

Minutes of the Annual Meeting of Wadsworth Parish Council
7.00pm Hebden Bridge Town Hall 26 May 2026

1 ANNUAL MEETING SPECIFIC BUSINESS

a) **Appointment of Chair for the year 2026-27**

Resolved that:

- i) the Chair for the year 2026-27 be Cllr Kimber.
- ii) Cllr Kimber agreed to sign the declaration of acceptance of office and be guided by the national code of local government conduct in the performance of his functions in that office.

b) **Members present**

Wadsworth Parish Council Cllrs Kimber (Chair), Fowler, McKelvey, Salt and Shepherd.
Calderdale Ward Cllr: Margot Puddepha.

Apologies for absence: Cllr Delahoy, Heyworth and Walsh.

c) **Members interests:** None

d) **Appointment of vice chair for the year 2026-2027**

Resolved that Cllr McKelvey be appointed vice chair for the year 2026-27

e) **To appoint a planning committee, with delegated powers for urgent situations**

Resolved that the council would call an extraordinary meeting, if appropriate, to fulfil this function.

f) **To appoint a finance committee with delegated powers for urgent situations**

Resolved that the council would call an extraordinary meeting, if appropriate, to fulfil this function.

g) **To appoint a staffing committee, with delegated powers, for staffing matters**

Resolved that Cllrs Kimber, McKelvey and Salt be appointed.

h) **Appointment of representatives on the following bodies for 2026-27**

South Pennine Branch of YLCA: None

Heptonstall Exhibition and Richard Naylor Charities: None

Wadsworth Community Association

Resolved to appoint Cllr Walsh

Town and Parish Liaison Group

Resolved to appoint Cllrs Fowler and Heyworth

Hebden Bridge Old People's Welfare Committee: None

Calderdale Council - Safer Cleaner Greener

Resolved to appoint Cllrs Heyworth and Kimber

i) **Risk Management**

i) To report on the annual inspection of the council's assets for 2025-26.

Resolved to note the annual inspection of the council's assets carried out during 2025-26.

ii) Annual inspection of Carr Head

Resolved to note to that Cllr Kimber had carried out the inspection.

iii) To approve the council's corporate risk assessment for 2026-27

Resolved to approve the council's corporate risk assessment for 2026-27 and provide a digital copy for Cllrs.

iv) Defibrillator familiarisation, inspection and training.

Resolved to:

- i) note that although the Blue Pig committee had the responsibility for inspection and training for the defibrillator at Hardcastle Craggs, it was owned and insured by the parish council.

- ii) Cllr Kimber check the above with the Blue Pig Committee.

j) **To approve annual payments:**

i) Anne Newsome Books – annual payment for books for Old Town Primary School

Resolved to approve the £100 payment for Anne Newsome Books for 2026-27.

k) **Insurance review** – to note the council's insurance arrangements for 2026-27.

Resolved to note the council's insurance arrangements for 2026-27.

l) **Salary review** – to agree annual spinal column increment as per contract section 5.2

Resolved to agree annual spinal column increment from SPC 22 to SPC 23 as per contract section 5.2

Standard Meeting Business:

2 PROCEDURAL MATTERS:

a) **Cllr vacancies:** Currently one vacancy. Contact info@wadsworthparishcouncil.gov.uk to apply.

b) **To approve the updated NALC Model Standing Orders**

Resolved to approve the updated NALC Model Standing Orders.

c) **To approve the updated NALC Financial Regulations**

Resolved to approve the updated NALC Financial Regulations.

3 RESOLUTION TO RE-ORDER THE REMAINING PART OF THE AGENDA: None

4 PUBLIC DISCUSSION TIME: None

5 APPROVAL OF THE MINUTES OF THE MEETINGS OF THE COUNCIL HELD ON:

a) 28 April 2026 Council Meeting

Resolved to approve the minutes as a true and accurate record.

6 MATTERS ARISING FROM THE ABOVE MINUTES: All covered under existing agenda.

7 LOCAL PLANS:

a) **Climate Action Plans** update:

i) Calderdale Climate Action Plan

Resolved to:

i) note there was uncertainty as to whether this would continue due to the change of party leadership at Calderdale Council.

ii) note that Ward Cllr Puddepha had offered to check out the above out with Calderdale.

ii) Greening Wadsworth Initiative:

Resolved to defer to the next meeting.

8 CLERK'S REPORT: All covered under existing agenda items.

9 FINANCIAL MATTERS:

a) **Receipts** – Previous month

i) Precept	£21758.00
ii) Garage/Parking space/Allotment rent	£41.28
iii) VAT refund	£248.20
iv) Cashback	£0.37

b) **Items for payment:**

i) Salaries/PAYE (gross)	£758.99
ii) Employer national insurance	£51.30
iii) Allowance and reimbursement:	
- computer allowance	£20.83
- home working allowance	£18.58
- Travel	£2.70
Total:	<u>£42.11</u>
iv) J Peterken – repairs to pedestrian gate at Carr Head	£35.00
v) P3 Computers inc. VAT	£87.60
vi) Cartridge People – print cartridge and noticeboard pins	£42.70
vii) CROWS – annual grant	£600.00
viii) Kellett Bookkeeping - Internal auditor 2025-26	£130.00

c) **Financial reporting**

- i) Bank reconciliations and bank statements (monthly)
- ii) To agree/note bank transfers
- iii) Budget monitoring (quarterly)
- iv) VAT Return (quarterly)

Resolved to approve the payments and note the reports.

d) Grants:

i) Wadsworth Area Community Assets application

Resolved to approve the grant in principle for £500 towards annual running costs, and Hare and Hounds Inn valuation but the group be invited to a council meeting to discuss the timescale for assessing and registering other potential community assets within Wadsworth.

e) Annual Governance and Accountability Return (AGAR) 2025-26

Resolved to:

- i) note the Annual Internal Audit Report for 2025-26 included as part of the AGAR 2025-26.
- ii) approve Section 1 - Annual Governance Statement 2025-26 for Wadsworth Parish Council, AGAR 2025-26.
- iii) approve Section 2 - Accounting Statements 2025-26 for Wadsworth Parish Council, AGAR 2025-26
- iv) send the required documents to the external auditor by the end of June deadline.
- v) add the required documents to the website by the end of June deadline.

10 CORRESPONDENCE not covered under existing agenda items: None

11 PLANNING:

a) **New Applications:** None

b) **Applications received after agenda issue:**

i) **26/00400/LBC** Variation to renovation proposals under 22/00768/LBC to include revised design and the installation of solar panels to the roof (Listed Building Consent) Nook Height Road Mytholmroyd Hebden Bridge

Resolved to:

- i) note that previously applications for solar panels on listed buildings had been declined.
- ii) further note that the dwelling was in a prominent position within the valley.
- iii) defer to Calderdale council policy.

Decisions made by Calderdale Council:

Resolved: to note the decisions.

c) **Other planning matters:**

i) **26/00001/NSIP** Calderdale Energy Park development consent order - Walshaw Dean Widdop Road (related to previous application 25/06014/EIA Environmental Impact Assessment Calderdale Energy Park) **PENDING**

Resolved to:

- i) note the combined parishes on-line meeting that took place on 12.05.26
 - ii) note the next meeting would take place on 29.06.26 at Colne Town Hall
 - iii) provide the correct information/contact details to residents submitting responses to the CEP consultation.
 - iv) Cllr Shepherd provide details of CEP inadequacy of consultation to the clerk to be forwarded to Ward Cllrs.
 - v) Cllr Shepherd to provide bullet point summary consultation response.
 - vi) Cllr Shepherd be thanked for the detailed verbal report.
- ii) **17 00682FUL** Old Town Farm. Old Town Mill Lane - weekend working, resident's complaint re noise.

Resolved to bring this to Calderdale's attention.

12 ROAD AND FOOTPATH MATTERS:

a) **Calderdale Council – Fallingroyd consultation**

Resolved to note the response.

b) **Request for 'no through road' sign at Wood Lane, Luddenden**

Resolved to note the response.

c) **Spectrum Coms Solutions** – request for help re roadworks at Pecket Well

Resolved to note the request.

d) **Phonely.co.uk** – 2027 copper phone network switch off information

Resolved to note the information and put a copy on the noticeboards.

e) **Recent roadworks signage at Old Town**

Resolved to note the roadworks were now complete.

f) **Parking at the bottom of Hurst Rd**

Resolved to re-raise this issue with Highways.

13 ALLOTMENTS, PARKING SPACES AND GARAGES:

a) **Pecket Bar allotment PB1**

Resolved to defer this item as the relevant Cllr was not present.

14 PLAYGROUNDS:

a) **Bi-weekly inspections.**

Resolved that: Cllrs Heyworth and Kimber carry out the bi-weekly inspections.

b) **Old Town Play Area**

i) Request for youth shelter

Resolved to defer this item as the relevant Cllrs were not present.

ii) **Ground repair works at goal post**

Resolved to secure a price for this job including re-turfing.

c) **Pecket Well Play Area**

i) FWP picnic bench and potential sign location update.

Resolved to note the correspondence re the picnic bench and to contact the group re the proposed sign location.

ii) FWP working day update.

Resolved to note the update.

15 COUNCIL LAND and ASSET MATTERS

a) **Wadsworth Community Centre** lease update.

Resolved to receive the update.

16 REPRESENTATIVES AT OUTSIDE MEETINGS

a) **Combined Parishes/CEP meeting** – discussed under item 11c)i)

b) **Old Town School Governors:** Cllr Fowler

Resolved to receive the reports.

17 DATE OF NEXT MEETING & APOLOGIES IN ADVANCE: 30 June 2026.

Apologies: Cllr McKelvey

Your Councillors

Cllr Jon Kimber, Chairman

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Cllr Jean Delahoy

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Cllr Alan Fowler

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Cllr Michael Heyworth

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Cllr Liz McKelvey

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Cllr Johnathan Salt

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Cllr Jenny Shepherd

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Cllr Marcella Walsh

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If you receive no response, please email the Clerk at info@wadsworthparishcouncil.gov.uk.

Have you considered becoming more involved in your local community? If so, maybe you would like to become a Parish Councillor. Email: info@wadsworthparishcouncil.gov.uk for more details.

Wadsworth Parish Council

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