

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON
WEDNESDAY 10TH JULY 2013 AT OXENHOPE METHODIST CHURCH, COMMENCING
AT 7:30 PM**

Present: Cllr Neal Cameron
Cllr Tony Maw
Cllr Pauline Bedford
Cllr Penny Cusdin
Cllr Reg Hindley
Cllr Derrick Hopkinson

In attendance: No members of the public
Richard Motley & Dave Hickling, Integreat Plus
Miran Rahman, Keighley News Reporter

48/13. Apologies consented to

Cllr Ashcroft (chairing a School Governors' meeting)
Cllr Jones (family commitments)

49/13. Disclosures of Interest

Cllr Hopkinson, chairman of Oxenhope Cricket Club, disclosed a pecuniary interest re the parishioner's e-mail re cricket balls under agenda item 'correspondence'.

50/13. No applications for dispensation had been received

51/13. Guest Speakers

The Chairman welcomed Richard Motley and Dave Hickling from Integreat Plus. Mr Motley explained that the not for profit making company, Integreat Plus, had been set up two years ago. Their role is to support communities in the Neighbourhood Planning Process.

Messrs Motley and Hickling then proceeded to explain the series of slides of how Integreat Plus is already supporting Poppleton, Todmorden, Dewsbury and Cottingham. They emphasised the importance of engaging local people, to understand the issues and to ascertain what people want e.g. in Todmorden Integreat Plus is investigating how food can be the core of their Neighbourhood Plan.

The Chairman thanked Messrs Motley and Hickling and asked if it were possible for them to examine the Oxenhope Parish Plan, the Oxenhope Village Design Statement and the Conservation Area Appraisals to be able to give their recommendations as to what Oxenhope's next step is in the Neighbourhood Planning process. In particular Cllr Cameron was interested to learn what Integreat Plus could offer over and above what members of the Parish Council could do.

52/13. Minutes of meetings

The minutes of the Parish Council meetings held on 12th & 26th June were proposed as a correct record by Cllr Hindley and were signed by the Chairman.

No matters arising

The July Outstanding Issues Report was duly noted.

No matters arising

53/13. Public question time

No matters raised.

54/13. Housing Associations

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Resolved: That the Clerk and members of the Parish Council continue their investigations to ascertain which Housing Associations operate in Oxenhope.

55/13. Allotments

Resolved:

- a) That Cllr Hopkinson submit a £500 funding bid electronically to Skipton Building Society Big 160 Appeal to develop the new Keighley Road Allotment site.
- b) To note that AWB Charlesworth Solicitors will be going back to Keyland Developments Ltd confirming that rent reviews should be undertaken annually based on the index relating to land prices

56/13. Millennium Green Fete

Resolved:

- a) That the Clerk confirm with Cllr Jones that a pitch and a table have been allocated to the Parish Council at the Fete.
- b) That the Clerk source materials about Neighbourhood Planning.
- c) That those Oxenhope Parish Councillors attending the Fete try and encourage parishioners to share their e-mail addresses with the Parish Council in order that they can receive the Council's e-newsletter. As an incentive the Clerk agreed to contact a local supermarket to investigate whether the store would sponsor a free prize draw.
- d) That those Oxenhope Parish Councillors attending the Fete try and encourage parishioners to share 'what is great about living in Oxenhope?'
- e) That those Oxenhope Parish Councillors attending the Fete promote www.oxenhope.org.uk

57/13. Correspondence

Resolved:

- a) To note the e-mail dated 25th June received from a concerned parishioner regarding cricket balls and that the Clerk should forward the e-mail to the Chairman of the Cricket Club Committee to action.
- b) To note the letter dated 25th June received from Dr Matt Stroh, Chairman of Keighley & Worth Valley Railway Preservation Society Limited.

58/13. Reports

Resolved: To receive the following reports:

- a) Allotments. Cllr Bedford read out an e-mail she had received from a parishioner requesting an allotment plot to locate greenhouses and sheds. It was agreed that she should attach the Tenants Agreement to her response pointing out that tenants are subject to this agreement and that if the terms were acceptable to the parishioner she would add his name to the waiting list. Cllr Bedford confirmed that there were 19 names on the waiting list. Cllr Cameron agreed to draft an article for Facebook regarding the new allotment site adjacent to Keighley Road.
- b) Worth Valley Joint Transport Committee (WVJTC). Cllr Cameron confirmed that the next meeting of the WVJTC would be next week. There had been an interim meeting for WVJTC members to meet the Junior Officer of the Department of Transport to discuss the ARUP report. Subsequent to this meeting the DoT Junior Officer had requested a further meeting on 9th August to discuss the possibilities of a trial KWVR Community Daily Service. The 812 bus service had been extended to Scar Top following a financial contribution by this business in order that Scar Top can promote themselves and their holiday lets.
- c) Oxenhope Youth Club. Cllr Cusdin confirmed that the Youth Club AGM had taken place and that a 17 year old had been elected as Chairman. Cllr Cameron offered to give guidance to the newly elected Chairman if required. Cllr Cusdin confirmed

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that the Youth Club would not be running over the Summer school holidays but would resume on 13th September.

- d) Rights of Way. Cllr Hindley confirmed that Stuart Sharp had led this year's Oxenhope Boundary Walk and reported that Yeoman Stoop on Cock Hill is flat on the deck and that the footpath from Ducking Stool to Hole was in an almost impassable state. Cllr Hindley confirmed that he would be reporting both matters to Bradford Council's RoW Department.
- e) Oxenhope Community Centre. Cllr Maw confirmed that the WREN funding application amounting to £50k for renovation costs had been submitted. Unfortunately WREN's decision on the application would not be received until November and as such some renovation works such as roof repairs and new windows may have to be started before the autumn. Cllr Cameron suggested that Cllr Maw approach Banks Development, e-on and Bradford Council as they may be able to assist financially.

59/13. Financial Matters

Resolved:

- a) To accept the quote received from Imprint for the printing of 1,200 Annual Reports
- b) To authorise the following accounts for payment:

| Payee | Cheque no. | Amount | Description |
|----------------------|----------------|---------|--|
| SLCC Enterprises Ltd | 101039 | £82.80 | One delegate place at the SLCC Regional Conference on 3 rd July |
| Orange | Direct Debit | £27.70 | Mobile phone charges from 17 th June to 16 th July |
| Gratuity Account | Transfer | £29.14 | Monthly transfer |
| Elaine Pearson | Standing Order | £713.54 | Monthly salary |

- c) To note the following trial balance:

| Analysis | A/c | | | | Grand Total | Budget remaining |
|---|------------------|-------------------|------------------|--|-------------------|------------------|
| | Current | Deposit | Gratuity | | | |
| 001. Balance b/fwd | 908.47 | 30406.95 | 2426.00 | | 33741.42 | |
| 002. Transfer | -5616.56 | 5500.00 | 116.56 | | | |
| 01. Precept | 15570.00 | | | | 15570.00 | |
| 08. Rent Allotment Holders | 349.00 | | | | 349.00 | |
| 119. PAYE & NIC | -246.93 | | | | -246.93 | |
| 120. Clerk's monthly salary | -2854.16 | | | | -2854.16 | £7,085.84 |
| 121. Subscriptions | -502.00 | | | | -502.00 | £388.00 |
| 122. Insurance | -492.89 | | | | -492.89 | £12.11 |
| 124. Room Hire | -54.00 | | | | -54.00 | £266.00 |
| 125. Stationery & printing | -64.04 | | | | -64.04 | £735.96 |
| 126. Postage | -18.8 | | | | -18.8 | £31.20 |
| 128. Christmas Lights | -56.96 | | | | -56.96 | £1,273.04 |
| 129. Travel & subsistence | -13.80 | | | | -13.80 | £136.30 |
| 131. Allotments | -10.49 | | | | -10.49 | |
| 133. Contingency Fund | -256.5 | | | | -256.5 | £675.00 |
| 135. Mobile phone | -87.11 | | | | -87.11 | |
| 136. Worth Exploring | -4800 | | | | -4800 | |
| 138. Training | -82.80 | | | | -82.80 | £181.00 |
| 141. New printer | -89 | | | | -89 | |
| 142. Contribution towards the 812 service | -250 | | | | -250 | |
| 143. Telephone Kiosks | -220.98 | | | | -220.98 | £13.03 |
| Grand Total | £1,110.45 | £35,906.95 | £2,542.56 | | £39,559.96 | |

60/13. Minor items and items for the next agenda

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Minor items:

- a) Cllr Cusdin suggested for next year's Straw Race that bin liners are located along the route to ease the clearing up of rubbish after the event.
- b) Cllr Jones to contact Keighley & Worth Valley Railway to ensure attendees of the Millennium Green Fete can use the toilets at Oxenhope Station.
- c) Cllr Jones to give his opinion to the Clerk as to how the Parish Council should proceed with the pruning of the overhanging tree branches at Marsh Common.

61/13. To note the date and times of the next meetings

- Planning meeting on Wednesday 24th July 2013 at 7.30 p.m.
- Monthly meeting on Wednesday 14th August 2013 at 7.30 p.m.

The Chairman closed the meeting at 21:12 p.m.

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