

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON
WEDNESDAY 12TH FEBRUARY 2014 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
Cllr Tony Jones

186/14. Apologies consented to

Cllr David Ashcroft (work commitments)

187/14. No disclosures of Interest

188/14. No applications for dispensation had been received

189/14. No Guest Speakers

190/14. Minutes of meetings

The minutes of the Parish Council meeting held on 8th January were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman.

No matters arising

The minutes of the Worth Valley Joint Transport Committee meeting held on 4th February were noted.

Matters arising

Cllr Cameron confirmed that it was very unlikely that Metro would gain the support of the West Yorkshire Passenger Transport Executive at their meeting on 19th February for the KWVR Commuter Rail project. But there was a chance that KWVR might undertake the project independently. Cllr Cameron then reported on the Open Forum at the end of January to draw up a rapid action plan for the Fire Service project in Haworth. The outputs of the debate were summarised by Cllr Cameron via a SWOT analysis and this would be followed up in the near future with a meeting with the Deputy Chief Fire Officer. Cllr Jones suggested that perhaps the Haworth Tourist Information Centre may wish to relocate to the Fire Service's building on Station Road.

The notes of the Allotment Holders Open Forum held on 15th January were noted.

No matters arising

The February Outstanding Issues Report was duly noted.

Matters arising

Cllr Cameron reported that he had been requested from Keyland to supply a sketch plan showing the timber walkway over the marsh land at the Keighley Road allotments site. The Clerk was requested to add Neighbourhood Planning to the outstanding issues report as a reminder for Cllr Cameron to arrange a free gratis meeting with Richard Motley.

191/14. Public question time

No matters raised.

192/14. Planning

14/00319/HOU - Install replacement windows to front of property and change lounge window into French doors at 81 - 83 Denholme Road. The Parish Council raised no objections as regards the replacement windows but objected to the introduction of French doors as these would be out of keeping with the existing properties in the Leeming Conservation Area.

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14/00006/HOU - Construction of detached double garage at Low Fold Kennel Lane. The Parish Council raised no objections in principle but sought clarification that stone rather than blue slate would be used for the roof and that other materials to be used would be in keeping with the existing property.

To following decision was noted:

Refused Planning Permission - 13/04085/HOU - Partial demolition and extension of detached garage and glazed link to dwelling at Horkinstone Barn Denholme Road

193/14. Worth Exploring

Resolved:

- a) To note that the interpretative panels have been installed at Keighley & Ingrow Stations
- b) That the Keighley based launch event to celebrate the installation of the interpretative panels at Ingrow and Keighley Stations should take place before end of March 2014. If available, Cllr Neal Cameron and the Clerk would attend this event. Cllr Cameron agreed to advise Keighley Town Councillor Graham Mitchell, so that Cllr Mitchell could co-ordinate the event. A bigger launch was agreed end of May to celebrate the whole Worth Exploring project. This would coincide with the completion of the Worth Exploring website and App. This event would be Oxenhope based to recognise that the funding for the project was organised by Oxenhope Parish Council.

194/14. Correspondence

Resolved:

- a) To note the e-mail dated 3rd February received from Imprint re Oxenhope village leaflet/booklet. Cllr Maw circulated a draft of the Oxenhope village leaflet and confirmed that some of the images would be replaced with better images and that he sought an improved map. It was suggested that Cllr Maw speak to Tricia Tillotson at Bradford Council's Tourism Department. As Vikki Harris at Welcome to Yorkshire may also be able assist in the provision of an improved map Cllr Cameron requested an electronic version of the leaflet.
- b) To note the e-mail dated 5th February received from a concerned parishioner re one of the newly constructed dwellings at Woodridge, Moorhouse Lane. As this matter was not a parish council matter but nevertheless a very upsetting situation for the parishioner it was agreed that Cllr Cameron in his professional capacity should make contact with the parishioner to discuss possible avenues of redress.
- c) To note the e-mail dated 21st January received from Police Sergeant Chris Watson.
- d) To note the e-mail dated 13th January received from Dr Stroh re the Worth Exploring Gateway Unit.

195/14. Consultation

Resolved: Although the Consultations Working Group had not produced a draft response to the 'Consultation on proposed changes to entitlement within Bradford Council's School Transport Policy', it was agreed that the Parish Council should submit a response along the lines of a personal response of one Oxenhope Parish Councillor.

196/14. Reports

Resolved: To receive the following reports:

- a) Oxenhope School Governors. No report received.
- b) Allotments. Cllr Bedford confirmed that 20 names remained on the waiting list and that a new allotment holder had taken over plot number 7b.

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- c) Oxenhope Youth Club. Cllr Cusdin reported that the Youth Club was still going well and that an advertising promotion had commenced to attract more adult volunteers.
- d) Possible formation of a Neighbourhood Watch Scheme. Cllr Cusdin reported that this had been prompted from Oxenhope online Facebook posts. Cllr Jones confirmed that he would advise Cllr Cusdin of the details of the Neighbourhood Watch Co-ordinator so that these details could be posted on Facebook. Cllr Cusdin confirmed that following this year's Tour de France that Oxenhope online Facebook would be promoted again by way of sharing some of the success stories resulting from having a Facebook presence.
- e) Rights of Way (RoW). Cllr Hindley reported on a recent City Hall meeting that RoW Department were maintaining the existing RoW network the best they could on limited resources.
- f) Le Tour de France (TdF). Cllr Hopkinson reported that there were plenty of meetings being held and really too many to attend them all. Coincidentally there was a TdF meeting being held the same evening as this Parish Council meeting in Haworth. But despite all the meetings there was not a lot of detailed information to disseminate. Following a recent meeting with Bradford Council, Cllr Maw reported that it was the principal authority's intention to encourage car parking in Cullingworth with a shuttle bus service. Access in and out of the village on 6th July would via the Flappitt and Leeming. Cllr Cameron enquired about toilets as it was forecast that 660,000 visitors were expected in the Worth Valley on 6th July. Cllr Maw confirmed that Bradford Council was to provide toilets and that it had been suggested that these could be located in the Recreation Ground. Cllr Cusdin suggested that some could also be located within the grounds of St. Mary's Church. It was suggested that the removal of the post at the Cross Lane entrance to the Recreation Ground on 6th July would allow emergency services to gain access to Shaw Lane if needed.
- g) KWVR matters. Cllr Jones confirmed that there was nothing significant to report.
- h) Oxenhope Community Centre. Cllr Maw confirmed that the tender specification was near completion, the committee would then invite bids for the windows. A television screen had been installed and would be WiFi linked. Internal work at the Community Centre would be undertaken when the Centre was closed during school half term.

197/14. Financial Matters

Resolved:

- a) Not to authorise a transfer of £25k into the Public Sector Deposit Fund from the Parish Council's Base Rate Tracker account as the return on funds was regarded as insufficient.
- b) To authorise Cllr Maw to seek sponsorship to cover the costs of the Oxenhope leaflet
- c) To authorise expenditure of £35 to purchase moss killer which is to be applied to the access track at the allotments
- d) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Orange	Direct Debit	£27.54	Mobile phone charges from 17 th January to 16 th February
Gratuity Account	Transfer	£29.14	Monthly transfer
Elaine Pearson	Standing Order	£713.54	Monthly salary
Penny Wilson	101070	£625.00	Design & artwork of 8 Worth Exploring interpretative panels
Oxenhope Methodist Church	101071	£72.00	Room hire
Elaine Pearson	101072	£70.29	Expenses

- e) To note the following trial balance:

Analysis	A/c				Budget remaining
	Current	Deposit	Gratuity	Grand Total	

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001. Balance b/fwd	908.47	30406.95	2426.00	33741.42	
002. Transfer	679.46	-1000.00	320.54		
01. Precept	15570.00			15570.00	
02. Worth Exploring Grants	9415			9415	
04. Bank Interest Business Base Rate		13.77		13.77	
06. VAT repayment	2043.41			2043.41	
08. Rent Allotment Holders	379.00			379.00	
09. Bank Interest - Gratuity Account			0.93	0.93	
10. Allotments Grant	449.00			449.00	
119. PAYE & NIC	-740.79			-740.79	
120. Clerk's monthly salary	-7848.94			-7848.94	£2,091.06
121. Subscriptions	-766.00			-766.00	£124.00
122. Insurance	-492.89			-492.89	£12.11
123. Audit Fee	-290.00			-290.00	
124. Room Hire	-206.00			-206.00	£114.00
125. Stationery & printing	-577.89			-577.89	£277.90
126. Postage	-54.35			-54.35	-£4.35
128. Christmas Lights	-56.96			-56.96	£1,282.53
129. Travel & subsistence	-62.75			-62.75	£87.35
130. Grants via Participatory Budgeting	350.00			350.00	£1,350.00
131. Allotments	-164.17			-164.17	
133. Contingency Fund	-763.05			-763.05	£571.20
134. Reserves	-475.00			-475.00	
135. Mobile phone	-287.88			-287.88	
136. Worth Exploring	-12021.88			-12021.88	
137. Section 137	-17.00			-17.00	
138. Training	-152.80			-152.80	£111.00
139. Outreach	-375.00			-375.00	
141. New printer	-89.00			-89.00	
142. Contribution towards the 812 service	-250.00			-250.00	
143. Telephone Kiosks	-243.98			-243.98	
Grand Total	£3,858.01	£29,420.72	£2,747.47	£36,026.20	

198/14. Minor items and items for the next agenda

Minor items:

- Cllr Hindley confirmed that he had taken the decision not to stand at the next Parish Council elections in 2015. Cllr Cameron confirmed that this would be a sad loss to the Parish Council.
- Cllrs Hopkinson and Maw kindly offered to be responsible for the serving of refreshments at the Participatory Budgeting Public Meeting on 26th February.
- Cllr Cameron offered to speak to the owners of Marsh Top Farm following the recent erection of a structure built of telegraph poles and the depositing of manure close to a neighbouring property.

199/14. The Clerk's annual appraisal

Resolved: To note the Clerk's annual appraisal for the period 1st January – 31st December 2013.

200/14. To note the date and time of the next meeting

- Monthly meeting on Wednesday 12th March 2014 at 7.30 p.m.
The Chairman closed the meeting at 21:14 p.m.

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