



OXENHOPE PARISH COUNCIL

Signed: *Janet Foster* 6th April 2018
Mrs Janet Foster, Clerk to the Parish Council
Tel No.: 07972717058
E-mail: clerk@oxenhopeparishcouncil.gov.uk

You are summoned to attend the monthly meeting of Oxenhope Parish Council to be held at 7:30 p.m. on Wednesday 11th April 2018 at Oxenhope Methodist Church, Oxenhope.

AGENDA

54/18 Apologies

To note any apologies offered and approve reasons for absence.

55/18 Disclosures of Interest

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

56/18 Applications for a Dispensation

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

57/18 Minutes of Meetings (previously circulated to Members)

- a) To confirm the minutes of the Parish Council's monthly meeting held 14th March 2018 as a true and correct record.
- b) To discuss any matters arising from the minutes.
- c) To receive information on the April Outstanding Issues Report (Appendix 1) and decide further action where necessary.

58/18 Public Question Time

To welcome members of the public and to receive their representations.

59/18 Guest Speakers

- a) Police.
- b) Worth Valley Ward Councillors.
- c) John Parkin, Headteacher at Oxenhope School.

60/18 Planning

To consider and decide upon the following planning applications: -

- a) **17/03049/FUL** Change of use of land to campsite including siting of two camping pods (Description changed and amended site layout received) at Windle House Farm, Lee Lane, Oxenhope BD22 9RB
- b) **18/00477/HOU** First floor extension and ground floor extension at Great Hill House Farm Hill House Lane Oxenhope BD22 9JH
- c) **18/01039/FUL** Replacement agricultural building at Marsh Top Farm Marsh Lane Oxenhope BD22 9RN
- d) **18/01186/HOU** Construction of single storey extension to side to form annexe at 4 Woodridge Moorhouse Lane Oxenhope BD22 9RG

61/18 Safety Inspection Reports for Allotments and Marsh Common (Appendix 2)

To note the reports for the Allotments and Marsh Common.

62/18 Correspondence (Appendix 3)

To consider the following new correspondence received and to decide action where necessary: -

- a) Report from Councillor Maw on meeting with Bradford Council Highways Department held on 21st March 2018.
- b) Email from Louse McCaul, Bradford Council, about gully cleaning in Oxenhope.
- c) Email from Cllr Poulsen and report on School Crossing Patrol.
- d) Email from Cllr Hopkinson about donation from Oxenhope Women's Fellowship.
- e) Information Poster – Community Art Project preparing for the Tour de Yorkshire to be held at Oxenhope Primary School on 12th April 2018.

63/18 Rose Garden

To received a verbal update on the Rose Garden from Cllr McManus.

64/18 Financial Matters

- a) To authorise, or otherwise, General Data Protection Regulation (GDPR) training for Cllr Eastwood and Clerk at a cost of £45 each (Total £90).
- b) To authorise, or otherwise, payment of up to £85 to Ian Scott for provision of internal audit services.
- c) To authorise, or otherwise, payment of £200 to PKF Littlejohn for provision of external audit services.
- d) To review the draft of Section 1 of the Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2018. The final version will be presented at the May Parish Council meeting following review by the internal auditor (Appendix 4).
- e) To review the draft of Section 2 of the AGAR, the accounting statement for 2017/18. The final version will be presented at the May Parish Council meeting following review by the internal auditor (Appendix 5).
- f) To authorise the following accounts for payment: -

Payee	Cheque No.	Amount	Description
H3G (Three)	Direct Debit	£10.00	Phone
Oxenhope PCC	101282	£54.00	Hire of Church October to December 2017
YLCA	101283	£687.00	Membership fee Yorkshire Local Council Association
HMRC	101284	£487.50	PAYE and Employer NI January to March 2018
Ken Eastwood	101285	£33.78	Supplies needed in preparation for installing new Christmas tree in Rose Garden
Janet Foster	101286		

		£51.30	Mileage 01/12/17 to 31/03/18
		£73.65	Expenses 01/12/17 to 31/03/18
		£124.95	Total
YLCA	101287	£90.00	GDPR training course for Cllr. Ken Eastwood and Janet Foster (provided authorised)

- g) To note the following payments previously authorized: -
Clerk's salary and home working allowance (01.04.18 - 30.04.18)
- h) To note the budget and bank reconciliation for 2017/18 (Appendix 6).

65/18 Minor items and items for next agenda

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

66/18 To note the date and time of the next meeting

The next monthly meeting will be on Wednesday 9th May 2018 at 7.30 p.m.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME