

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON
WEDNESDAY 9TH NOVEMBER 2016 AT OXENHOPE METHODIST CHURCH,
COMMENCING AT 7:30 PM**

Present: Cllr Ken Eastwood
Cllr Penny Cusdin
Cllr Derrick Hopkinson
Cllr Peter McManus
Cllr Tony Maw
Cllr Joyce Harrop

In attendance: Miran Rahman, Keighley News Reporter
Worth Valley Ward Councillor Russell Brown
Worth Valley Ward Councillor Rebecca Poulsen
Oxenhope School acting Headteacher, John Parkin
PCSO Helen Wynn-Evans
Six members of the public

96/16. Apologies consented to

Cllr David Ashcroft (family commitments)

97/16. Disclosures of Interest

Cllr Eastwood, owner of a neighbouring property, declared a disclosable pecuniary interest re the proposed works at the Rose Garden.

Cllr Hopkinson, an allotment holder, declared a disclosable pecuniary interest re the rents for 2017.

98/16. No applications for dispensation had been received

99/16. Minutes of meetings

The minutes of the Parish Council meeting held on 12 th October were proposed as a correct record by Cllr Harrop and were signed by Cllr Eastwood.

No matters arising.

The November Outstanding Issues Report was duly noted.
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No matters arising.

100/16. Correspondence

Resolved:

- a) To note letter received from Oxenhope School Council. Agreed Cllr Cusdin would respond confirming that she and Cllrs Eastwood & McManus would attend a session in School. The Rose Garden Consultation would be discussed along with the Parish Council's role in trying to secure two community defibrillators for the village.
- b) To note e-mail dated 19th October re HGV Prohibition Signs in Denholme and Oxenhope. The Clerk to continue chasing Highways Department for appropriate signage in Denholme.
- c) To note the holding response dated 2nd November received from the Planning Obligations Monitoring Officer relating to the Brooks Meeting Mill section 106 Agreement.
- d) To note the e-mail dated 4th November received from Electoral Services confirming that the Parish Council must co-opt to fill the current vacancy as soon as practicable.

101/16. Public question time

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The meeting was adjourned to allow:

- a) Three parishioners who had been victims of recent crime to share their experiences with members of the Parish Council of their perceived lack of Police involvement in trying to identify and prosecute the criminals. PCSO Helen Wynn-Evans agreed she would investigate the crimes and report back at the next Parish Council meeting. Cllr Eastwood sympathised with the parishioners and confirmed the importance of reporting all crimes to the Police. It was noted that none of the parishioners reported crimes had been flagged up on OWL. Cllr Brown confirmed that he would try to involve Police Inspector Khan in this case.
- b) One parishioner to share his objections to planning application 16/08334/HOU. As there was a consensus of opinion by Parish Councillors that this amended application was an improvement on the original application and that they struggled to find any planning reasons to object, Cllr Eastwood suggested that the parishioner should submit his objections direct to Bradford Council.

102/16. Planning

Resolved:

To formulate observations re the following planning applications:

16/08334/HOU - Single-storey extension to front and renovations at 1 Back Leeming.

The Parish Council raised no objections.

16/08330/FUL - Demolition of existing garage and bungalow and construction of new two-storey house and detached double garage at Greenacres Moorhouse Lane. The Parish Council raised no objections.

103/16. Guest Speakers

The Chairman welcomed all the guest speakers.

- a) PCSO Wynn-Evans confirmed that since the last Parish Council meeting there had been three reported incidents. Two incidents included thefts from vehicles, one from an unlocked vehicle.
- b) Cllr Poulsen reported on her tour of the Worth Valley with newly appointed Police Inspector Khan. Inspector Khan had confirmed to Cllr Poulsen his support of Neighbourhood Policing and that he was keen to introduce himself to members of Parish Councils. Agreed that the Clerk invite Inspector Khan to a future meeting. Cllr Poulsen congratulated the Parish Council for the excellent online questionnaire re the Rose Garden Consultation. Following concerns regarding the footpath from the football pitch to Marsh, Rights of Way had contacted the landowner about the issue and discussed solutions. The landowner then very promptly installed a self-closing gate which had been welcomed by parishioners using the footpath. The rebuilding of St. Mary's Church wall was on-going. Cllr McManus requested that the Clerk write to Highways Department for the excellent standard of walling work and the swiftness of it being undertaken to allow the removal of the temporary traffic lights before the target date.
- c) Cllr Brown confirmed that Police Inspector Khan would be attending the next Area Committee meeting and that the Parish Council's Horse Shoe Dam application for Community Asset status should be approved at this meeting. Cllr Harrop reported on the lack of gritting that morning on Long Causeway. Cllr Brown requested details via email from Cllr Harrop which he would pass onto Highways Department. Cllr Eastwood stated that whilst he understood that Bradford Council faced severe budget pressures, gritting on busy routes was a public safety issue and Long Causeway was a busy commuter route, that should be gritted when snow and ice was forecast. Cllr Poulsen agreed to supply the Parish Council with the gritting routes in Oxenhope.
- d) John Parkin shared the following highlights:

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- i) Cross-country runners across Key Stage Two did the School proud as did the under 11 boys football team who came second in their league.
- ii) The School has been awarded the School Games Mark Bronze award due to the hard work of the PE team led by Miss Cooper. This award recognises the contribution of PE, games and sport within the school curriculum and the School has plans to pursue the Silver award in the future.
- iii) The School continues to engage with St. Mary's Church and has regular contact with the Church wardens.

Cllr Hopkinson confirmed that the Cricket Club's practice facility could be used by School pupils and this was welcomed by Mr Parkin who confirmed he would have a separate meeting with Cllr Hopkinson to sort out keys etc.

[Cllr Eastwood left the meeting]

104/16. Oxenhope Rose Garden

Resolved:

- a) To note that Bradford Council had given permission for tree works to be undertaken at the Rose Garden in accordance with application 16/07447/CPN. Cllr McManus circulated a 1973 photograph of the Rose Garden (see appendix 1) and explained the Parish Council's necessity to submit a section 211 application (16/07447/CPN) to Bradford Council. As the Parish Council has a vision for the long-term future of the Rose Garden, parishioners were encouraged to read the consultation (see appendix 1) and to take part in the survey already posted on www.oxenhopeparishcouncil.gov.uk.
- b) That the immediate requirements were to remove the Norway spruce tree early in 2017 and to open up the Rose Garden by removing the peripheral conifers and that the future policy for The Rose Garden would be determined following conclusion of the consultation. [Cllr Eastwood returned to the meeting]

105/16. Safety Inspection Reports

Resolved:

To note the October Safety Inspection Reports for Marsh Common and the Allotments.

106/16. Schedule of Meetings in 2017

Resolved:

To note the Schedule of Meetings in 2017

107/16. Oxenhope Neighbourhood Development Plan (NDP)

Resolved:

- a) To note that the first NDP Project Group meeting will be held at 7.00 p.m. on Tuesday 15th November. Cllr McManus confirmed that these meetings would then be held on a quarterly basis with regular updates being posted via www.oxenhopeparishcouncil.gov.uk
- b) Cllr Eastwood confirmed that 95 and 13 parishioners had signed up for the NDP Stakeholder and Project Groups respectively.

108/16. Reports

Resolved:

- a) To note Cllr Harrop's previously circulated report re allotments. Cllr Harrop made a request that if and when the spruce tree was felled in the Rose Garden, the resultant wood chip be transported to the allotments for use on the paths. Cllr McManus confirmed that he would ensure this would happen.

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- b) To note the clerk's previously circulated report re community Public Access Defibrillators (cPADs). [Cllr Hopkinson left the meeting]

109/16. Financial Matters

Resolved:

- a) To agree that the allotment holders rents for 2017 would remain at the same levels as 2016 and that the new allotment holders of Plot 1 would be allowed a six month rent free period due to the work required to make the plot cultivatable again. [Cllr Hopkinson returned to the meeting]

- b) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Three	Direct Debit	£25.00	Monthly mobile phone bill
Gratuity Account	Transfer	£30.38	Monthly transfer
Elaine Pearson	Standing Order	£793.56	Monthly salary
M K Illumination UK Ltd	101199	£517.69	LEDs for the Rose Garden
Oxenhope Methodist Church	101200	£68.00	Room hire
Haworth, Cross Roads & Stanbury Parish Council	101201	£9.00	30 x A4 laminates for the NDP Public Meeting
Elaine Pearson	101202	£70.09	Expenses

- c) 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	-242.44		242.44		
01. Precept	17459.00			17459.00	
04. Bank Interest Business Base Rate					
05. Grants Received	5639.00			5639.00	
06. VAT repayment					
07. Allotment key deposits	5.00			5.00	
08. Rent Allotment Holders					
09. Bank Interest - Gratuity Account					
119. PAYE & NIC	-210.54			-210.54	
120. Clerk's monthly salary	-6341.44			-6341.44	£3,598.56
121. Subscriptions	-547.00			-547.00	£253.00
122. Insurance	-491.16			-491.16	
123. Audit Fee	-170.00			-170.00	
124. Room Hire	-203.00			-203.00	£117.00
125. Stationery & printing	-66.94			-66.94	£282.46
126. Postage	-45.5			-45.50	£14.50
128. Christmas Lights	-588.98			-588.98	-£200.23
129. Travel & subsistence	-48.30			-48.30	£101.70
130. Grants via Participatory Budgeting					
131. Allotments	-177.29			-177.29	
133. Contingency Fund	-6.74			-6.74	£163.26
134. Reserves	-1589.64			-1589.64	
135. Mobile phone	-200.00			-200.00	£83.36
136. Worth Exploring					
137. Section 137					
138. Training	-190.00			-190.00	£60.00
139. Outreach	-125.00			-125.00	£250.00
141. Marsh Common	-192.00			-192.00	£490.00
142. Neighbourhood Development Plan	-9.00			-9.00	

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144. Use of David Pearson & Associates premises				
145. Website	-419.59		-419.59	£10.34
146. Oxenhope Youth Club	-1414.22		-1414.22	£2,391.48
Grand Total	£11,265.73	£26,459.50	£3,742.06	£41,467.29

- d) To transfer £163.26 from the Contingency Fund and £36.97 from Reserves to clear the debit balance of £200.23 re Christmas Lights.
- e) To note that the Parish Council's application for additional Smaller Authorities Transparency Funding of £540.00 has been successful.

110/16. Minor items and items for the next agenda

Minor items

Blocked road gullies were reported on Station Road. Cllr Poulsen agreed to report these to Bradford Council along with other gullies which usually require clearing at this time of year on Moorhouse Lane. Cllr Maw confirmed that as Station Road was due for imminent resurfacing work that the gullies would be cleared by Bradford Council before the resurfacing began.

111/16. To note the date, time and venue of the next meeting

Monthly meeting on Wednesday 14th December 2016 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 20.45 p.m.

Appendix 1



Picture of the Rose Garden in the 1970s

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Background

The Rose Garden at Muffin Corner gives an important first impression of Oxenhope to many visitors and is a valuable open green space, in the centre of the village.

The land for the Rose Garden was donated to the former Keighley Borough Council in 1968 by a local family, the Greenwoods, on the basis that the land be used as an Ornamental Garden for the benefit of villagers. Keighley Council did the work in 1972. It was originally very attractive and was laid out as a lawn with rose beds and with a border of 12 Cherry trees and with several other deciduous trees on the western boundary.

Over successive years the standard of maintenance by Bradford Council has reduced dramatically and sadly the Rose Garden is now in a pretty sorry state and no longer contains a single rose. Government funding cuts and austerity measures inevitably mean that Bradford Council's ability to maintain and improve the site is only going to reduce further.

In addition, the garden has been the subject of repeated vandalism, including recent damage to the Christmas tree lights in the main Spruce and in the Cherry trees at either side of the site.

Trees

The current 'Christmas tree' planted at the bottom corner of the Garden is a Norway Spruce which was planted 15 to 20 years ago. Currently around 15 metres in height, the tree is a very dominant feature. A fully grown Norway Spruce could reach up to 40 metres.

The tree has developed a "lean" and residents have expressed fears that the tree could fall in high winds, which are frequent in Oxenhope. Bradford MDC have secured the tree with steel guy ropes and ground stakes. On one side of the tree the guy ropes are sagging as the tree has continued to lean further. The steel ropes have cut into the growing tree trunk, causing a weakness. Further up the tree, the main trunk has dissected into two, introducing a further dangerous weak point.

Earlier this year the Parish Council met with officers from Bradford Council to discuss shaping the tree to make it more appropriate for ongoing use as a Christmas Tree. Officers expressed concern about tree safety and as a result, the Parish Council commissioned an expert arboriculturalist report from Keighley Trees Ltd. This report confirmed that the tree is in a dangerous condition, in part due to the steel guy ropes and in part to the split trunk. In view of this, acting on behalf of the Parish Council, Keighley Trees applied

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for a consent to remove the tree, along with the three cedar conifers on the West Drive frontage. For no discernible reason these trees were planted between the Cherry trees and are deemed to be in very poor condition, not in keeping with the design of the garden and interrupting with adjacent trees and telephone lines. This consent was granted on 13 October. Although not directly our responsibility, the Parish Council intends to progress these works in the best interests of the village. We also wish to further explore how we can improve the Rose Garden, reversing the decline of recent years.

Christmas Lights

Bradford Council's budget for Christmas Tree lights declined several years ago and the Parish Council has paid for purchase, repair and maintenance of the lights in the village for some years now.

Recent expenditure has included additional lights for the main Christmas Tree in July 2015 (£345) and purchase of further new lights and installation in December 2015 (£688). Following vandalism in 2016, additional illuminations have been purchased and will be installed shortly (£531).

It is noted that the main Christmas tree has grown significantly and it is difficult to create an attractive lighting display as a result.

Creating a more manageable central feature, that could be well lit, and surrounded by attractively lit cherry trees, should present a visually appealing festive focal point for the village.

Vision

Oxenhope Parish Council's vision for the future of the Rose Garden:-

- 1 Remove the dangerous Norway Spruce Tree early in 2017 immediately after this season's Christmas Light show.
- 2 Open up the Rose Garden by removing the peripheral conifers.
- 3 Prune the Cherry trees annually to maintain current heights.
- 4 Fill the bare areas with more Cherry Trees.
- 5 Stock the perimeter beds with low height perennial flowering shrubs.
- 6 The central flower bed is a group of differing Cedar varieties in a central bed. It is proposed to retain this group and trim it into a more conical shape, whilst maintaining the current height. This will then be used as a central focus for the Christmas Light display.
- 7 Replace the shrubs in the bottom and top flower beds in the central grassed area with new roses OR fill these beds with turf to create much larger grassed areas so that children can play in these areas.
- 8 Possibly create new chipped bark pathways across the central area to link the existing entrances diagonally across the Garden.

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This would give Oxenhope a year-round, attractive open public space as intended by the Greenwood family. Then at Christmas time we would have an open vista with attractive lights in the Cherry trees, on the edges, leading the eye to the central focal point of a central Conifer Tree arrangement full of lights.

Next Steps

This issue is on the agenda for the November Parish Council Meeting, at the Methodist Chapel in West Drive on 9th November at 7-30 pm. This meeting is open to all villagers.

Views of Parishioners are most welcome. In the longer term there is also the question of whether the Rose Garden should be transferred from Bradford Council to Oxenhope Parish Council. Views on this and indications of interest in getting involved are particularly welcome.