

MINUTES OF THE MONTHLY MEETING OF HEPTONSTALL PARISH COUNCIL
HELD AT HEPTONSTALL SOCIAL & BOWLING CLUB, 02 DECEMBER 2025

Present: Councillors: S Slater (Chairman) B Cutts J Crowther
C Jackson N Dempsey M V Edwards
M Hughes A Baldwin

(Also in attendance: Clerk Hannah Sherriff-Jackson, co-opted non-voting member R Greenwood, Ward Councillors J Timbers & S Courtney and 5 members of the public)

125/25 APOLOGIES (AND REASONS) FOR ABSENCE

Apologies were received from Cllr Holt.

No requests were made for the reasons for absence to be considered as Approved Reasons.

126/25 DECLARATIONS OF INTEREST

Cllrs Edwards and Crowther declared pecuniary interests in agenda item 10 (Accounts to Pay).

127/25 PUBLIC PARTICIPATION

Five members of the public attended, including two representatives from West Yorkshire Police.

Three members of the public wished to observe. The representatives from West Yorkshire Police attended to speak on agenda item 16 (CCTV). This item was moved to be discussed following the Clerk's Salary. Details of this can be found at Minute 131/25.

128/25 MINUTES OF PREVIOUS MEETING

Minutes of the previous meeting of Heptonstall Parish Council were approved as a correct record of the following:

- Monthly Meeting held 04 November 2025

Arising from the Minutes, Cllr Hughes reported that he has contacted the Dog Warden at CMBC. The Dog Warden will look at putting up dog fouling signs. Cllr Hughes will

create a plan of where the dog fouling signs need to be located and pass this to the Dog Warden.

The Clerk reported that she has contacted Royal Mail regarding the missing and stolen post boxes. She has yet to receive a response.

129/25 GENERAL POWER OF COMPETENCE

The Clerk explained the eligibility criteria for the adoption of the General Power of Competence.

RESOLVED: That the Parish Council adopts the General Power of Competence and confirms its eligibility to do so.

130/25 CLERK'S SALARY

Mr Greenwood explained that, as the movement of 1 scale point on obtaining the CiLCA qualification is included in the Clerk's contract of employment, it would not be necessary to exclude the press and public for this agenda item.

RESOLVED: The Clerk will move from SCP 18 to SCP 19. The new salary will come into effect from January 2026.

131/25 CCTV

Representatives from West Yorkshire Police attended and explained the recent crime figures compared to last year. There has been a slight increase in crime in the Calder Valley area.

The Police advised the following crime prevention measures:

- Video doorbells
- Sash jammers
- Draw curtains once dark
- Lights or radios on timers
- Steering locks on cars

Cllr Edwards requested further specifics on the crime statistics in order for the Parish Council to make an informed decision on the purchase and installation of CCTV cameras.

The Clerk reported that she had spoken with CMBC regarding the installation of CCTV cameras. The Parish Council is awaiting a temporary camera to be installed.

The Police will arrange for the Crime Prevention Officers to contact the Clerk with information to be included in the newsletter.

132/25 OUTSTANDING ITEMS

The Clerk circulated the Outstanding Items List to members prior to the meeting.

133/25 TRAINING/WEBINAR/CONFERENCE OPPORTUNITIES

The Clerk provides regular details of the availability of training and conferences and invites members to request bookings via the Clerk as already authorised.

Having already declared pecuniary interests, Cllrs Crowther and Edwards left the room during the following discussion.

134/25 APPROVAL OF ACCOUNTS TO PAY

RESOLVED: That the Parish Council approved the following accounts to pay:

H Sheriff-Jackson	Salary (net) to 31/12	£568.10
	Home Working Allce	£26.00
	Domain & Mail Basic 25 – Nov	£13.20
	Email Archiving – Nov	£5.40
	Microsoft 365	£5.80
	HP Instant Ink (Printer Ink) (Nov)	£9.99
HMRC	PAYE	£140.40
Pennine Signs Ltd	Windfarm Survey - Printing	£70.00
Cllr Edwards	Windfarm Survey – Envelopes – Expenses	£36.00
The Open Spaces Society	Annual Membership	£45.00
Cllr Crowther	Windfarm Survey – Postage – Expenses	£41.76
TOTAL		£961.65

Cllrs Crowther and Edwards re-entered the room.

135/25 NEWSLETTER

Cllr Baldwin reported that the newsletter publication is going well.

136/25 CALDERDALE WIND FARM

The Working Party reported that the survey had been distributed. Cllr Slater will collect the responses as they come in.

Cllr Edwards reminded the Parish Council that the planning application for the wind farm is anticipated for June 2026.

Cllr Edwards recommended that the Parish Council organises a letter drop nearer the time. The Parish Council will consider this in January 2026.

137/25 PLANNING

All Planning matters are discussed by Full Council, including all members of the Planning Committee.

(a) **Planning Decisions:** Details of Planning decisions made by Calderdale Metropolitan Borough Council were provided to members.

(b) **New Applications:** None

138/25 ST THOMAS NEW CHURCHYARD

Cllr Dempsey reported that further clean up and bulb planting sessions have been held.

The Friends Group has submitted a grant application to the Parish Council for the 2026/27 financial year.

139/25 BOWLING CLUB CAR PARK

Cllr Baldwin reported that there has been no movement on this issue.

Cllr Baldwin will provide further updates in January.

140/25 PHONE BOX

The Clerk will contact the Conservation Officer at CMBC to request further information on any stipulations or requirements for the upkeep of the phone box if the Parish Council was to adopt it due to the phone box being a listed structure within the conservation area.

141/25 PEDESTRIAN SAFETY ON HEPTONSTALL ROAD

The Clerk will contact CMBC Highways to request a painted pavement to be installed on Heptonstall Road from the village to the junction with Lee Wood Road.

142/25 ARISING FROM CORRESPONDENCE RECEIVED

Missing Lamppost: The Parish Council noted concerns about a missing lamppost on Hepton Drive. This is causing a dark spot in the garden area on Hepton Drive which is encouraging anti-social behaviour. Cllr Edwards will request further information on when the lamppost will be replaced.

Publication of the revised Register of Elector: The Clerk will request a copy of the revised Register of Electors.

A community owned house in Heptonstall: The Parish Council will consider this request in February 2026 following the Finance Committee meeting in January.

TTRO: New Shaw Lane, Blackshaw Head 16/02/2026: The Clerk will request a diversion map for the road closure.

Open Spaces Society Donation: The Parish Council noted a request for a donation to the Open Spaces Societies Legal Action Fund. The Parish Council will not be providing a donation at this time.

Calderdale Energy Park – Update on Survey Letters: The Parish Council noted an email regarding the survey letters for Calderdale Energy Park.

143/25 REPRESENTATIVE REPORTS

Mr Greenwood reported that he can provide transportation to members wishing to attend the YLCA Joint Annual Meeting.

144/25 DATES & TIMES OF NEXT MEETINGS

The Clerk advised that matters for inclusion on the agenda of the next meeting should be with her by 29th December 2025.

The Clerk advised the next meetings would be held:

- Monthly Council Meeting at Heptonstall Social & Bowling Club at **7.30pm on Tuesday 06 January 2026**
- Finance & Staffing Committee Meeting at Heptonstall Social & Bowling Club at **7pm on Wednesday 14 January 2026**

(Chair)

(Date)