1. Welcome – The Chair welcomed members to the meeting.


Support Officers

Robin Tuddenham – Director for Communities & Service Support
Katie Kinsella – Principal Officer-Tourism
Edwin Baker – Business Support

Also in attendance – Rob McNally, Corporate lead for ICT, HR IT & Transformation and Richard Hall Virgin Media – Community Liaison Officer, Richard.Hall@virginmedia.co.uk

Apologies for absence were received and accepted from Jae Campbell, Councillor Stow, Graham Mynott and Councillor Miles.

2. Minutes of the last meeting and matters arising

There were several corrections to the minutes.

- Geoff Wood had formally been appointed as Vice Chair at the meeting of 28th March nominated by Ian Bairstow and seconded by Councillor Scullion. This had been omitted from the minutes of the meeting.
- Item 6 under priority 1 – stated there would be 100 car parking spaces created at Station Car Park in Mytholmroyd, this would in fact be a proposed 196 spaces.
- Item 6 under priority 2 – Business Association needed amending to Business Forum.
- Item (6), Priority 1. – Correction to the statement indicating that the Community Land Trust had aspirations to develop a two storey car park on the Hebden Vale site.

Insertion of accurate wording to reflect the discussion of 28th March:

Improved car parking across both towns to support businesses, community and visitors

Andrew Bibby declared interest as a member of the Calder Valley Community Land Trust, which was working on a housing development off Heptonstall Road and which therefore had an interest in parking provision at the west end of the town.

Speaking as a representative of Hebden Bridge Partnership, he advised that car park provision was, rightly or wrongly, seen as a major issue of strategic importance by many in the town. The Partnership welcomed the council’s proposals to turn the former Hebden Vale site into a carpark. Given the opportunity to develop new car parks was so infrequent, he
proposed that the Town Board take professional advice as to the possibility of making this a two-storey structure. This might include access across the river from Bridge Lanes.

Councillor Collins recommended this be requested from Calderdale MBC rather than seeking an external feasibility study to be carried out. It was agreed that the feasibility study would be formally requested by the Board from the Council.

Matters Arising

Item 7 – Local Plan – Further to the last meeting Councillor Hodgins and Ian Bairstow had visited several smaller sites that had been considered in the first instance, not viable for development.

- Roger Gate – near to the medical centre in Mytholmroyd which it was felt could host high quality housing.
- Carr Lane near Walkleys Clogs and the area approaching Caldene was a large site with the potential for a mixed use development over a phased period.
- Banksfield – with an offer of affordable housing.

A paper had been written and submitted to Richard Seaman and the Joint Neighbourhood Planning Committee. It is intended that the Neighbourhood Plan would subsequently be adopted as supplementary planning guidance.

Item 6 -Priority 2 – Place Making, Sustainability & Economic Viability. Councillor Timbers commented that a recent piece of work commissioned by the Community Foundation had allowed Chris Cammis from ‘Visits Unlimited’ to carry out research on accessibility in Hebden Bridge. It was noted that further conversations needed to be had with station franchises to ensure that not only station platforms were accessible but that this was complemented by work to make the approach to the station area also accessible. Discussion ensued regarding the relative roles of the Joint Neighbourhood Committee and the role of the Town Development Board. It was agreed that it was important to avoid overlap and ensure multi-faceted pieces of work complemented wider strategic objectives.

After discussion it was agreed that a sub group would be established to support master planning in Mytholmroyd which would support and complement other activity such as flood resilience work and neighbourhood planning work.

Item 6 – Priority 2 – Develop footfall & impact of local markets in Hebden Bridge & Mytholmroyd.

Councillor Young reported that feedback from the relocation had proved positive from the market traders, commenting that trade had increased; a number of local businesses had also reported positive findings. There had been a small number of businesses that had reported negative effects through social media, however generally the feedback had been positive. It was noted that the relocation had been in train for a long times and had been supported by the Cabinet ‘Markets Working Group’ in liaison with the local markets’ group who had in turn engaged in consultation with the local businesses and market traders. The Board agreed that it was still early in the development of the relocated market and that they would keep a watching brief.

3. Briefing from Robin Tuddenham on Funding & Decision Making
Robin briefed the Board outlining how the Town Development Boards had been established with the purpose of maximising opportunities for local areas. It was understood that each Board operated slightly differently to reflect local needs; however Todmorden Town Board offered one example of progressing local issues in relation to its work on the Todmorden Town Hall. Funding had not dominated the thinking of the Board, rather it had been used as ‘seed funding’ for other projects and as a catalyst or match.

In order for the Board to be successful it was suggested the following principles were followed.

- **What?** – The Board would agree and establish priorities – noted this had been done (see attached list of ongoing priorities for reference)
- **Who?** – The Board was an overarching body, created in order to effect change; specific sub groups would be effective in developing action plans under the priority headings.
- **When?** – Agree a clear timescale for reporting back to the Board – this would ensure activity was communicated appropriately and complementary to other schemes.

The Board would decide where it had an influencing role, whereby clear governance had been established, e.g. the Neighbourhood Plan or the flood resilience programme; or a leading role, whereby a specific task group could be established to work up a project and potentially secure match funding if required.

With regards to financial arrangements; each Board had initially been allocated a sum of £123k for capital development projects. Delegated approval had been given to Directors for spend under £50k. Anything above needed to be reported to Economic Investment Panel for approval and subsequently agreed at Cabinet, however it was noted that all requests for funding had been approved to date. It was noted that currently Hebden Bridge & Mytholmroyd Town Development Board had a sum of £43k because funding had been used for the Hebden Bridge Market relocation.

**Discussion:**

- Noted that the Town Development Board had some limited resources but that funding for large scale projects would have to be sought separately.
- Noted that large scale activity such as flood resilience works needed to be linked into other local planning and that officers from the EA should be strongly urged to engage more with the Board and the community.
- All understood that the Town Development Board was an evolving Board and there could be many ideas and projects, but that it was important to focus on a small number of key initiatives and outputs.

The Chair brought the discussion to a close agreeing that a Town Board sub group would be established for Mytholmroyd that would link to other activity and plans in the area. Its focus would be on providing a master planning perspective that would feed back to the Town Development Board.

Members would include: Geoff Wood – lead, Sue Slater, Cllr Hodgins, Cllr Bampton Smith, Cllr Smith-Moorhouse and Cllr Scullion. **Action** – Geoff Wood to convene.
**Action** – Robin Tuddenham, in his new role as Chief Executive to speak to Adrian Gill from the Environment Agency to press the message about good community engagement on flood plans.

### 4. Broadband & Digital Update

The Chair welcomed Rob McNally to the meeting. Rob explained that he had responsibility for developing the ‘Digital Strategy’ and supporting Council services. He also had the responsibility of supporting business growth as part of this and was working closely with Business Support officers in the Business & Economy team to do this.

As part of the West Yorkshire Superfast programme, Calderdale had increased from 77% - 95% superfast coverage. There were still outstanding harder to reach areas with 5% needing to be done. Virgin Media was currently looking to invest in the area and Rob introduced Community Liaison officer, Richard (need surname here) to tell the Board more.

Richard explained that Virgin Media had plans to install ‘ultra-fast’ connectivity in Mytholmroyd this year. His role as community engagement lead was to inform people about the benefits, cost and disruption. This would be done in the coming months when timescales for delivery had been firmed up. Richard advised he would come back to the Board to update if required.

**Questions & Comments:**

**Cllr Scullion** – Would upload speed improve as a result of the works? – This would improve and it was supported by local communities expressing a need for this to happen through ‘Virgin My Street’ because the company executed works on demands.

**Cllr Hodgins** – Would industrial/business premises be supported? – As part of the Leeds City Region programme there were digital enterprise grants available for businesses. A sum of £5k could be applied for by individual businesses and consortium bids were welcomed. Work was ongoing with the Business Support teams to ensure this information was cascaded. – **Action** Details of the application process would be sent to the Chair for wider circulation.

**Andrew Bibby** – The fibre located under the tow path through the valley and the inability to access this had proved a longstanding frustration. Were there plans to resolve this? Rob advised that the cabling issue was a complex matter; dark fibre may be privately owned. He would liaise with Mary Farrar - Corporate Lead for Highways, Transportation & Planning to find out more and report back to the Chair.

**Andrew Bibby** - commented that whilst broadband improvements were necessary, mobile phone network coverage also needed improvement, mentioning the possible use of mill chimneys to improve mobile coverage for traders in Hebden Bridge. Rob McNally offered to take that issue back.

**Anthony Rae** – Would existing infrastructure sites be used to support development? - Richard advised this would not be the case, new infrastructure support points would be established, local areas would be notified about this before any works took place to minimise disruption.

**Cllr Collins** – Clear communication was needed for local businesses to be able to access the WYCA ‘Digital Enterprise’ grant.
**Action** - Rob McNally would compile a list of FAQs and circulate via the Chair in advance of the next meeting.

5. **Improved Car Parking Discussion**

Andrew Bibby spoke to the briefing paper that had been circulated prior to the meeting and requested that in future, all items for potential development be supported by a briefing paper to the Board to ensure clarity as to what was being proposed. This was agreed.

Andrew advised that following the circulation of the paper a meeting had been convened with relevant highways officers to discuss the possibility of a feasibility study relating to the Hebden Vale site.

**Comments:**

Anthony Rae commented that a feasibility study was a positive step forward and requested that parking initiatives be considered in a holistic manner and consider elements such as traffic flow, congestion and air quality. He also commented that Hebden Bridge Station car park needed to be considered a priority.

The Board discussed historic reasons why Hebden Bridge Station car park could not be developed as a multi storey facility and considered whether this needed challenging.

Iain Bairstow commented that parking worked in peaks and troughs and the demand was variable dependent on tourism activity, times of the day and times of the week. Therefore park and ride facility from Mytholmroyd should be considered as part of a wider strategy.

Cllr Timbers reiterated previous comments that any initiative needed to complement the accessible town aspirations with public transport, private parking and accessibility into the towns being considered.

Cllr Collins informed the Board that Calderdale Council were having a dialogue with Esholt Gregory property developers about opportunities for the Valley Road site, this included the possibility development of a number of three, four and five bed houses and liaison with the Council was taking place regarding the development of a town square in front of the town hall. It was acknowledged that some parking would be lost of this scheme when ahead.

In addition there had been an expression of interest (definitely no names in the public domain given commercial confidentiality!) in exploring underground parking facilities in Hebden Bridge where flooding allowed and this was being discussed with Calderdale’s planning department.

Cllr Collins comments that development of Hebden Vale to support parking was supported by Calderdale Council.

**Action** – Convene a parking and transport sub group to ensure an overarching approach is taken to parking which also took into consideration some of the related transport, air quality and accessibility issues in the area. It was agreed this would include Andrew Bibby, Anthony Rae, Cllr Scullion, Cllr Young and Geoff Matthews. Andrew Bibby would convene this.
6. **Launch Event**

Cllr Scullion advised a launch event would be worked up for the autumn and it would be good to concentrate on the work of the sub groups at that launch. In the meantime all were requested to act as ambassadors for the Board and start to raise awareness through their respective community organisations. Cllr Scullion would attend to provide an update on the Board if required.

7. **Any Other Business**

‘**Great Exhibition of the North**’ – Geoff Wood provided an update for the Board, advising that a bid for legacy projects had been submitted. The bid was for £50k and would concentrate on the flood affected towns, telling the story of resilience, spirit and ‘Northern Grit’. Robin Tuddenham commented that whilst this application concentrated on the flood affect towns, it would complement ‘Landlines & Watermarks’ a commission by CMBC and CfC which told the story of water in the valleys and culminated in a celebration at the Piece Hall. The timescale for a decision on the bid was unknown.

‘**The Ted Hughes Yorkshire Literary & Heritage Trail**’ – Katie advised the Board that Geoff Wood and she had attended a research tour which included Aspinall Street, Mytholmroyd, Stubbing Wharf and Crimsworth Dean. The research was being carried out through a collaboration of Elmet Trust members and Huddersfield University. This was with a view to applying for Heritage Lottery Fund for a series of trails. Feedback was requested from those who attended the research trip regarding types of trails, target markets, complimentary activity in order to develop a bid.

‘**Work, Eat, Rest, Play, Repeat**’ – Sue updated the Board on the joint initiative from Mytholmroyd Community Centre and Mytholmroyd Business Network on 10th – 11th September. There event would take place under the auspice of the South Pennines Walk & Ride Festival and was aimed at getting businesses to think about their employees and the notion of being ‘Fit to Work’ this would include several events such as activity taster sessions, lifestyle assessments, launching fitness clubs and a series of local walks and runs.

8. **Date & Time of Next Meeting**

Tuesday 1st August - 5pm-6.30pm, Erringden Room, St Michael’s Enterprise Centre, Mytholmroyd.

There being no further business, members were thanks for their attendance and the meeting closed at 6.30pm.