

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON  
WEDNESDAY 8<sup>TH</sup> OCTOBER 2014 AT OXENHOPE METHODIST CHURCH,  
COMMENCING AT 7:30 PM**

Present: Cllr Tony Maw  
Cllr Pauline Bedford  
Cllr Reg Hindley  
Cllr Derrick Hopkinson  
Cllr Tony Jones

In attendance: Worth Valley Ward Councillor Russell Brown  
Worth Valley Ward Councillor Rebecca Poulsen  
Miran Rahman, Keighley News Reporter  
No members of the public

**108/14. Apologies consented to**

Cllr Neal Cameron (work commitments)  
Cllr Penny Cusdin (family commitments)  
Cllr David Ashcroft (work commitments)

**109/14. Disclosures of Interest**

Cllr Maw declared a disclosable pecuniary interest regarding the one item under correspondence. It was agreed that this item would be chaired by Cllr Hopkinson.

**110/14. No applications for Dispensation**

**111/14. Guest Speakers**

Cllr Poulsen gave Cllr Miller's apologies for absence. Cllr Poulsen reported that youth provision across the ward from September to April had been confirmed and that she had tried to make contact with Cllr Cusdin to brief her and to assist her in identifying funding opportunities. Cllr Hopkinson confirmed that Cllr Cusdin was arranging an Oxenhope Youth Club Management meeting. Cllr Poulsen confirmed that she would try to attend the Management meeting. Cllr Brown added that Clear Up kits were available and Cllr Maw confirmed that it would be good to see the young people of Oxenhope using these kits say after next year's Straw Race. Cllr Poulsen handed a consultation to Cllr Hopkinson that the young people of Oxenhope may wish to respond to.

Cllr Poulsen confirmed that Yate Lane from its junction with Station Road up to number 19 Yate Lane would be resurfaced within the next three months. Following Noreen Akhtar's career move, her replacement had not yet been appointed but the Parish Council would be kept informed.

Cllr Brown confirmed that the large letter O in the Tour de France Hollywood sign would be installed in the bike parking area at Oxenhope School.

Cllr Jones reported that there were several blocked gullies on Hebden Bridge Road. Cllr Brown requested details so that the appropriate action could be taken.

**112/14. Minutes of meetings**

The minutes of the Parish Council meetings held on 10 <sup>th</sup> & 24 <sup>th</sup> September were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman.
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**No matters arising**

The October Outstanding Issues Report was duly noted.
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**No matters arising**

*SIGNED .....* 12<sup>th</sup> November 2014

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**113/14. Public question time**

No matters raised.

**114/14. Planning**

Resolved to note the following decision:  
Planning permission granted - 14/02870/HOU - Replacing existing conservatory with single storey rear extension at Lower Naylor Hill Farm, Black Moor Road.

[Cllr Maw left the meeting]

**115/14. Correspondence**

To receive the following previously circulated communications and to formulate responses, if appropriate:

E-mail dated 26<sup>th</sup> September received from a concerned parishioner re the building plot next to Waterside Mill at Leeming was noted and it was agreed that the Clerk send onto the parishioner the Parish Council's recent correspondence on this matter and confirm that neighbouring parishioners should take their own action by individually writing to Bradford Council.

[Cllr Maw returned to the meeting]

**116/14. Reports**

To receive the following reports or to note previously circulated reports:

- a) Oxenhope School Governors. No report received.
- b) Allotments. Following the concerns raised by Cllr Bedford that some of the allotment holders were not cultivating their plots and maintaining their respective paths weed free, it was agreed that Cllrs Bedford and Cameron should undertake an inspection of all the plots before the end of October.
- c) Rights of Way. Cllr Hindley confirmed that Cllr Hopkinson was welcomed at the recent Local Access Forum. As Cllr Hopkinson was currently shadowing Cllr Hindley with a view of taking over the Parish Council's rights of ways duties, Cllr Maw thanked Cllr Hindley for all the hard work he had done over the years. Cllr Hopkinson confirmed that he had already received a report of a broken stile this week and had reported it to Rights of Way Department. Following Bradford Council having no clear policy on memorials such as wooden seats etc., the Parish Council would be receiving a consultation in the near future.
- d) Oxenhope Community Centre. Cllr Tony Maw reported that most of the work had been done and that only some decorating remained. Cllr Hindley thanked Cllr Maw for his committed involvement to improve this facility for the village.

**117/14. Financial Matters**

**Resolved:**

- a) To note the external auditor's report (previously circulated)
- b) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Orange	Direct Debit	£28.24	Mobile phone charges from 17 <sup>th</sup> September to 16 <sup>th</sup> October
Gratuity Account	Transfer	£29.43	Monthly transfer
Elaine Pearson	Standing Order	£730.08	Monthly salary
Lawn Order	101099	£120.00	Work carried out at Marsh Common
PKF Littlejohn LLP	101100	£240.00	2013 – 14 External Audit
S & R Gibson	101101	£12.00	Six month refund of this year's rent re allotment plot no. 4
Post Office	101102	£214.75	PAYE & NIC
Elaine Pearson	101103	£191.68	Expenses

- c) To note the following trial balance:

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Analysis	A/c				Grand Total	Budget remaining
	Current	Deposit	Gratuity			
001. Balance b/fwd	811.70	29424.41	2780.43		33016.54	
002. Transfer	-6206.01	6000.00	206.01			
01. Precept	14495.00				14495.00	
04. Bank Interest Business Base Rate		4.46			4.46	
05. Grants Received	875.00				875.00	
06. VAT repayment	194.24				194.24	
08. Rent Allotment Holders	367.00				367.00	
09. Bank Interest - Gratuity Account			0.35		0.35	
119. PAYE & NIC	-429.50				-429.50	
120. Clerk's monthly salary	-5110.96				-5110.96	£4,774.41
121. Subscriptions	-604.00				-604.00	£266.00
122. Insurance	-481.09				-481.09	£13.91
123. Audit Fee	-290.00				-290.00	
124. Room Hire	-166.00				-166.00	£154.00
125. Stationery & printing	-123.16				-123.16	£421.84
126. Postage	-59.52				-59.52	£0.48
128. Christmas Lights	-82.46				-82.46	
131. Allotments	-684.60				-684.60	
133. Contingency Fund	-9.00				-9.00	£926.00
135. Mobile phone	-200.59				-200.59	£107.85
139. Outreach	-125.00				-125.00	£250.00
141. Marsh Common	-120.00				-120.00	£150.00
142. Contribution towards the 812 service	-500.00				-500.00	
<b>Grand Total</b>	<b>£1,551.05</b>	<b>£35,428.87</b>	<b>£2,986.79</b>		<b>£39,966.71</b>	

#### 118/14. Minor items and items for the next agenda

##### Minor items:

- a) It was agreed that either Cllr Hopkinson or Cllr Maw represent the Parish Council at the next Planning Panel Meeting on 16<sup>th</sup> October re planning application 14/03206/FUL.
- b) Members agreed to maintain a watching brief on the removal and erection of new signage at the Pharmacy on Station Road and to report any concerns they may have at the next meeting.
- c) It was confirmed that the recent anti-social behaviour incidents at the Lowertown bus shelter and in the Recreation Ground had been reported to the Police.
- d) It was agreed that Cllr Jones investigate whether Oxenhope's parishioner, who had already cleared the footpath from Lowertown to Pawsons Mill, would be willing to clear the weeds from the ginnel from Waterside to Yate Lane.

##### Items for the next agenda:

- e) To authorise the application to register the Recreation Ground and the Community Centre as Community Assets and to consider registering the Millennium Green, the Cricket Ground and the Rose Garden as Community Assets.

#### 119/14. To note the date, time and venue of the next meeting

Monthly meeting on Wednesday 12<sup>th</sup> November 2014 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 20:33 p.m.

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