



Blackshaw Parish Council

The Town Hall, St George's Street,
Hebden Bridge, HX7 7BY

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www.blackshaw.net

Notice of Annual Parish Council Meeting

You are hereby invited to attend the annual meeting of Blackshaw Parish Council which will be held at 7.45pm following the Annual Parish Meeting which begins at 7pm on **Monday 19th May 2026 at Hebden Bridge Town Hall**. The meeting will be open to the Press and Public.

- 26/1 To approve the appointment of Chairman for 2026-27 and accept the Chair's Declaration of Office**
- 26/2 To approve the appointment of Vice-chairman for 2026-27 and accept the Vice-chair's Declaration of Office**
- 26/3 Non-attendance of Councillors**
 - a. To receive apologies previously notified to the Clerk
 - b. To consider the reasons given and resolve to accept them or not
- 26/4 To note any declarations of interest in items on the agenda and to consider any requests for dispensation**
- 26/5 To approve the appointment of Parish Council representatives for 2026-27:**
 - a. Allotments committee (3; decided at March 2026 Allotments committee meeting)
 - b. Fete committee
 - c. Calder Ward Forum
 - d. Calderdale Energy Park / Parish meeting (2)
 - e. Safer Cleaner Greener (1)
 - f. Town and Parish Council Liaison Group (1)
 - g. Joint Parish Meeting (hilltop parishes and HRTC) and working group(s)
 - h. Heptonstall Exhibitions and Richard Naylor Charities (1)
 - i. Old People's Welfare Committee (1)
 - j. Flood Resilience Group
 - k. Calderdale Green Network (1)
 - l. Blackshaw Head Community Association
 - m. Yorkshire Local Councils Association South Pennine branch meeting (2)
- 26/6 To approve the appointment of Councillors to the Staffing Committees (tiers 1 and 2)**
- 26/7 To appoint an internal auditor for the financial year 2026-27**
- 26/8 To receive the resignation of Cllr Tasker and to discuss filling the vacancy**
- 26/9 To consider for approval as a true and accurate record the minutes of the meeting held on 27th April 2026**
- 26/10 To receive information on the following ongoing issues and to decide further action where necessary:**
 - a. Field gate/obstruction at the top of Shaw Lane
 - b. Purchase/replacement of community defibrillators
 - c. Joint work on fly tipping
 - d. Community garden outside church
 - e. Proposed Calderdale Energy Park

26/11 To review and resolve on the following legally required policies and procedures:

- a. Councillors Code of Conduct
- b. Standing Orders
- c. Financial Regulations, including Scheme of Delegation
- d. IT Policy, amended as discussed in April 2026 meeting
- e. Calendar of meetings for 2026-27

26/12 To consider the following planning related matters and decide further action as needed:

I am unable to access the Planning Portal and will send links/attachments to documents later.

26/13 To consider the following financial matters:

- a. To certify Blackshaw Parish Council as exempt from external audit for fiscal year 2026-27
- b. To note the Annual Internal Audit Report for 2025-26 included at page 4 of the Annual Governance and Accountability Return
- c. To consider the Annual Governance Statement and to approve Section 1 - Annual Governance Statement 2024/25 for Blackshaw Parish Council on page 5 of the Annual Governance and Accountability Return.
- d. To approve Section 2 - Accounting Statements 2024/25 for Blackshaw Parish Council on page 6 of the Annual Governance and Accountability Return
- e. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities
- f. To decide dates for the Exercise of Electors Rights
- g. To consider the 2025/2026 budget and balances and bank reconciliation.
- h. To approve the following invoices for payment:
 - Room hire at the Chapel for 2025-26 £450.00
 - Honorarium payment to John Kendall for the 2025-26 internal audit £175.00
- i. To note the following payments made as agreed previously:
 - Clerk's salary (employment contract)
 - Chair's allowance £450 (budget item)
 - Zurich Municipal Insurance £423.59 (under power ...)
 - Grant to BHCA £120.00 (under power ...)
 - Grant to CROWS £200.00 (under power ...)

26/14 To receive and consider representative reports and invitations:

Meeting	Last Date	Next Date	Delegates
Safer Cleaner Greener	16/03/2026	15/06/2026	
Calder Ward Forum	10/03/2026	01/06/2026	
Joint Parish Meeting	02/03/2026		
JPM Working Group			
T&PC Liaison Group	27/01/2026	TBA	
Allotments Committee	09/03/2026	12/10/2026	Cllrs Dyter, Higginson and King
Windfarm meeting CEP	12/05/2026		
YLCA SP Branch meeting		30/06/2026	

Signed *Sally Hughes*

Clerk to Blackshaw Parish Council