



OXENHOPE PARISH COUNCIL

Signed: *Elaine Pearson* 6th May 2016
Mrs Elaine Pearson, Clerk to the Parish Council
Tel No.: 07972717058
E-mail: clerk@oxenhopeparishcouncil.gov.uk

You are invited to attend the annual meeting of Oxenhope Parish Council to be held at 7:30 p.m. on Wednesday 11th May 2016 at Oxenhope Methodist Church, Oxenhope.

AGENDA

1. Election of Chairman 2016/17

2. Apologies

To note any apologies offered and to consider whether they be consented to

3. Election of Vice Chairman 2016/17

4. Appointment of representatives to outside bodies & committees

5. Disclosures of Interest

To receive disclosures of pecuniary interests and other interests from members on matters to be considered at the meeting.

6. Applications for a Dispensation

To grant, or otherwise, the applications as received by the Clerk within one clear day of the council meeting

7. Minutes of meetings (previously circulated to Members)

- a) To agree and sign the minutes of the Parish Council monthly meeting held on 13th April
- b) To discuss any matters arising from the minutes (information only)
- c) To note the May Outstanding Issues Report (information only) (see appendix 1)

8. Public question time

To welcome members of the public and to receive their representations

9. Planning

To formulate observations relating to the following planning applications:

16/02531/FUL – Conversion of redundant stable to holiday accommodation at West Shaw Farm, West Shaw Lane

16/03306/OUT – Construction of a five bedroom detached dwelling at land (grid reference 403167 434646) at Hill House Lane

(Details of all planning applications can be viewed at Bradford Council's online planning system <http://www.planning4bradford.com/online-applications/>)

10. Guest Speakers

- a) Police Constable Mark Chapman
- b) Worth Valley Ward Councillors

11. Oxenhope Neighbourhood Development Plan (NDP)

- a) To note the closing date of 31st May 2016 for tenders from planning consultants to assist Oxenhope NDP working group
- b) To agree, or otherwise, that delegated powers are granted to Cllrs McManus & Eastwood and the Clerk to draw up a funding bid to cover the costs involved in creating an Oxenhope NDP

12. Risk Assessment and Management 2016 - 17

To approve, or otherwise, the Risk Assessment and Management paper for 2016 - 17

13. Safety Inspection Report (see appendix 2)

To note the April Safety Inspection Report for the Allotments

14. Correspondence (see appendix 3)

To receive the following previously circulated communication and to formulate a response, if appropriate:

- a) E-mail dated 22nd April received from Michael McCann, HeartSafeCommunities
- b) E-mail dated 23rd April received from Police Inspector Alan Rhees-Cooper

15. Reports (see appendix 4)

To note/discuss previously circulated reports:

- a) Cllr Joyce Harrop re Allotments

16. Financial Matters

- a) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Three	Direct Debit	£25.00	Monthly mobile phone bill
Gratuity Account	Transfer	£30.08	Monthly transfer
Elaine Pearson	Standing Order	£786.52	Monthly salary
Oxenhope Methodist Church	101177	£90.00	Room hire
Came & Company	101178	£491.16	Annual insurance premium
Oxenhope Community Centre	101179	£45.00	Room hire
Kevin Wilmot Skip Hire	101180	£90.00	Hire of skip

- b) To note the following trial balance:

Analysis	A/c				Grand Total	Budget remaining
	Current	Deposit	Gratuity			
001. Balance b/fwd	1441.51	26459.50	3499.62		31400.63	
002. Transfer	-60.16		60.16			
01. Precept	17459.00				17459.00	
05. Grants Received	726.00				726.00	
120. Clerk's monthly salary	-1573.04				-1573.04	£8,366.96
121. Subscriptions	-547.00				-547.00	£253.00
122. Insurance	-491.16				-491.16	
124. Room Hire	-135.00				-135.00	£185.00
131. Allotments	-5.60				-5.60	
134. Reserves	-1211.64				-1211.64	
135. Mobile phone	-50.00				-50.00	£208.34
139. Outreach	-125.00				-125.00	£250.00
Grand Total	£15,427.91	£26,459.50	£3,559.78		£45,447.19	

17. Minor items and items for next agenda

To discuss minor items and to note items for the next agenda

18. To note the date and time of the next meeting

Monthly meeting on Tuesday 7th June 2016 at 7.30 p.m.

Appendix 1 – May outstanding issues report

Subject	Issues	Responsibility	Date last actioned	Any outcome?	Notes/further action required
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Highways	Road side vegetation which is jeopardising the safety of pedestrians and cyclists	Clerk	04/05/16	No	The Clerk & the Chairman have met Kevin Whitaker, Highways Department, to show him the problem sites. Kevin to investigate whether the problem sites can be applied with weed-killer during Spring 2016
Affordable Housing	s106 monies amounting to £52k in respect of the development at Woodridge still not utilised to purchase an affordable home in Oxenhope. Clerk has written to Shabir Mohammed suggesting that at least one maybe two housing units at Leemingbeck Close be made DDA compliant	Cllr Maw	04/05/16	No	Cllr Maw to follow up this matter with Ijaz Ahmed, Your Housing Group

Appendix 2 – Safety Inspection Reports

OXENHOPE PARISH COUNCIL

Allotments Safety Inspection Report

Name:Joyce Harrop..... **Date**24 April 2016

Weather.....Fine..... **Time**3.00 pm.....

	Seen √	Comment if necessary
Water drainage – Monthly Basis (unless substantial rainfall or a prolonged period of rain)		
Any defects e.g. collection of water on any one plot?	√	
Plots – Monthly Basis		
Any hazards e.g. broken glass, containers of chemicals?	√	
Access track - Monthly Basis		
Any defects e.g. pot holes, glass etc?	√	
Any unauthorised vehicular use?	√	
Any dog fouling visible on or within close proximity of access track?	√	
Gates – Monthly Basis		
Pedestrian swing gate working as it should?	√	
Field gate intact?	√	
Vegetation – Monthly Basis		
Any vegetation need removing and/or cutting well back?	√	
Trees – Monthly Basis		
Any overhanging branches need removing?	√	
Fires – Monthly Basis		
Any burning of garden refuse under control and not causing a nuisance to neighbouring properties?	√	
Boundary walls – Monthly Basis		
Any defects?	√	
Fencing – Monthly Basis		
Any defects?	√	

I certify that I inspected the above route on the above date when the only defects observed were those recorded above.

Inspector's Signature ...J Harrop

Appendix 3 – Correspondence

From: Michael McCann [<mailto:michael.mccann@heartsafecommunities.co.uk>] **Sent:** 22

April 2016 08:15 **To:** HOPKINS, Kris <kris.hopkins.mp@parliament.uk> **Subject:** Defibrillators for Keighley

Good morning Kris

We are working as a partnership with Yorkshire Ambulance Service (YAS) to increase the protection of residents & visitors to Yorkshire from the UK's biggest killer, Sudden Cardiac Arrest (SCA).

Last year YAS proudly received the accolade of having the best survival rates from SCA in the UK. Working with communities we are asking for your support with our below campaign.

SCA kills 75,000 people a year in the UK. However, if early defibrillation is accessible, a patient's chance of survival increases from less than 3%, to over 75%.

That is why community Public Access Defibrillators (cPADs) are critical. Parishes and more remote communities cannot be served or expect a positive outcome if they suffer a heart attack or SCA without such a device.

We have been provided with 100 cPADs from YAS for 'red 1 call' incidents. Strategic placement of these across the county will help maximise survival rates even more.



Each cPAD usually costs a community £1800- £2000. With our campaign the same community needs only an initial launch of £700, which will give them immediate access to the same cPAD, but will be for 10 years rather than 8 years & requires fewer accessory replacements over the life of the device.

The community then have a further 2 years to fund a remaining £995. This includes all insurance and liability cover, plus a 2 hour defibrillator training and awareness session for locals provided by Yorkshire Ambulance.

At this stage I am looking for expressions of interest from communities within Yorkshire.

With your help to communicate this to your rural constituents we should receive enough applications to identify where the vulnerable areas are and ultimately make them 'heartsafe'.

Any assistance at all would be gratefully received. Please feel free to ask me any questions you may have. I look forward to your response and further communication on this matter.

Kind Regards

Michael McCann
HeartSafeCommunities



MORE Medical Limited

Skipton House, 304 Skipton Rd, Harrogate, HG1 3HE

Tel: 01423 545481 • Mob: 07950 401630

From: Rhees-Cooper, Alan **Sent:** 23 April 2016 20:08
Town and Parish Council Clerks,
Subject: Appointment of New Ward Officer

Councillors,

I would first of all like to inform you of a joint operation being co-ordinated by our Ward Officers on Friday evenings. A team of six Constables, three Special Constables and three PCSO's will be working every Friday evening over the next five weeks to tackle youth related anti-social behaviour in a number of locations throughout the Keighley Constituency including Oakworth, Silsden, Devonshire Park, Braithwaite and Ilkley. They will also respond to any other location if we receive reports of anti-social behaviour.

I have also today appointed PC Dan Livesley as the new Ward Officer for Craven Ward. Dan is an officer with considerable experience and was a Detective for many years before joining the Keighley team recently. It will not only be Craven Ward that benefits as his appointment now means that PC Sam Buckley can dedicate all her time to Ilkley Ward rather than cover both Wards. This increase in the number of dedicated Ward Officers was not due to occur for several months yet as we will not see a rise in number of Police Constables in Keighley for over six months as it will take that long to train our new recruits. We are also still losing officers to retirement and resignation during this period. However, I am committed to neighbourhood policing and tackling some of those issues that most concern our residents.

The full team of Ward Officers is:

Keighley Central

PC Ben Ashton
PCSO Deborah Rayner

Keighley West

PC Richard Gibbons
PCSO Farooq Hussain

Keighley East

PC Mark Chapman
PCSO Irfan Saghir

Ilkley

PC Sam Buckley
PCSO Laura Stansbie

Worth Valley

PC Eddie Irving
PCSO Helen Wynn-Evans

Craven

PC Dan Livesley
PCSO Jonathan Turnbull

Regards,

Alan RC

Inspector Alan Rhees-Cooper
Keighley Neighbourhood Policing Team

Extension **73214**
External **01535 615714**
Mobile **07872 004451**
alan.rhees-cooper@westyorkshire.pnn.police.uk

Appendix 4 – Reports

Allotments Report

Plot 1 - Still some bags of rubbish not cleared. Broken panes in greenhouse still not replaced.

Some work has been done on the plot. Therefore, still a watching brief.

Plots 2A & 2B – old timber and wire at rear of plots still to be removed.

Encouraging signs of work proceeding on other plots. No problems reported to me.

Cllr Joyce Harrop