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## **SUMMONS**

The **monthly** meeting of the Parish Council will be held  
at **Heptonstall Social & Bowling Club**, Acre Lane, Heptonstall  
on **Tuesday 06 January 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 02 December 2025\***
- 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. Approval of Accounts to Pay**

H Sherriff-Jackson	Salary (net) to 31/01	£577.60
	Home Working Allowance	£26.00

	Domain & Mail Basic 25 – Dec	£13.20
	Email Archiving – Dec	£5.40
	Microsoft 365	£5.80
	HP Instant Ink (Printer Ink) (Dec)	£9.99
	SLCC Annual Membership	£87.24
HMRC	PAYE	£142.60
Orbit Haus Ltd	Newsletter Printing – Winter	£195.00
<b>TOTAL</b>		<b>£1,062.83</b>

**9. Newsletter: to receive an update**

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

**11. 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 02/12-30/12. Any applications received or decided from 30/12-06/01 may also be discussed.

**12. St. Thomas New Churchyard:** To receive an update

**13. Bowling Club Car Park:** To receive an update and consider any next steps

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

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

**16. To receive Correspondence\*** and address any matters arising

- a. **Parking in Heptonstall – Email**
- b. **Calderdale Council Cabinet Budget Proposals 2026-2027 (Town and Parish Council Liaison Group) - Email**

**17. To receive Reports from representation meetings etc.**

**18. To notify the Clerk of matters for inclusion on the agenda of the next meeting** by 26<sup>th</sup> January 2026

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

- **Finance & Staffing Committee @ 7.00 pm Wednesday 14 January 2026**
- **Monthly Council Meeting @ 7.30 pm Tuesday 03 February 2026**

\*Circulated separately

*H. Sheriff-Jackson*

Clerk

Heptonstall Parish Council

## Planning Information – 06 January 2026

### Validated (02/12-30/12)

- **None**

### Decided (02/12-30/12)

- **Loft conversion, internal alterations and installation of roof windows (Listed Building Consent)**
  - 25/00988/LBC
  - 2-4 Towngate, Heptonstall
  - Validated – 16/10/2025
  - Grant Listed Building Consent