MINUTES OF THE MONTHLY MEETING OF HEPTONSTALL PARISH COUNCIL HELD AT HEPTONSTALL SOCIAL & BOWLING CLUB, 03 NOVEMBER 2026

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

(Also in attendance: Clerk Hannah Sherriff-Jackson)

119/26 APOLOGIES (AND REASONS) FOR ABSENCE

Apologies were received from Cllr Hughes.

No request was made for the reason for absence to be considered as an Approved Reason.

120/26 DECLARATIONS OF INTEREST

No declarations were made.

121/26 PUBLIC PARTICIPATION

No members of the public were present, therefore there was no Public Participation.

122/26 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 06 October 2026

Arising from the Minutes, Cllr Edwards reported that the envelopes are addressed and ready for the letter drop. Cllr Jackson reported that the draft letter is nearly ready.

123/26 OUTSTANDING ITEMS

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

Cllr Holt reported that she is still awaiting a response from CMBC regarding the traffic light timings on Lee Wood Road. Cllr Holt will escalate this to the Ward Councillors.

The Clerk will contact the Neighbourhood Policing Team to chase up the installation of temporary CCTV cameras in the village.

The Clerk will contact the Ward Councillors to chase the issue of pedestrian safety on Heptonstall Road and request that the overhanging vegetation be cut back.

The Clerk reported that she has requested an update on the fly tipping prosecutions from CMBC's Community Safety Team.

124/26 <u>TRAINING/WEBINAR/CONFERENCE OPPORTUNITIES</u>

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

125/26 <u>APPROVAL OF FINANCIAL REPORT</u>

RESOLVED: To approve the Financial Report to 30 September 2026 (attached below).

126/26 <u>APPROVAL OF ACCOUNTS TO PAY</u>

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

H Sherriff-Jackson	Salary (net) to 30/11	£714.24
	Home Working Allce	£26.00
	Domain & Mail Basic 25 – Oct	£13.20
	Email Archiving – Oct	£9.00
	HP Instant Ink (Printer Ink) (Oct)	£11.22
	Microsoft 365 – Oct	£6.80
	Postage – 1x First Class Stamp	£1.80
HMRC	PAYE	£249.98
J Crowther	Expenses – Taxi fare to training	£14.00
S Slater	Expenses – Taxi fare to training	£20.00
Rotary Club of Hebden Bridge	Wreath & Donation	£100.00
TOTAL		**£1,166.24**

127/26 <u>COMMUNITY FIRST YORKSHIRE</u>

RESOLVED: That this item was deferred to the January 2027 meeting.

128/26 NEWSLETTER

Cllr Baldwin reported that contributions for the winter edition are currently being accepted.

129/26 CALDERDALE WIND FARM

Cllr Jackson reported that the draft letter for the letter drop is nearly ready for approval.

The Parish Council noted an email from Yorkshire Wildlife Trust regarding their views on the wind farm proposal. Cllr Jackson will draft a response.

130/26 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 Metropolitain Borough Council were provided to members.

(b) **New Applications:**

1. **26/00629/HSE** - RESOLVED: The Council had no objections
   - 31 Edge Hey Green, Edge Hey Road, Colden
   - Single storey rear extension and raised decking

131/26 ST THOMAS NEW CHURCHYARD

Cllr Dempsey reported that the Friends Group met in early October.

Over the past month, bulbs have been planted and the rows between graves have been strimmed. The final tidy up event of the year will be taking place on Saturday 7th November.

Cllr Dempsey informed the Parish Council that they are yet to receive information regarding the removal of the signs.

Cllr Dempsey reported that the permissions needed from the Church for the erection of the information board are expected before Christmas.

Cllr Dempsey informed the Parish Council that the Friends Group is awaiting a faculty from the Church to install an equipment shed.

132/26 PHONE BOX

Cllr Jackson reported that the outsides have been sanded and cleaned.

Cllr Jackson informed the Parish Council that he is in the process of grinding out the brass rivets that hold the glass in place.

The Parish Council thanked Cllr Jackson for his ongoing hard work on this project.

133/26 OUTDOOR EXERCISE AREA

Cllr Holt reported that she is still awaiting a response from CMBC.

Cllr Holt informed the Parish Council that she has had a site visit with a supplier. The supplier recommended a mix of equipment and a fence or border around the equipment to segregate it from the children's play area.

Cllr Holt will speak with other Parish Councils to get further information.

134/26 GRIT BINS

The Parish Council considered the response from CMBC.

The Clerk will contact the Ward Councillors to request a meeting with a Highways Officer to discuss this issue further.

135/26 TRACTOR RUN

The Clerk reported that she has received a response from the organisers of the Tractor Run confirming that HGVs will not be travelling through the village.

136/26 ARISING FROM CORRESPONDENCE RECEIVED

West Yorkshire Combined Authority – Do you have a question for the mayor of West Yorkshire?: The Parish Council noted an email regarding the upcoming Mayor's Question Time. Cllr Holt will draft a question regarding the Mayor's position on Calderdale Energy Park.

YLCA Joint Annual Meeting – Saturday 7 November 2026: The Parish Council noted an email regarding the YLCA Joint Annual Meeting.

Parishes public convenience survey – closes 31 October 2026: The Parish Council noted an email regarding the Parishes public convenience survey.

Consultation – Gambling Act 2005 – Statement of Principles 2026-29: The Parish Council noted an email regarding a consultation on CMBC's draft Gambling Act 2005 Statement of Licensing Principles.

137/26 REPRESENTATIVE REPORTS

Cllr Slater reported that she couldn't attend the recent Safer Cleaner Greener meeting however she sent an email to the Ward Councillors raising issues regarding the speed limit on Widdop Road and the issues of the weight limit being breached on Lee Wood Road. Cllr Slater requested an update on the installation of moving traffic enforcement cameras on Lee Wood Road. CMBC is looking in to adding Lee Wood Road to the programme for the camera installation. Cllr Edwards recommended that advisory signs are also erected. Cllr Holt will speak with a local resident regarding contacting google to make drivers aware of the weight restriction on Lee Wood Road.

Cllr Slater reported that she has booked Mytholmroyd Community Centre on Monday 7th December for the next Joint Parish Meeting. The Clerk will contact the other Parish and Town Councils to make them aware of the date and request agenda items.

Cllr Slater reported that the wreath has yet to be delivered to the Town Hall. The Clerk will chase this.

Cllrs Crowther and Edwards reminded members of the upcoming remembrance service at the Chapel.

138/26 DATES & TIMES OF NEXT MEETINGS

The Clerk advised that matters for inclusion on the agenda of the next meeting should be with her by 23rd November.

The Clerk advised the next meeting would be held:

- Monthly Council Meeting at Heptonstall Social & Bowling Club at **7pm on Tuesday 01 December 2026**

FINANCIAL REPORT: 2026/27

6 MONTHS TO 30 SEPTEMBER 2026

Summary

	Actual	Annual Budget	Over/Under	Notes
Total Income	£ 26,436.93	£ 27,447.30	1,010.37 Under	
Total Expenses	£ 17,939.26	£ 27,447.50	9,508.24 Under	
Net Surplus/Deficit	**£ 8,497.67**	**-£ 0.20**		

Income

	Actual	Annual Budget	Over/Under	Notes
Precept	£ 26,315.00	£ 26,315.00	at budget	
VAT Refund	£ 121.93	£ 130.00	8.07 Under	
Wayleave	£ -	£ 2.30	2.30 Under	
Interest	£ -	£ 1,000.00	1,000 Under	
Other	£ -	£ -	At Budget	
Total Income	**£ 26,436.93**	**£ 27,447.30**	1,010.37 Under	

Expenses

	Actual	Annual Budget	Over/Under	Notes
Employment Costs	£ 5,679.71	£ 10,000.00	4,320.29 Under	
Chairman's Allowance	£ -	£ 750.00	750.00 Under	
Domain & Emails	£ 113.00	£ 250.00	137 Under	
Postage + Stationery	£ 75.46	£ 250.00	174.54 Under	
Training, Meetings, Travel	£ 28.20	£ 500.00	471.80 Under	
Insurance	£ 459.00	£ 500.00	41 Under	
Subscriptions	£ 516.00	£ 750.00	234 Under	
Grants	£ 9,282.50	£ 9,257.50	25 Over	
Public Parking - Compensatory Grant	£ 350.00	£ 350.00	At Budget	
Environmental Donation	£ -	£ 1,000.00	1,000 Under	
Paths Maintenance	£ 500.00	£ 500.00	At Budget	
Newsletter Publication	£ 494.99	£ 1,200.00	705.01 Under	
Audit	£ 200.00	£ 450.00	250 Under	
Meeting Expenses	£ 182.00	£ 500.00	318 Under	
Publicity	£ -	£ 50.00	50.00 Under	
Property Repairs	£ 1.00	£ 100.00	99 Under	Phone Box
Computer Expenses	£ 28.98	£ 150.00	121.02 Under	Reserves = 1763
Defibrillator Expenses	£ -	£ 500.00	500 Under	
Election Fees	£ -	£ -	At Budget	Reserves = 3500
Windfarm Survey	£ -	£ 250.00	250 Under	
VAT	£ 28.42	£ 140.00	111.58 Under	
Total Expenditure	**£ 17,939.26**	**£ 27,447.50**	9,508.24 Under	

3 NOV. 2026