

SUMMONS

The **monthly** meeting of the Parish Council will be held
at **Heptonstall Social & Bowling Club**, Acre Lane, Heptonstall
on **Tuesday 03 February 2026** commencing at **7.30 p.m.**

AGENDA

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

Members' Disclosable Pecuniary or other Interests relating to Agenda items for this meeting: to be declared prior to consideration of the appropriate item

1. **Apologies of absence and reasons: to note apologies and consider whether any reasons are 'Approved Reasons for Absence'**
2. **Declarations of Interests (existence and nature) with regard to items on the agenda.**
3. **To undertake a Public Participation Session with respect to items on the agenda.**
(Members of the public will only be permitted to speak during this segment of the meeting) Please note – this section is for 15 minutes only. If more than 1 person wishes to speak on the same topic, please elect a spokesperson to speak on everyone's behalf.
4. **Minutes of previous meeting:**
 - **Monthly Meeting held 06 January 2026***
 - **Staffing Committee Meeting held 14 January 2026***
 - **Finance Committee Meeting held 14 January 2026***
5. **To consider any matters arising from the Minutes:** items not specified on this agenda
6. **Outstanding Items:** To consider the outstanding items list* and discuss any next steps
7. **Consider training/webinar/conference opportunities**
8. **To note payments made in January 2026**

Heptonstall Social & Bowling Club	Room Hire – Autumn Term	£130.00
TOTAL		£130.00

9. Approval of Accounts to Pay

H Sherriff-Jackson	Salary (net) to 28/02	£577.40
	Home Working Allowance	£26.00
	Domain & Mail Basic 25 – Jan	£13.20
	Email Archiving – Jan	£6.60
	Microsoft 365	£5.80
	HP Instant Ink (Printer Ink) (Dec)	£9.99
HMRC	PAYE	£142.80
YLCA	Training – PROW – Cllr Holt	£27.40
TOTAL		£809.19

10. Financial Report*: 9 months to 31 December 2025: To resolve approval

11. 6 Month Internal Audit: To receive the Internal Audit report* for the 6 months to 30 September 2025

12. 2026/27 Budget: Presentation of recommendations* from Finance Committee meeting held 14/01/2026 including:

- (a) To approve Grant allocations*
- (b) To review level of Insurance Cover*
- (c) To review the draft Budget* per the Finance Committee recommendations
- (d) To discuss and approve the Precept for 2026/27
- (e) To confirm continuation of Investment Strategy

13. Newsletter: to receive an update

14. Calderdale Wind Farm: To receive an update and discuss next steps

15. Planning: (a) To receive Decisions made by Calderdale MB Council
 (b) To make recommendations in respect of Planning Applications
 Please see attached document. Please note – the attached document shows applications received and decided from 06/01-26/01. Any applications received or decided from 26/01-03/02 may also be discussed.

16. St. Thomas New Churchyard: To receive an update

17. Phone Box: To receive an update and consider any next steps

18. Outdoor Exercise Area: To consider the installation of outdoor exercise equipment and decide on any next steps

19. To receive Correspondence* and address any matters arising

- a. Mayor's Charity Ceilidh – Hebden Royd Town Council – Email
- b. Invitation to the Mayor's Civic Service – Email

- c. Invitation to Join the Hebden Royd Green Network – Email
- d. Yorkshire Air Ambulance – Grant Application 2026 – Email
- e. Thank You – Grant 2025/26 - Email
- f. West Yorkshire Police – Road safety around Heptonstall – Email

20. To receive Reports from representation meetings etc.

21. To notify the Clerk of matters for inclusion on the agenda of the next meeting by 23rd February 2026

22. Confirmation of date/time of next meeting to be held:

- **Monthly Council Meeting @ 7.30 pm Tuesday 03 March 2026**

*Circulated separately

H. Sheriff-Jackson

Clerk

Heptonstall Parish Council

Planning Information – 03 February 2026

Validated (06/01-26/01)

- **Installation of air source heat pump (Listed Building Consent)**
 - 26/00005/LBC
 - Great Lear Ings Farmhouse, Faugh Lane, Heptonstall
- **Replacement of windows and missing mullions**
 - 25/01288/LBC
 - Little Stoneshey Gate, Stoneshey Gate, Widdop Road, Heptonstall
- **Installation of external doors to replace existing winders (Listend Building Consent)**
 - 25/01282/LBC
 - 2 Towngate, Heptonstall

Decided (06/01-26/01)

- **None**