

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL  
HELD ON WEDNESDAY 11<sup>TH</sup> OCTOBER 2017 AT OXENHOPE METHODIST  
CHURCH, COMMENCING AT 7:30 PM**

Present: Cllr Ken Eastwood (Chair)  
Cllr Penny Cusdin  
Cllr Robert Goulding  
Cllr Joyce Harrop  
Cllr Derrick Hopkinson  
Cllr Tony Maw  
Cllr Peter McManus

In attendance: Worth Valley Councillor Russell Brown  
Worth Valley Councillor Rebecca Poulsen  
Miran Rehman  
John Parkin  
Two members of the public

**77/17 Apologies for absence and reason for absence approved.**  
Cllr David Ashcroft.

**78/17 Disclosures of Interest**  
None

**79/17 Applications for a Dispensation**  
None.

**80/17 Minutes of Meetings (previously circulated to Members)**

- a) The minutes of the Parish Council's monthly meeting held on 13<sup>th</sup> September 2017 were confirmed as a true and correct record.
- b) Matters arising from the minutes. None.
- c) The October Outstanding Issues Report was reviewed and the following actions were agreed:  
The clerk was asked to contact Cllr Ashcroft to get an update on the review of the location of grit bins.  
Cllr Maw reported that the cabinet for the storage of emergency equipment was due to be delivered later in the week.  
Cllr Ashcroft has agreed to contact school to set up a meeting about representation on the school's Governing Body.

**81/17 Public Question Time**

A resident spoke to express her concerns about overhanging trees in Moorhouse Lane. The first concern was a large tree on the corner of Station View and the second one was trees affecting the turreted wall. She was concerned about pedestrians' safety, street lighting and road signs being obscured and the effect on the walls.

Cllr Eastwood thanked the resident for coming and expressing her concerns. He said the Parish Council had raised concerns about overhanging branches in other areas, including Cross Lane. The clerk was asked to arrange a

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meeting with Bradford Council to discuss the Parish Council's concerns. Cllr Brown asked to be informed if no progress was made with Bradford Council.

## **82/17 Guest Speakers**

### **a) Police**

PCSO Helen Wynn-Evans sent her apologies. Cllr Eastwood read the report provided by the Police, which stated the crime figures for the period 13<sup>th</sup> September to 11<sup>th</sup> October were:

- 1 residential burglary
- 0 thefts
- 2 thefts from motor vehicles (both appear to be insecure)
- 1 criminal damage (domestic related)
- 0 assaults

There were no matters to report back.

### **b) Worth Valley Ward Councillors**

Cllr Poulsen started by introducing Mr. Chris Herd who is a potential candidate for a Worth Valley ward councillor. He expressed his wish to work with the Parish Council. He is currently a Town Councillor on Keighley Town Council. Cllr McManus invited Mr. Herd to attend the Neighbourhood Planning and Development meetings.

In relation to the issue with repeat prescriptions, Cllr Poulsen reported she had met the Practice Manager at Haworth Surgery. The changes to procedures have been made by the Clinical Commission Group (CCG) to address issues with over ordering of repeat prescriptions. The Practice Manager has agreed to meet with the Oxenhope Pharmacy and look at procedures for vulnerable patients who cannot use the online ordering system. Cllr Poulsen has also raised the issue with Bradford Council's Health and Scrutiny Committee.

There was a general view that ordering through the local pharmacy was the best and safest way of ordering repeat prescriptions.

Cllr Eastwood was keen for the Parish Council to feed into the review by the Health and Scrutiny Committee. Cllr Poulsen agreed to pass on contact details.

Cllr Poulsen reported that she had been in touch with Bradford Council about the rotten wood in the trail area. The Council had offered to just remove the rotten wood, but she had asked them to look at remedial work rather than just removal.

Cllr Poulsen also wanted to promote the Get Connected directory for the BD22 area, which lists groups, activities and contacts in the area. It is aimed at older people and hopes to reduce loneliness.

Cllr Cusdin asked when the road works on Station Road are due to finish. Cllr Poulsen said she did know the date but would let the Parish Council know.

### **c) Headteacher at Oxenhope School**

Mr. Parkin said there had been work done at the school recently including a new external fence, new toilets and interactive whiteboards in classrooms. The school has just appointed two new members of staff and is now fully staffed.

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There have been various sports activities taking place including Year 5/6 girls and boys football, a very muddy cross country event at Cliffe Castle and Quicksticks hockey.

There is now a school app, which makes communication quicker and easier.

The School Council is in place with all new members. In future the school is considering have a two-year rolling programme for the School Council to give some continuity. He said the Council would be very willing to provide input to any Parish Council projects.

Cllr Hopkinson asked about any increase in sports activities. Mr. Parkin said the school is now doing the daily mile where staff and children run for one mile or fifteen minutes each day. There were having different sports on the MACA, with football this half term and then hockey next half term. There were alternating sessions for girls and boys.

Mr. Herd asked if the school was a forest school. Mr Parkin said no, but the school did undertake many of the activities associated with forest schools.

### **83/17 Planning**

The following planning application was considered:

- a) **15/07479/MAF** Submission of details to comply with Conditions 21, 23 and 38 of permission 15/07479/MAF dated 25.04.2017: Mixed Use Development Comprising: Change of use, alteration, conversion, extension and partial demolition of existing mill buildings to develop 45 retirement living apartments; construction of 77 new dwellings including associated access; construction of an extension to the existing industrial building accommodating Airedale Springs; construction of a new factory for Wyedean Weaving; provision of junction improvement works, landscaping works, flood water storage works, parking and links to public footpaths Bridgehouse Mills Bridgehouse Lane Haworth BD22 8PA

The Parish Council raised no objection.

### **84/17 Safety Inspection Reports for Allotments and Marsh Common**

The reports were noted.

Cllr Harrop reported that one allotment holder had given notice. The first three names on the waiting list were not able to take the vacant allotment, meaning the waiting list had gone down.

She also reported that one person had offered to set up an allotment website to share information. It was pointed out that allotment holders would need to agree to their email addresses being shared.

Cllr Goulding was due to lay some more hardcore at the allotments at the end of the week. He suggested that longer term a more permanent solution (tarmac or concrete) would be needed.

Cllr Hopkinson reported that the Japanese knotweed on Marsh Common has been treated.

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### **85/17 Oxenhope Youth Club**

The report by Cllr Cusdin was noted.

Cllr Cusdin stated that she was concerned about the lack of volunteers for the Youth Club. It is not running as a constituted group, which was how it was originally set up. She had emailed the Youth Service to express her concerns and was waiting for a response. This would need to be taken into account when setting the budget for next year.

All volunteers have been parents of children attending the Club. However there is a lot of paperwork involved with being a volunteer, which can put people off. There is a need for help at sessions, particularly male volunteers. Mr. Parkin asked about the age range at the Youth Club. Cllr Cusdin said it was for age 11 to 18 (25 in certain case) but the main age group is 11 to 16 year olds. Mr. Parkin offered to promote the Youth Club in communication from school, particularly communication to Year 6 and also to ask for volunteers. Cllr Goulding said the Youth Club was an important way for "village friendships" to be maintained when children went to different secondary schools.

### **86/17 Rose Garden**

It was resolved to approve the proposed terms of reference for the Friends of the Rose Garden committee.

Following a discussion on the options for a Christmas tree and lights, it was resolved to light up the existing central conifers for Christmas this year. Ducting and cabling will be installed which can be used when a permanent tree is in place. Expenditure up to the estimated cost of £700 was authorised.

### **87/17 Correspondence**

The following correspondence was considered:

- a) Letter from Revd. Cat Thatcher inviting representatives of the Parish Council to attend the Remembrance Service on 12<sup>th</sup> November. It was resolved that Cllr Harrop would attend.
- b) Report from Oxenhope Cricket Club on the grant given under the Participatory Budget scheme. Noted.
- c) Email from Peter Richmond, Bradford Council, regarding overhanging trees on Cross Lane. Noted.
- d) Email from Kathryn Jones, Bradford Council, regarding Planning Protocol. Noted.
- e) Email from Groundworks regarding successful application for NDP grant. Noted.
- f) Email from Cllr Goulding regarding return of Participatory Budget funding from Worth Valley Young Farmers. Cllr Goulding reported that the Young Farmers ran out of time to complete the project to the standard they wanted. The project was completed but was not as good as other projects. The funding will be returned once full authorisation is obtained. Noted.
- g) Email from Big Lottery Fund regarding unsuccessful application for funding for two further defibrillators. Noted.

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**88/17 Additional Defibrillators.**

The Chair and Clerk were authorised to resubmit an application for two further defibrillators to the Big Lottery Fund.

**89/17 Litter Bins**

The Council discussed the issue of the siting of potential additional litter bins. They felt that there was not a particular problem with the Goit. Cllr Goulding raised the issue of litter on Marsh Lane, while Cllr McManus flagged up the issue of the parking spot on the Hebden Bridge Road just past the Wagon and Horses pub. It was resolved that Cllr McManus would draft a letter for the clerk to send to Bradford Council asking about the installation and emptying of a bin on this site. Councillors also expressed concern about the amount of litter on the Recreation Ground and in the Rose Garden.

**90/17 Financial Matters**

**Resolved:**

a) The following accounts were authorised for payment:

Payee	Cheque no.	Amount	Description
H3G (Three)	Direct Debit	<b>£10.00</b>	Phone
Oxenhope Methodist Church	101259	<b>£30.00</b>	Room hire July to September 2017
Npower	101260	<b>£12.99</b>	Admin charge 10/04/16 to 31/10/16
Post Office	101261	<b>£487.30</b>	HMRC payment July to September 2017
MWT Electrical	101262	<b>£220.00</b>	Electrical work for defibrillators
Sign and Design Ltd.	101263	<b>£115.20</b>	Two plaques re defibrillators

- b) The following payments previously authorized were noted:  
Clerk’s salary and home working allowance (01.10.17– 31.10.17)
- c) The bank reconciliation and budget were noted.

**91/17 Minor items and items for next agenda**

Cllr Hopkinson said information about grant funding from the wind farm should be available soon and he hoped to bring details to the next Parish Council meeting.

Cllr McManus said he would be meeting Bradford Council on Wednesday 18<sup>th</sup> October at 10.30 to discuss the lease for the Rose Garden.

The issue of vehicles parking in front of the kiosk at Leeming and blocking access to the defibrillator was discussed. It was agreed that the clerk would write to the garage to make them aware of the Parish Council’s concerns.

**92/17 To note the date and time of the next meeting**

The next monthly meeting will be on Wednesday 8<sup>th</sup> November 2017 at 7.30 p.m.

The meeting closed at 8.25 p.m.

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