles.

- 372. ANNUAL TOWN MEETING**  
It was moved by Cllr Boggis  
Seconded by Cllr Needham and  
**RESOLVED:** to adopt the recommendations of the report and arrange the Annual Town Meeting for the 3<sup>rd</sup> April at Hebden Bridge Town Hall starting at 6.30pm.
- 373. MAYOR'S REPORT/DEPUTY MAYOR'S REPORT**  
It was moved by Cllr Hayes  
Seconded by Cllr Boggis and  
**RESOLVED:** to accept the report on the Mayors recent activities including the awarding of book vouchers generously donated by the Warsteiner Europa Friends (WEF) from our twin town of Warstein.
- 374. MINUTES OF THE TOWN COUNCIL held 10<sup>th</sup> January 2024**  
It was moved by Cllr Boden  
Seconded by Cllr Matthias and  
**RESOLVED:** to approve the amended minutes as a correct record. For clarity in minute 334 full council will meet on the third **WEDNESDAY** of the month.
- 375. MINUTES OF THE STRATEGY & REVIEW COMMITTEE held 17<sup>th</sup> January 2024**  
The Mayor and the Town Clerk explained the proposed council structure and the recommendation that committee membership be increased to seven councillors per committee from the start of the new council year in May 2024.  
The Mayor spoke to the recommendations as outlined in the minutes which included the recommended HRTC Budget for 2024/25 and the precept requirement to meet the proposed budget.  
It was moved by Cllr Butterick  
Seconded by Cllr Fraser and  
**RESOLVED:** To endorse recommendations therein and approve as a correct record.
- 376. HEBDEN ROYD TOWN COUNCIL BUDGET 2024/25**  
It was moved by Cllr Butterick  
Seconded by Cllr Fraser and  
**RESOLVED:** To agree the budget for Hebden Royd Town Council for 2024/25..
- 377. HEBDEN ROYD TOWN COUNCIL PRECEPT 2024/25**  
It was moved by Cllr Boden  
Seconded by Cllr Hedges and  
**RESOLVED:** to unanimously agreed to set the precept for the Council year 2024/25 at £468,706.00.
- 378. NOTES FROM THE TWINNING COMMITTEE MEETING held 22<sup>nd</sup> January 2024**  
The notes were accepted a s true record.

Apologies were received from councillors who were unable to attend.

**379. MINUTES OF THE STAFFING COMMITTEE held 24<sup>th</sup> January 2024**  
Cllr Needham presented the minutes and explained the recommendations therein, reminding Councillors of the need for retaining confidentiality when considering staffing arrangements.

It was moved by Cllr Hoyle

Seconded by Cllr Matthias and

**RESOLVED:** To endorse recommendations therein and approve as amended, as a correct record.

**380. MINUTES OF THE PROJECTS & EVENTS COMMITTEE held 31<sup>st</sup> January 2024**

It was moved by Cllr Fraser

Seconded by Cllr Davenport and

**RESOLVED:** to accept the minutes as a true record.

**381. REPRESENTATIVES TO OUTSIDE BODIES**

Cllr Guilfoyle reported on the Youth and Young Peoples sub group which had been established at the last meeting of the Town Council. She advised that Cllr Butterick had also joined the group to offer advice and support.

The meeting was advised that this group had inviting service providers to a scoping session, hopefully to be held on the 5<sup>th</sup> March. Cllr Guilfoyle updated the meeting that Youth House was no longer a target for use and that an opportunity at Hebden Bridge Train Station was being explored with the Northern Powerhouse continuing to explore opportunities at the former Holme Street Arts centre.

The sub group is developing its proposals which will be brought back to the Town Council for consideration at a future date.

Cllr Boden reported on the work her and Cllr McNicholas had undertaken to support community cohesion in Hebden Royd and will report back as their plans develop regarding marking the Trans Day of Visibility on the 31<sup>st</sup> March 2024.

Meeting finished at 8.35pm.



**Payment and Receipt Schedule**  
**07.02.24**

**Hebden Royd Town Council**  
**Accounts to be Paid**

<b>Item no:</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Cost Centre</b>	<b>Payment Method</b>
a	HBCA	Data & IT	117.00	Office	BACS
b	HBCA	Room Hire - Retrofit	360.00	Climate Emergency	BACS
c	M'royd Comm Centre	Room Hire - C & K	120.00	Youth Emp Support	BACS
d	M'royd Comm Centre	Room Hire - C & K Final	480.00	Youth Emp Support	BACS
e	Euro Digital	Photocopying	119.94	Office	BACS
	Living Wage				
f	Foundation	Annual fee	158.40	Office	BACS
g	Print Bureau	Form design	48.00	Office	BACS
h	Juiced	Website/Comm Calendar	400.00	Website	BACS
I	P3	IT Support	135.06	Office	BACS
j	P3	Computer	634.80	Office	BACS
k	Carolyn Warren	Accounts Support	280.00	Accounts Support	BACS
			<b>2,853.20</b>		

**Accounts previously paid by the Town Clerk**

a	Carbon Coop	Retrofit Event	450.00	Climate Emergency	BACS
b	G- Wiz Entertainment	LUTV	3,480.00	Christmas Events	BACS
c	HB Junior Band	LUTV	100.00	Christmas Events	BACS
d	Ukrainian Choir	LUTV	100.00	Christmas Events	BACS
e	Print Bureau	Pumpkin Festival	79.20	Events	BACS
f	Print Bureau	HH Flyers	73.20	Climate Emergency	BACS
			<b>4,130.00</b>		

**Community Funding Awards**

a	Hebden Bridge Film Festival		5,000.00	Community Funding	BACS
b	Hebden Bridge Arts		4,900.00	Community Funding	BACS
c	Happy Valley Pride		5,000.00	Community Funding	BACS
			<b>14,900.00</b>		

**Card Transactions Processed 1.12.23 - 31.12.23**

See Schedule

**4,808.19**

**TOTAL PAYMENTS**

**26,691.39**

**Hebden Bridge Picture House****Accounts to be Paid**

<b>Item no:</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Cost Centre</b>	<b>Payment Method</b>
a	A24	Film Royalties	343.44	Royalties	BACS
b	Disney	Film Royalties	136.85	Royalties	BACS
c	Lionsgate	Film Royalties	821.03	Royalties	BACS
d	MUBI	Film Royalties	470.93	Royalties	BACS
e	MUBI	Film Royalties	120.00	Royalties	BACS
f	Mubi	Film Royalties	346.15	Royalties	BACS
g	Park Circus	Film Royalties	120.00	Royalties	BACS
h	Sony	Kiosk Supplies	750.37	Kiosk	BACS
i	Trafalgar	Kiosk Supplies	190.01	Kiosk	BACS
j	Verve	Kiosk Supplies	175.34	Kiosk	BACS
k	Warners	Kiosk Supplies	518.52	Kiosk	BACS
l	JL Brooks	Kiosk Supplies	119.65	Kiosk	BACS
m	Butternut Bakery	Kiosk Supplies	85.60	Kiosk	BACS
n	Butternut Bakery	Kiosk Supplies	117.80	Kiosk	BACS
o	Butternut Bakery	Kiosk Supplies	85.60	Kiosk	BACS
p	Jimmys Popcorn	Kiosk Supplies	779.96	Kiosk	BACS
q	Just Jennys	Kiosk Supplies	90.00	Kiosk	BACS
r	Suma	Kiosk Supplies	64.77	Kiosk	BACS
s	Suma	Kiosk Supplies	316.51	Kiosk	BACS
t	Vocation	Kiosk Supplies	326.46	Kiosk	BACS
u	Ashton Electrics	Electrical Service	638.40	Build Main	BACS
v	Business Stream	Water Supply	1518.92	Utilities	BACS
w	Calder Valley Security	CCTV Repair	54.00	Build Main	BACS
x	Clifford Cooper	Surge Protection	483.00	Build Main	BACS
y	Clifford Cooper	Annual Service	538.20	Build Main	BACS
z	Croft	Broadband	84.12	Office	BACS
aa	Dove & Bear	Uniforms	841.00	Office	BACS
bb	Print Bureau	Posters	48.00	Office	BACS
cc	O2	Managers Mobile	25.33	Office	BACS
dd	P & B Builders	Gutter Maintenance	300.00	Build Main	BACS
ee	JDF RS Ltd	Screen Two Sampling	3174.00	Screen Two	BACS
			<b>13,683.96</b>		

**Accounts paid by the Clerk**

<b>Item no:</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Cost Centre</b>	<b>Payment Method</b>
a	Conic	Film Royalties	309.76	Royalties	BACS
b	Dogwood	Film Royalties	120.00	Royalties	BACS
c	National Theatre	Film Royalties	865.15	Royalties	BACS
d	Paramount	Film Royalties	130.60	Royalties	BACS
e	Park Circus	Film Royalties	192.00	Royalties	BACS
f	Park Circus	Film Royalties	120.00	Royalties	BACS
g	Park Circus	Film Royalties	2,190.83	Royalties	BACS
h	Park Circus	Film Royalties	275.10	Royalties	BACS
i	Sony	Film Royalties	2,325.25	Royalties	BACS
j	Studio Canal	Film Royalties	159.78	Royalties	BACS
k	Universal	Film Royalties	238.66	Royalties	BACS
l	Warners	Film Royalties	4,170.37	Royalties	BACS

m	Butternut Bakeries	Kiosk Supplies	627.00	Kiosk	BACS
n	Jimmys	Kiosk Supplies	243.76	Kiosk	BACS
o	JL Brook	Kiosk Supplies	106.22	Kiosk	BACS
p	Just Jennys	Kiosk Supplies	175.20	Kiosk	BACS
q	Matthew Clark	Kiosk Supplies	906.48	Kiosk	BACS
r	Suma	Kiosk Supplies	124.20	Kiosk	BACS
s	Suma	Kiosk Supplies	154.10	Kiosk	BACS
t	Turner & Wright	Kiosk Supplies	617.17	Kiosk	BACS
u	Rosse	Fire Alarm	147.93	Build Man	BACS
v	Savoy	Merchant Services	1,160.02	Bank	BACS
w	WCS Group	Hygiene Services	467.04	Build Man	BACS
x	Cathedral	Hygiene Services	225.11	Build Man	BACS
y	PPS	Cleaning Equipment	303.18	Cleaning	BACS
z	PRS	Royalties	1,384.70	Royalties	BACS
aa	Print Bureau	Screen Two Flyer/Poster	443.80	Screen Two Film	BACS
bb	POS Yorkshire	Film Transport	198.00	Delivery	BACS
			<b>18,381.41</b>		

**Card Transactions Processed 1.12.23 - 31.12.23**

See Schedule

4,067.93

**4,067.93**

**TOTAL  
PAYMENTS**

**36,133.30**