

MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON WEDNESDAY 15TH APRIL 2015 AT OXENHOPE METHODIST CHURCH, COMMENCING AT 7:30 PM

Present: Cllr Tony Maw
Cllr David Ashcroft
Cllr Pauline Bedford
Cllr Penny Cusdin
Cllr Reg Hindley
Cllr Derrick Hopkinson
Cllr Tony Jones

In attendance: Miran Rahman, Keighley News Reporter
Three members of the public

Cllr Maw welcomed the three successful candidates present at the meeting and confirmed that as Oxenhope would be having an uncontested election in May their first Oxenhope Parish Council meeting would be on Wednesday 13th May. Cllr Maw hoped they would find their time as a member of the Parish Council interesting and worthwhile.

220/15. Apologies consented to

Cllr Neal Cameron (work commitments)

221/15. No disclosures of Interest

222/15. No applications for Dispensation

223/15. Minutes of meetings

The minutes of the Parish Council meetings held on 11 th & 25 th March were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman.

No matters arising

The April Outstanding Issues Report was duly noted.

No matters arising:

224/15. Public question time

No matters raised.

225/15. Planning

Resolved:

That the Parish Council raise no objections re 15/01115/FUL – Construction of multi purpose agricultural building at Cuckoo Park Farm, Cuckoo Park Lane.

That the Parish Council note the following decisions:

Planning permission granted – 14/04252/FUL – Demolition of existing house and outbuildings and construction of six dwellings at 21 Moorhouse Lane

Planning permission granted - 14/04801/HOU – Extension to form Granny Annex at High Binns, Height Lane

Planning permission granted - 14/05245/CLE – Use of land as domestic garden area at land at Black Moor Road

226/15. Correspondence

Resolved:

- a) To note the e-mail dated 7th April received from Dave Partridge re Marsh Common. As the Parish Council's Financial Standing Orders require, where possible, three contractor's quotes, the Clerk agreed to contact Bradford

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Council's preferred contractor for the removal of Japanese knotweed and another contractor, LawnOrder. Cllr Jones kindly offered to supply the Clerk with details of a third contractor.

- b) To note the e-mail dated 7th April received from Dominic Butler re Pawsons.
- c) To note the letter dated 2nd April received from awb Charlesworth re lease of allotments from Keyland Developments Limited. Agreed that the Clerk seek an estimate of costs accrued to date from awb Charlesworth.
- d) To note the e-mail dated 26th March received from Highways Structures Unit re wall on Hebden Bridge Road above St Mary's Church.
- e) To note the e-mail dated 24th March received from Traffic & Highways (North) re collapsed wall at Denby Mount, poor sight lines at the Haworth Road/Hebden Road junction and the damaged area on Marsh Lane.

227/15. Participatory Budgeting

Resolved:

To note the following constructive feedback:

- a) That an explanation on how Participatory Budgeting works should be included in the Annual Report.
- b) That the voting, to ascertain who would be future successful applicants, should take place annually at the Village Fete rather than at a Public Meeting.
- c) That those parishioners wishing to improve the Duck Pond on Station Road should be encouraged to form a properly constituted group such as Friends of the Duck Pond to entitle them to submit a future PB application for funding.

228/15. Annual Report

Resolved: That the content should include thanks to the retiring councillors for their work, an explanation on how Participatory Budgeting (PB) works and encourage ideas on how to improve the PB Scheme, details of what is being done with Marsh Common, invite feedback as to whether the Parish Council should spend £1,865 to purchase multi-coloured LED lights for the Christmas tree in the Rose Garden and to promote the new Oxenhope leaflet.

229/15. Reports

- a) School Governors. Cllr Ashcroft confirmed that he would report on next week's School Governors at the next Parish Council meeting.
- b) Allotments. Cllr Bedford reported that nine names were on the waiting list. Six on the list had confirmed that they would be willing to take a plot at the Keighley Road site. Following a recent inspection, five of the shared plots were not up to standard, but following guidance the standard on two plots had very recently improved. The shared plots which had recently been taken over by new allotment holders were being cultivated. The polytunnel on Plot 2 had been dismantled and Plot 1 needed clearing before it could be leased to a new allotment holder.
- c) Oxenhope Youth Club. Cllr Cusdin confirmed that following the Easter break the Youth Club would reopen on Friday 17th April. There would then be two sessions before the Summer break. Cllr Cusdin confirmed the necessity of having a meeting with the Youth Service in the near future.
- d) Rights of Way. Cllr Hopkinson confirmed that there was nothing significant to report.
- e) Oxenhope Community Centre. Cllr Maw reported that it had been hoped that the decorating would be finished over the Easter period but due to the decorator being extremely busy this was not possible and therefore the decorating would be finished in the Summer.

230/15. Financial Matters

Resolved:

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a) To authorise the following accounts for the year ended 31st March 2015 and to authorise the Chairman to sign Section 1 of the Annual Return

	31/3/14	31/3/15	Variance	Explanations of significant variations
Balances brought forward	£33,741	£33,017	(£724)	N/A
(+) Annual Precept	£14,296	£14,495	£199	N/A
(+) Total other receipts	£11,536	£3,115	(£8,421)	In 2013/14 grant monies of £11k were received as compared to £2k during 2014/15
(-) Staff costs	£9,656	£9,722	(£66)	N/A
(-) Loan interest/capital repayments	£0	£0	£0	N/A
(-) Total other payments	£16,900	£5,601	£11,299	During 2013/14 £10k was spent on the Worth Exploring project
(=) Balances carried forward	£33,017	£35,304	£2,287	Budgeted grants of £1k via the Participatory Budgeting Scheme not granted before the year end
Total Cash & Investments	£33,017	£35,304	£2,287	N/A
Total Fixed Assets	£33,949	£34,948	£999	Purchase of a MacBook Pro
Total Borrowings	£0	£0	£0	N/A

b) To carry forward into the financial year 2015-16 the 2014 -15 £1,000 Participatory Budgeting (PB) allocation as last year's PB Public Meeting was held on 25th March 2015 and to top up the amount to £1,200 by utilising £200 from Reserves

c) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Orange	Direct Debit	£6.16	Mobile phone charges from 27 th February to 16 th March
Gratuity Account	Transfer	£30.08	Monthly transfer
Elaine Pearson	Standing Order	£746.32	Monthly salary
Yorkshire Local Councils Associations	101117	£526.00	Annual subscription
Oxenhope PreSchool	101118	£250.00	Participatory Budgeting Grant
Oxenhope Community Centre	101119	£200.00	Participatory Budgeting Grant
Oxenhope Bowling Club	101120	£250.00	Participatory Budgeting Grant
Oxenhope Football Club	101121	£250.00	Participatory Budgeting Grant
Oxenhope Cricket Club	101122	£250.00	Participatory Budgeting Grant
Oxenhope PCC	101123	£125.00	Outreach
Oxenhope Methodist Church	101124	£108.00	Room hire

d) To defer the authorisation, or otherwise, the expenditure of £1,865 for the installation of 15 sets of multi coloured LED lights on the Christmas tree in the Rose Garden until the August monthly meeting. N.B. If agreed this would fully utilise the Christmas Lights budget of £1,030 and would necessitate a £835 withdrawal from Reserves. In the meantime it was agreed that Parishioners should be encouraged to give their feedback as to whether the expenditure should go ahead. This would be achieved via Facebook and via the Annual Report. The Clerk was requested to ascertain how long LED lights last on average.

e) To note the following trial balance:

Analysis	A/c			Grand Total	Budget remaining
	Current	Deposit	Gratuity		

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001. Balance b/fwd	1723.92	30442.65	3137.00	35303.57	
002. Transfer	-30.08		30.08		
01. Precept	15330.00			15330.00	
120. Clerk's monthly salary	-746.32			-746.32	£9,193.68
121. Subscriptions	-526.00			-526.00	£274.00
124. Room Hire	-90.00			-90.00	£230.00
130. Grants via Participatory Budgeting	-1000.00			-1000.00	£1,000.00
131. Allotments	-18.00			-18.00	
134. Reserves	-200.00			-200.00	
135. Mobile phone	-6.16			-6.16	£278.84
139. Outreach	-125.00			-125.00	£250.00
Grand Total	£14,312.36	£30,442.65	£3,167.08	£47,922.09	

231/15. Minor items and items for the next agenda

Minor items:

- a) Cllr Ashcroft explained to those present that at the forthcoming Annual General Meeting there would be job roles which would require filling by the newly elected Parish Councillors. The Clerk agreed to circulate the minutes of last year's Annual General Meeting so that on the 13th May new members of Oxenhope Parish Council would be prepared to offer themselves for the vacant job roles.
- b) Agreed that the Clerk report the pile of rubbish on Denby Mount to Highways department.

Items for the next agenda:

- c) To authorise, or otherwise, the strimming of Marsh Common by LawnOrder.
- d) To authorise, or otherwise, the installation of 'Geese Crossing' signs at the bottom of Jew Lane and Denholme Road.
- e) To authorise, or otherwise, the following re allotments:
 - i. The removal of rubbish from Plot 1 by a contractor and the cost to be bourn by the Parish Council
 - ii. Plot 1 to be leased to Oxenhope School
 - iii. That the Parish Council pursue the lease of land from Keyland Developments Limited in order to provide additional allotments plots
 - iv. New allotment holders to give a bond
 - v. In the 2016/17 budget predicted allotment expenditure to be included

232/15. To note the date, time and venue of the next meeting

Annual General Meeting on Wednesday 13th May 2015 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 20.39 p.m.

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