

**MINUTES OF THE ANNUAL MEETING OF OXENHOPE PARISH COUNCIL HELD ON
WEDNESDAY 11TH MAY 2016 AT OXENHOPE METHODIST CHURCH, COMMENCING AT
7:30 PM**

Present: Cllr Tony Maw
Cllr Penny Cusdin
Cllr David Ashcroft
Cllr Ken Eastwood
Cllr Jonathan Gill
Cllr Joyce Harrop

In attendance: Worth Valley Ward Councillor Rebecca Poulsen (7.35 – 7.45 p.m.)
Worth Valley Ward Councillor Glen Miller (7.30 – 7.45 p.m.)
Worth Valley Ward Councillor Russell Brown (7.30 – 7.45 p.m.)
No members of the public

01/16. Election of Chairman 2016/17

It was proposed that Cllr Eastwood be elected as Chairman for 2016/17 by Cllr Maw voted
nem. con.

Cllr Eastwood thanked Cllr Maw for the work he had undertaken during the last twelve months in Cllr Maw's capacity as Chairman.

02/16. Apologies consented to

Cllr Peter McManus (family commitments)
Cllr Derrick Hopkinson (illness)

03/16. Election of Vice Chairman 2016/17

It was proposed that Cllr Cusdin be elected as Vice Chair-person for 2016/17 by Cllr Maw
voted nem.con.

04/16. Appointment of representatives to outside bodies & committees

It was proposed by Cllr Eastwood that the following appointments be voted on block, agreed
nem.con.

Allotments Officer	Cllr Harrop
Rights of Way Officer	Cllr Hopkinson Cllr Gill to 'buddy up'
Oxenhope School Representative	Cllr Cusdin
Worth Valley Contact Point Committee Member	Cllr Gill
Worth Valley Joint Transport Committee Member	Cllr Eastwood Cllr Ashcroft (reserve)
Oxenhope Sports Association Representatives	Cllr Maw Cllr Hopkinson
YLCA Branch meeting representatives (to attend branch meetings individually in rotation)	Cllr Eastwood Cllr Maw Cllr Hopkinson
Consultations working group	Cllr Ashcroft (Chairman) Cllr McManus Cllr Cusdin Cllr Harrop
Millennium Green Trustee	Cllr Eastwood
Parish Council Liaison representative	Cllr Maw

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Oxenhope Community Association	Cllr Maw Cllr Cusdin
Staffing Committee	Cllr Ashcroft Cllr McManus Cllr Cusdin Cllr Hopkinson Cllr Eastwood Cllr Maw
Marsh Common overseer	Cllr Hopkinson
Oxenhope Neighbourhood Development Plan representative	Cllr McManus

05/16. Disclosures of Interest

Cllr Maw declared a disclosable pecuniary interest re planning application 16/03306/OUT – Construction of a five bedroom detached dwelling at land (grid reference 403167 434646) at Hill House Lane.

06/16. No applications for dispensation had been received

07/16. Minutes of meetings

The minutes of the Parish Council meeting held on 13th April were proposed as a correct record by Cllr Eastwood and were signed by Cllr Maw.

Matters arising:

Minute 208/16 – Guest speakers Mr Robert Heaton & Mr Robert Goulding. Agreed that Cllr Eastwood make follow up contact with Mr Goulding.

The May Outstanding Issues Report was duly noted.

Matters arising:

Section 106 monies amounting to £52k re the development at Woodridge. Cllr Maw confirmed that the housing association, Your Housing Group, had consulted with residents at Leemingbeck Close as to whether conversion of some of the bathrooms into wet rooms would be welcomed. It was agreed they would be welcomed along with lowering kerbs outside. Cllr Maw still awaited a costing from Your Housing Group for this work which would then be forwarded onto Bradford Council's Affordable Housing Department.

08/16. Public question time

No matters raised.

09/16. Planning

Resolved:

To formulate observations relating to the following planning applications:
 16/02531/FUL – Conversion of redundant stable to holiday accommodation at West Shaw Farm, West Shaw Lane. The Parish Council raised no objections.
 [Cllr Maw left the meeting]
 16/03306/OUT – Construction of a five bedroom detached dwelling at land (grid reference 403167 434646) at Hill House Lane. The Parish Council found no reasons to object and resolved therefore to leave it to the planners to determine this planning application.
 [Cllr Maw returned to the meeting]

10/16. Guest Speakers

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Worth Valley Ward Councillors. Cllr Miller confirmed that Cllr Brown had been re-elected for another four years and members of Oxenhope Parish Council congratulated Cllr Brown. Cllr Poulsen reported on the collapsed wall at St Mary's Church. The Church Wardens had made contact with Cllr Poulsen as they had been trying to obtain plans from Highways Department for the reconstruction of the wall for three years. The plans were now with the Church and hopefully the rebuilding work would be undertaken this Summer.

Police. PC Irving confirmed that the overall crime rate for Oxenhope for the last month was very low, it included one burglary other and one criminal damage. Reported problems on Mallard View had been investigated and it was confirmed that the youths were not committing any crime.

11/16. Oxenhope Neighbourhood Development Plan (NDP)

Resolved:

- a) To note the closing date of 31st May 2016 for tenders from planning consultants to assist Oxenhope NDP working group
- b) To agree that delegated powers are granted to Cllrs McManus & Eastwood and the Clerk to draw up a funding bid to cover the costs involved in creating an Oxenhope NDP

12/16. Risk Assessment and Management 2016 - 17

Resolved:

To approve the Risk Assessment and Management paper for 2016 - 17.

13/16. Safety Inspection Reports

Resolved:

To note the April Safety Inspection Report for the Allotments.

14/16. Correspondence

Resolved:

- a) To note e-mail dated 22nd April received from Michael McCann, HeartSafeCommunities. The Clerk confirmed that she hoped to provide a report for members consideration at the June Parish Council meeting with recommendations to secure a community defibrillator for Oxenhope.
- b) To note e-mail dated 23rd April received from Police Inspector Alan Rhees-Cooper

15/16. Reports

Allotments. Cllr Harrop's previously circulated report was noted. Cllr Harrop confirmed that she would be inspecting the allotment plots on Monday 16th May to ensure that the bags of rubbish on Plot 1 had been removed. If not, it was agreed that the Clerk write to the tenants requesting the removal of the rubbish.

16/16. Financial Matters

Resolved:

- a) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Three	Direct Debit	£25.00	Monthly mobile phone bill
Gratuity Account	Transfer	£30.08	Monthly transfer
Elaine Pearson	Standing Order	£786.52	Monthly salary
Oxenhope Methodist Church	101177	£90.00	Room hire
Came & Company	101178	£491.16	Annual insurance premium
Oxenhope Community Centre	101179	£45.00	Room hire

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Kevin Wilmot Skip Hire	101180	£90.00	Hire of skip
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b) To note the following trial balance:

Analysis	A/c			Grand Total	Budget remaining
	Current	Deposit	Gratuity		
001. Balance b/fwd	1441.51	26459.50	3499.62	31400.63	
002. Transfer	-60.16		60.16		
01. Precept	17459.00			17459.00	
05. Grants Received	726.00			726.00	
120. Clerk's monthly salary	-1573.04			-1573.04	£8,366.96
121. Subscriptions	-547.00			-547.00	£253.00
122. Insurance	-491.16			-491.16	
124. Room Hire	-135.00			-135.00	£185.00
131. Allotments	-5.60			-5.60	
134. Reserves	-1211.64			-1211.64	
135. Mobile phone	-50.00			-50.00	£208.34
139. Outreach	-125.00			-125.00	£250.00
Grand Total	£15,427.91	£26,459.50	£3,559.78	£45,447.19	

17/16. Minor items and items for the next agenda

Agreed that the Clerk write to Bradford Council's Finance Department enquiring why the payment of the precept had not been received until May and why payment could not be made via BACS.

18/16. To note the date, time and venue of the next meeting

Monthly meeting on Tuesday 7th June 2016 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 20.16 p.m.

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