

**MINUTES OF THE MEETING OF OXENHOPE PARISH COUNCIL HELD ON WEDNESDAY
9TH JANUARY 2013 AT OXENHOPE METHODIST CHURCH, COMMENCING
AT 7:30 PM**

Present: Cllr Neal Cameron
Cllr David Ashcroft (7:40 – 9:20)
Cllr Pauline Bedford
Cllr Penny Cusdin
Cllr Reg Hindley
Cllr Derrick Hopkinson
Cllr Tony Jones

In attendance: Nine members of the public

203/13. Apologies consented to

Cllr Tony Maw (family commitments)
Cllr David Ashcroft (work commitments)

204/13. Disclosures of Interest

Cllr Cusdin, due to family reasons, declared a disclosable pecuniary interest re planning application 12/04979/FUL.

205/13. No applications for dispensation had been received

206/13. No Guest Speakers

207/13. Minutes of meetings

The minutes of the Parish Council meetings held on 12 th December were proposed as a correct record by Cllr Cusdin and were signed by the Chairman.
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No matters arising:

The January Outstanding Issues Report was duly noted.

Matters arising:

Agreed to remove the Stony Hill Clough entry.

208/13. Public question time

The meeting was adjourned to allow:

- a) A parishioner to express his concerns regarding speeding traffic on Cross Lane and irresponsible parking of vehicles on Mill Lane, Station Road and Moorhouse Lane during KWVR special event week-ends. Cllr Cameron confirmed that Highways Department would be informed of the speeding traffic on Cross Lane and that he would raise the irresponsible parking to the KWVR Chairman on 10th January 2013.
- b) A parishioner to express her concerns regarding speeding traffic on Denholme Road between the Dog and Gun and the main concentration of properties in Leeming. The build-outs many times exacerbate the problem as some motorists actually increased their speed in an act to get through the build-outs before other vehicles approaching the build-outs in the opposite direction. Cllr Ashcroft supported the comments made and confirmed that traffic could be observed at all times of the day exceeding the speed limit. He added his concerns that in too many recent documents, Oxenhope and Leeming are named separately and that this separate designation of parts of Oxenhope could lead to future planning problems. It was acknowledged that members needed to reinforce to organisations such as Bradford Council that the Parish Council has responsibility for the whole of Oxenhope. It was agreed that the

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speeding traffic problems on Denhome Road would be reported to Highways Department. Cllr Hopkinson added that Shaw Lane also experienced speeding motorists and this was added to the Clerk's list to report to Highways Department.

As the majority of the parishioners attending the meeting were present to voice their opinions as to why planning application 12/04979/FUL should be refused by the Planners, they were allowed to put forward their objections. The applicant was allowed to respond putting his points forward as to how this application differed from the previous application and that he sought the Parish Council's support on his amended application.

209/13. Planning

Cllr Cusdin left the meeting room.

12/04979/FUL - Construction of dwelling, access, parking and landscaping at land south west of 22 Denholme Road. The Parish Council raised the following objections (i) that the opening up of another vehicle access on Denholme Road would jeopardise road safety at an existing busy area of Denholme Road which attracts many motorists to the petrol filling pump at B & S Motors and to the Rocking Horse Nursery to either drop off or pick up children. This would therefore be contrary to UDP Policy TM19A; (ii) that the new vehicle access would exacerbate the existing on-road parking problems on Denholme Road and therefore would jeopardise road safety and be contrary to UDP Policy TM19A; (iii) that the Oxenhope Village Design Statement would not advocate the proposed design of fenestration; (iv) the introduction of this new dwelling on key open space would have a significant negative impact on the character and appearance of the Leeming Conservation Area. The vista across Leeming Water would be destroyed by this inappropriately designed dwelling which does not relate to the historic layout of the settlement and the key open space would be lost to the detriment of visual amenity and the character and appearance of this Conservation Area. This would be contrary to UDP Policies UDP3, UR2, BH7, BH10 and OS8. It was noted that if the planners were minded to approve the application then members of the Parish Council would require determination of this application at a Planning Panel meeting.

Cllr Cusdin returned to the meeting room.

12/04408/HOU – New access way at 71 – 73 Denholme Road. The Parish Council raised no objections providing the egress and access onto Denholme Road met with Highways Department's approval.

12/05041/FUL - Wind turbine (14.97m to hub, 5.6m diameter blades) at Bodkin Bodkin Lane. The Parish Council raised the following objections: (i) the vista of the Bodkin Lane area would be destroyed and therefore contrary to UDP Policies NE3 and NE3A; (ii) the wind turbines would be highly prominent in the green belt and therefore contrary to Policies GB1 and GB3 of the Bradford Replacement Unitary Development Plan. It was agreed that if the planners were minded to approve the planning application then it should be determined at an Area Planning Panel meeting

210/13. Quality Parish Status (QPS)

Resolved: That the Parish Council should not apply for reaccreditation in February 2013 and that Cllr Cameron write to the National Association of Local Councils stating the reasons why members of the Parish Council had taken the decision not to reaccredit.

211/13. Communication

Resolved: To defer the authorisation of the revised Parish Plan web page for www.oxenhope.org.uk until the February 2013 monthly meeting.

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212/13. Consultations

Resolved:

- a) Cllr Ashcroft's previously circulated Oxenhope School Governors' response to the consultation 'The Enlargement of Primary Schools to accommodate proposed increased intake admissions' was noted.
- b) Cllr Ashcroft's previously circulated Oxenhope School Governors' response to the consultation 'The Admissions and Coordinated Admission Arrangements for Primary and Secondary Schools in September 2014' was noted.
- c) Cllr Ashcroft to circulate to members the Oxenhope School Governors' response to the consultation 'The proposed changes to entitlement within Bradford Council's School Transport Policy'.

213/13. Bio-diversity

Resolved: To defer the discussion regarding the best way forward in ensuring an in-depth bio-diversity study was undertaken for Oxenhope until the February monthly meeting.

214/13. Reports

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

- a) School Governors. Cllr Ashcroft confirmed that he would be able to provide a full report at the February Parish Council meeting following next week's School Governors' meeting.
- b) Allotments. Cllr Bedford confirmed that she was contacting people on the waiting list to ensure they were still interested in having an allotment plot. So far the list had been reduced as one family was now living in Suffolk.
- c) Oxenhope Youth Club. Cllr Cusdin reported that the Youth Service had gone through yet another reorganisation and that the full implications of this very recent reorganisation was not known by Abina Dorgan-Smith. It was suggested that if Cllr Cusdin had any concerns that she should raise these with Worth Valley Ward Councillor Rebecca Poulsen.
- d) Rights of Way (RoW). Cllr Hindley reported the demise of the West Yorkshire Pennine Local Access Forum and Bradford Council's decision to combine RoW Forums and RoW Surgeries into Bradford Council's Local Access Forum. Cllr Hindley confirmed his support for the action taken.
- e) Oxenhope Community Centre. Cllr Cusdin reported that the Community Centre had been awarded £10k of funding which would be used to repair/renew the lights, windows and doors.

215/13. Allotments

Resolved:

- a) To note that the Open Forum for allotment holders will take place on 16th January 2013
- b) To defer the 2013 charging structure for allotment plots until after the Open Forum
- c) To defer who will undertake the Safety Inspection Reports until after the Open Forum

216/13. Correspondence

Resolved:

- a) To note the e-mail dated 23rd December received from PCSO Helen Wynn-Evans re KWVR parking issues and to authorise Cllr Cameron to discuss these parking issues with Dr Matt Stroh, KWVR Chairman on 10th January 2013.
- b) To note e-mail dated 20th December received from Kath Windett, Senior Rights of Way Officer re footpath 206 and to authorise the Clerk to post a copy of the e-mail to Mr John Kitchen.

217/13. Marsh Common

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Resolved: That there was nothing requiring urgent attention that the previously circulated Safety Inspection Report be noted.

218/13. Financial Matters

Resolved:

- a) That Cllr Maw circulates to members his draft report to secure, for Oxenhope, all of the 'Recreation' section 106 monies (£13,898) relating to planning application number 11/03373/MAF so that the report can be finalised at the February 2013 monthly meeting.
- b) That the following 2013/14 budget be approved:

Predicted spending:				
2012/13	Administration	2013/14		
9940	Clerk's salary ¹	9940		
650	Stationery and printing ²	800		
50	Postages	50		
335	Office costs	275		
150	Travel and subsistence	150		
335	Internal and external audits ³	250		
	Total		11465	
840	Subscriptions ⁴	890		
320	Room Hire ⁵	320		
505	Insurance	505		
290	Training	250		
0	Marketing	250		
375	Outreach	375		
	Total		2590	
	Projects (To be agreed by resolution)			
250	Christmas Lights ⁶	1330		
300	Purchase of dual purpose bins	0		
300	Maintenance of Marsh Common	300		
0	Telephone kiosks	200		
0	Contribution towards the 812 bus service	250		
500	Website	0		
	Total		2080	
400	Contingency Fund ⁷	935		
0	Grants via Participatory Budgeting	1000		
840	Grants - Other	0		
	Total		1935	
	Total Predicted Spending			18070
	Predicted Income:			
0	Transfer from reserves ⁸		2500	
	Total		2500	
	Total Predicted Income			2500
16380	Precept (Spending - Income)			15570

Based on Bradford Council's latest figures, the Council Tax Support Grant will be £1,274
 With a Tax Base of 943 then the Parish Council Tax for a Band D Property would be
 £15.16 (2012/13 Band D tax £15.96)

Notes: 1. Salary scale 29, hours per week 14.
 2. Includes the printing of the Annual Reports

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3. This assumes the Parish Council's income/expenditure is < £50,000
4. Includes annual web site hosting fee and annual subscriptions to
ICO, SLCC &
YLCA
5. All room hire at Oxenhope Methodist Church
Current charges £10 per session May - Sept (£18 Oct - Apr)
6. Based on 2012 -13 energy consumption, 2012 - 13 electrician's fees
and £1,000 for additional
lights
7. Fund to pay for any unforeseen expenditure
8. Forecast amount of reserves as at 31st March 2013 £26,000.00
9. Existing unspent earmarked funds:
Purchase of land for
allotments £3,335.00

c) The following accounts for payment be authorised:

Payee	Cheque no.	Amount	Description
YLCA	101013	£35.00	Code of conduct training
Yorkshire Water	101014	£13.46	Water supplied at the allotments
Elaine Pearson	101015	£72.00	Expenses
Gratuity Account	Transfer	£29.14	Monthly transfer
Elaine Pearson	Standing Order	£689.50	Monthly salary

d) The following trial balance be noted:

Analysis	A/c			Grand Total	Budget remaining
	Current	Deposit	Gratuity		
001. Balance b/fwd	23329.25	392.81	2075.22	25797.28	
002. Transfer	-30262.26	30000.00	262.26		
01. Precept	16380.00			16380.00	
02. Revealing the Worth Grants	8809.00			8809.00	
04. Bank Interest Business Base Rate		10.27		10.27	
07. Unpresented cheque	2.00			2.00	
09. Bank Interest - Gratuity Account			0.53	0.53	
10. Allotments Grant	406.00			406.00	
119. PAYE & NIC	-976.81			-976.81	
120. Clerk's monthly salary	-6896.40			-6896.40	£3,043.60
121. Subscriptions	-839.00			-839.00	£1.00
122. Insurance	-503.72			-503.72	£1.28
123. Audit Fee	-415.00			-415.00	
124. Room Hire	-192.00			-192.00	£128.00
125. Photocopying & stationery	-916.86			-916.86	£44.29
126. Postage & telephone	-48.48			-48.48	£1.52
128. Christmas Lights	-85.98			-85.98	£178.35
129. Travel & subsistence	-91.00			-91.00	£59.63
130. Grants	-600.00			-600.00	
131. Allotments	-78.27			-78.27	
133. Contingency Fund	-389.67			-389.67	£16.95
134. Reserves	-513.00			-513.00	
135. Recreation Ground Improvements	-3000.00			-3000.00	
137. Section 137	-17.00			-17.00	
138. Training	-248.00			-248.00	£555.00
140. Oxenhope Youth Club	-1322.00			-1322.00	

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142. Rose Garden/Millennium Green improvements	-38.69			-38.69
145. Website	-565.00			-565.00
146. Oxenhope Fete	53.01			53.01
Grand Total	£980.12	£30,403.08	£2,338.01	£33,721.21

219/13. Minor items and items for the next agenda

Minor Items:

It was agreed that Cllr Cameron write to Craig Melia as regards the on-going e-mail problems the Clerk and Cllr Bedford were experiencing.

220/13. Councillors Surgeries

Resolved: That Cllrs Hopkinson and Cusdin will attend the surgery on 13th February from 7.00 – 7.30 p.m.

221/13. To note the date, time and venue of the next meeting

- Monthly meeting on Wednesday 13th February 2013 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 21:20 p.m.

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