

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 14TH NOVEMBER 2018 AT OXENHOPE METHODIST
CHURCH, COMMENCING AT 7.30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr Robert Goulding (Vice Chair)
Cllr David Ashcroft
Cllr Karen Faulkner
Cllr Joyce Harrop
Cllr Derrick Hopkinson
Cllr Tony Maw

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Chris Herd
Worth Valley Councillor Rebecca Poulsen
Marie Copley, Ward Officer
Miran Rehman
2 members of the public

178/18 Apologies

Apologies for absence have been received from Cllr Peter McManus.
The reason for absence was approved.

179/18 Disclosures of Interest

None.

180/18 Applications for a Dispensation

None received.

181/18 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Parish Council's monthly meeting held on 10th October 2018 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.
- c) The November Outstanding Issues Report was noted. Cllr Eastwood reported that the draft lease for Rose Garden is nearly finalised and should be ready in time to be approval at the December Parish Council meeting.

182/18 Public Question Time

None.

183/18 Guest Speakers

a) **Police**

Apologies have been received from Sergeant Beecroft who provided a report, which was read out by the Clerk.

There have been three crimes in the Oxenhope area as follows:

- 1 theft from a motor vehicle
- 1 theft of a motor vehicle
- 1 attempted burglary on Hebden Bridge Road

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b) **Worth Valley Ward Councillors**

Cllr Poulsen stated that the Traffic Regulation Order for Best Lane would to advertised shortly.

She said that a letter had been sent from Bradford Council to residents in Shaw Lane about blocking the road. The Council will be monitoring the situation.

She had also attended the meeting about unadopted roads in the Square.

Cllr Brown reported that he had been asked to undertake training with council officers in the future leaders scheme. He asked if any Councillors would be interested in being involved and Cllr Ashcroft expressed an interest.

Cllr Herd reported that he has also been working on the issue of unadopted roads in the Square.

c) **Marie Copley, Ward Officer**

Mrs Copley provided information on dementia friendly communities (DFC), a well as information on dementia and the work involved in becoming a dementia friend. When she was Ward Officer in the Bradford South area she took the lead on the area working to become dementia friendly.

She explained that dementia is caused by a number of diseases affecting the brain. Different people are affected in different ways. The disease develops in a unique way in each person and it can affect the person's mood. While it affects more over 65 year olds, it can also affect younger people as well.

Over 800,000 people in the UK are living with dementia. She pointed out it was important to say "living with dementia" not "suffering with dementia". It is estimated that 6,000 people in the Bradford district are living with dementia, but less than half have a diagnosis. Only if a person is diagnosed by their GP can they move to the next stage and get support. The diagnosis is important but voluntary support is available without a diagnosis.

She said that one in three over 65 year olds will get dementia, which for family and friends can mean the loss of the person they knew, which is like a bereavement.

She explained that DFC are places where people with dementia are supported and understood and can continue to live their life. The starting point is often working with local businesses to increase awareness and also looking at local facilities. For example, if someone had always played bowls, how can they be helped to continue playing bowls.

In essence a DFC is a friendly community, with everyone involved. There is a DVD available to show how to help someone with dementia for example in a shop. If the person with dementia, or their carer, cannot get out, then this

can lead to isolation. Parish Councils have a role in helping to tackle these issues.

Mrs Copley said she is trained as a dementia champion. She can lead awareness raising sessions and help people who want to become a dementia friend. This would involve learning about dementia. The aim is to give people the confidence to offer support.

The Alzheimer's Society has just one part time worker covering the whole Bradford area who works on promoting DFC. The six ward officers are all dementia champions. She gave out a leaflet on DFC aimed at rural communities.

She then talked about a project she had been involved in while working as Ward Officer at Royds. The project was to help make Harold Park dementia friendly. The Parks Team from Bradford Council were supportive but they had no funding available. However the project did get a walk with thing to touch (fiddling with things is often associated with dementia), installed purple benches (as this is the best colour to contrast with the green grass) and local school children painted stones. They were all little things but they helped to make the park more dementia friendly.

In Queensbury an event was held to promote the DFC initiative. She stressed the importance of involving the local community.

Cllr Eastwood asked if the Parish Councils in Burley in Wharfedale and Wilsden had been involved in getting their communities recognised as dementia friendly. Mrs Copley said there was limited involvement but they are trying to get increased Parish Council involvement. She recognised that funding was unlikely to be available but staff have been supportive.

Keighley Town Council has provided funding to the Keighley dementia awareness group to promote awareness of dementia across the whole of the Keighley district.

The leaflet on dementia friendly rural communities has contact information. Once Councillors have had a chance to read the booklet, they can then decide on how they want to proceed. She stated that it is not an overnight process to become DFC but working towards this goal is important in itself.

Cllr Eastwood said it was useful to have more information so that, for example, it could be incorporated into the work being undertaken in the Rose Garden. He said that maybe the Parks Team could help with this as Bradford is a dementia friendly council.

Cllr Brown stated that Bradford University is a world leader on dementia care. He pointed out that dementia has a different effect on different individuals.

Cllr Ashcroft stated that he thought this was an important initiative and that the Parish Council should be supportive. He queried what the Parish

Council could do on a practical level, and suggested it could have a linking role.

He stated that the Manorlands hospice deals with end of life care and was also an expert on dementia. The Keighley and Worth Valley Railway is a major tourist attraction and could be encouraged to be dementia friendly. Public spaces could also be made dementia friendly.

Cllr Ashcroft said the point about isolation was very important, as people with dementia were often inward looking and could easily become isolated, which was often a more general issue in rural communities. He suggested the issue could be specifically referenced in the Neighbourhood Development Plan (NDP), stating that Oxenhope should aspire to be a DFC. He pointed out that by doing this, it would also address some of the issues faced by people with a disability. He also stressed that a dementia friendly community is a friendly community.

Cllr Harrop asked about feedback from the scheme in Harold Park. Mrs Copley said that unfortunately she had left just as the scheme was being undertaken, but she said she would try and find out some information. She said there had been some initial reticence as there are two lakes in the park but carers had said this was not an issue.

She said it was very good to get feedback from people who were in the initial stages of dementia as they were able to provide information on how they feel. She gave the example of a round black rug on the floor appearing to be a hole in the floor to someone with dementia and this can be very scary.

Cllr Maw stated the villages were traditionally seen as caring communities, but this was changing and new people can feel isolated and less involved in village life. Cllr Maw also gave an example of a person with dementia who struggled to manage sorting out their recycling. By being aware, neighbours can help out.

Mrs Copley said that having dementia could have a financial impact, both for the person with dementia and for their family. They may need to buy in services, for example DIY, which were previously undertaken by the person with dementia.

In conclusion, Cllr Eastwood said this was an important issue, which needs exploring further. He said he and the other Councillors would read the leaflet and reflect on how the Parish Council could progress this. Mrs Copley said she would be willing to undertake an awareness raising session, which would take about an hour. She finished by recommending good fiction books, which explore the topic of dementia.

She was thanked for her contribution and left the meeting.

184/18 Land near Mallard View

Cllr Eastwood suggested moving the general discussion on the land near Mallard View (Horseshoe Dam) up the agenda. This was agreed.

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Cllr Eastwood provided background information and stated that parcels of land off Mallard View were listed for auction with a firm called Pugh, which is part of Eddison's. He said he had spoken to the agents and established that it was the Duchy of Lancaster which was disposing of the parcels of land. The land was previously owned by Skipton Properties (Silsden) Ltd. This company has been liquidated.

The Parish Council had previously registered the land as an Asset of Community Value (ACV). This gives the Council up to six weeks to express an interest in the land and a total of six months to put a plan together, if the Parish Council went down this route.

Woodvale Developments are the valuers. They have stated their client would not accept any consideration under £1,000, with auction costs, valuation and legal fees in addition.

There are also several other, small plots of land available. The main site is the Horseshoe Dam and includes the footpath and banking on the corner of Mallard View. There is also a slither of land behind the sign for Mallard View and a triangular piece of land (with a lot of saplings on it). There is also a piece of land where there is a height change between Best Lane and Mallard View. Cllr Eastwood thought it would be very unlikely that anyone would be interested in buying these smaller parcels of land separately.

Cllr Eastwood stated that the agent had alluded to wanting to dispose of all the parcels of land in one go. He suggested the Parish Council makes an offer for all the parcels of land. He stated that the agent can still market the land but any sale would be null and void with the ACV in place. The ACV only covers the Horseshoe Dam.

Cllr Eastwood stated that the seller's fees, including auctioneer costs, were significant. There may be some scope to challenge these, particularly if the Parish Council agreed a price before the auction. However, he was of the view that in order to proceed the Parish Council should assume all fees described may be payable in addition to any offering for the land itself.

Cllr Eastwood concluded by stating he strongly believed the Parish Council should try to acquire the site for the village.

Cllr Eastwood then invited a member of the public to give their view on this issue. They stated that they live on Mallard View, overlooking the dam. They said that nothing had been done with the Dam until approximately three years ago, when a Facebook group was set up. The group had worked on clearing brambles round the site, clearing the pond of dead rushes and digging out mud.

They stated they had an issue with a tree growing onto the wall adjacent to their property and with another overhanging their property. They had tried to find out who owned the land and were told that as the company that had owned it was in liquidation, the land was owned by the Crown. They stated that they wished the Parish Council would purchase the asset for the village.

Cllr Hopkinson stated that most people he had spoken to were in favour of the Parish Council obtaining the land.

Cllr Maw queried who else would want to buy the land, as they would not be able to get planning permission for any other use. He wanted it to be an asset for the village.

Cllr Ashcroft stated that this land had been in limbo. He had been concerned about title to the land, but now that assurances had been obtained about the right to sell the land, he stated the opportunity should be taken to obtain the land for the village. He felt there was a need to continue work that had already been undertaken, which has brought wildlife back to the area. It is an important asset for the village, which can look very attractive. If the Parish Council gets the go ahead with the purchase, he stated it was important to go public about the purchase at the appropriate stage.

Cllr Eastwood stated that the volunteers who have worked on the Horseshoe Dam would have a more legitimate standing if the Parish Council owned it.

It was resolved that in principle the Parish Council should attempt to obtain the Horseshoe Dam and the other parcels of land near Mallard View for the benefit of the village.

**185/18 Planning
Resolved:**

- a) **17/02571/SUB02** Submission of details to comply with conditions 5 (landscaping) and 8 (drainage) of planning approval 17/02571/FUL at former site of 21 Moorhouse Lane, Oxenhope BD22 9RX.
The Parish Council raised no objection.
- b) **18/03652/FUL** Amendment to approved plot 1 to form 2no dwellings at former site of 21 Moorhouse Lane, Oxenhope BD22 9RX.
The Parish Council raised no objection.
- c) **18/04437/FUL** Garages to serve new dwellings by means of altering existing double garage into two single garages, removing an existing attached outbuilding and extend the existing garage to provide 4 additional garage spaces for previously approved new dwellings adjacent to the site at Westfield Lodge, Moorside Lane, Oxenhope BD22 9RH.
The Parish Council raised no objection.
- d) **18/04445/FUL** Demolition of existing stables and construction of a detached dwelling with parking at Moorcroft, Moorhouse Lane, Oxenhope BD22 9LD.
The Parish Council would want the drainage requirements, set out by Bradford Council, to be met before approval is granted.
- e) **18/04637/HOU** Single storey extension, detached-garage and basement

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conversion at Briarfield, Cross Lane, Oxenhope BD22 9LE.
The Parish Council raised no objection.

- f) **18/02724/NMA01** Non material amendment to planning permission 8/02724/HOU: to include removal of all glazing bars from existing windows at Well Cottage Black Moor Road Oxenhope BD22 9SR
The Parish Council raised no objection.

185/18 Safety Inspection Reports for the Allotments and Marsh Common

The reports for the Allotments and Marsh Common were noted.

Cllr Harrop reported there had been some change of ownership of the plots. She has sent out an email asking for the paths between plots to be cleared. She has not noticed much action following the email, so will be following this up and if needed will send out another email.

Cllr Hopkinson reported that knotweed is taking hold again on Marsh Common. He also stated that more hard core might be needed for some of the paths.

186/18 Correspondence Resolved:

- a) Minutes from the Bradford MDC and Local Council Liaison Meeting held on 25th September 2018. Noted.
- b) Email from Yorkshire Local Council Association (YLCA) about fee increases in 2019. Noted.
- c) Email from Bradford MDC, Electoral Services. Noted

The clerk read out additional correspondence, which has been recently received which were all noted. The correspondence was:

- inviting comments on the draft Addingham Neighbourhood Development Plan, which has just been published.
- the Prince's Trust TEAM programme which is a 12 week personal development course for 16 to 25 year olds starting on 14th January.
- the Aire Rivers Trust holding a volunteer day on 21st November in Acorn Park in Shipley from 10 am to 3 pm. They will also be organising tree planting in the Aire Valley from 29th November.
- information about the performance by the Fleece Company of "To End all Wars" at St. Mary's Oxenhope on 17th November.

187/18 Rose Garden

Cllr Eastwood informed Councillors that a grant application had been submitted to the Ovenden Wind Farm fund for the Rose Garden. The bid was more conservative than the one submitted the previous year. The

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application was for benches, bins, signs, a path, materials and shrubs. The grant panel was due to meet on Thursday 15th November so there should be a decision this week or next. He thanked the Clerk for help with the application and research into plants and costs.

188/18 Unadopted Roads in The Square

Cllr Goulding said that a meeting about unadopted roads in the Square had taken place on 9th November. Approximately 20 residents attended the meeting, as well as Worth Valley Cllrs Poulsen and Herd.

Cllr Poulsen had told the meeting that Bradford Council would not be providing any funding or support.

Cllr Goulding felt it had been a positive meeting, with everyone attending expressing a view that they wanted to tackle the problem. He stated that a complete re-surface would be too expensive, costing over £30,000.

The aim now is to look at repairing the road surface. He said there was an understanding that not everyone would be willing to contribute and this may mean some people taking a larger share of the costs. He said that the people attending the meeting took a realistic and pragmatic view. They also stated they were willing to volunteer as well as making the financial contribution.

Cllr Goulding has joined the closed Facebook group for the Square. A further meeting has been arranged for the 5th February.

189/18 National Association of Local Councils (NALC) Local Council Award Scheme

Cllr Eastwood explained about the NALC Local Council Award Scheme. He provided details on both the scheme and the costs involved. He stated the Parish Council was already meeting many of the requirements so there would not be a great deal of additional work.

He stated that obtaining the Award would demonstrate that Oxenhope is a professional parish council. He recommended applying for the Foundation Level, which would cost £50 plus a YLCA accreditation fee. There would be a peer review process that he understood could take up to 2 months.

Cllr Ashcroft commented that other local councils who has obtained the Award had largely gone for the Foundation Level. He stated it would be good if the Award could be achieved by the time the Neighbourhood Development Plan was in place.

Resolved: to apply for the NALC Local Council Award Scheme at Foundation Level.

190/18 Allotment Rents from January 2020

Resolved:

Allotment rents will remain unchanged in 2020.

191/18 Proposed Meeting Dates for 2019

The proposed meeting dates for 2019 were agreed, with one change. The meeting for allotment holders will take place just before the January Parish Council meeting on Wednesday 9th January 2019.

192/18 Draft Neighbourhood Development Plan (NDP) for Haworth, Stanbury and Cross Roads

The draft NDP for Haworth, Stanbury and Cross Roads was noted.

193/18 Financial Matters

Resolved:

- a) Cllr Eastwood talked about the need to think about projects for the 2019/20 financial year so that ball park figures can be included in the budget. He suggested that it might be an idea to think about the Council employing a lengthsman, which both Cullingworth and Haworth Parish Councils do. Cllr Maw suggested it might be possible to work with Haworth and use their lengthsman. It was agreed to discuss this as the next meeting.
- b) It was agreed to defer the item on land adjacent to Mallard Dam to the end of the meeting.
- c) To authorise the following accounts for payment:

Payee	Cheque No.	Amount	Description
H3G (Three)	Direct Debit	£10.00	Phone
Ken Eastwood		£65.00	Accommodation NALC National Conference
		£113.00	Accommodation NALC Spring Conference
Total	101319	£178.00	

- d) To note the following payments previously authorised: - Clerk’s salary and home working allowance (01.11.18 - 30.11.18)
- e) To note the budget and bank reconciliation for 2018/19.

194/18 Minor items and items for next agenda

Cllr Eastwood pointed out the 2019 is an election year. He said it would be good to know if councillors will be standing or not so that it was known whether there was a need to look for more people to volunteer. He asked members to contact him directly in confidence and suggested that the Parish Council may need to consider holding a drop-in event in the New Year to promote the role within the community.

195/18 Date and time of the next meeting

The next monthly meeting will be on Wednesday 12th December 2018 at 7.30 p.m.

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196/18 Resolution to exclude press and public from the meeting

Resolved:

In view of the confidential nature of the next item, it was agreed to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.

197/18 Land adjacent to Mallard View (Horseshoe Dam)

Cllr Eastwood started by outlining the costs that could be involved if the Parish Council wanted to acquire the parcels of land. He stated that the fees (including the auctioneers fees) could total £4,250. In addition there was the cost of the land and the legal fees that the Parish Council would incur.

Cllr Goulding pointed out that other people may be interested in the land and it could not be assumed that the Parish Council would be the only bidder.

Cllr Ashcroft pointed out that in the past various householders had tried to extend their gardens in areas of “unowned” land. He said he would like to see this area of land protected as an asset for the village.

Cllr Goulding said the aim should be to obtain the land for £1,000 but Councillors needed to authorise the maximum amount that could be spent on acquiring the land.

Cllr Ashcroft asked if a private treaty could be agreed before the auction. Cllr Eastwood said he had been told this was possible.

Cllr Eastwood said he thought the auctioneers would prefer to sell the parcels of land as one lot, but stated the Council may be able to sell small parcels of the land to owners adjacent to the site. He mentioned the example of the small piece of land adjacent to a private driveway on Mallard View.

Cllr Eastwood said there would be some costs involved for ongoing maintenance, including dealing with saplings and possibly knotweed. Cllr Ashcroft pointed out there was no public access to the Horseshoe Dam. If the Parish Council took over responsibility it would need to formalize access for any volunteers working on the Horseshoe Dam. Cllr Eastwood said they would need to include an amount in the budget and include in the insurance cover. Cllr Goulding pointed out that there will only be costs and no income.

Resolved:

That the Chair and Clerk be authorised to enter into negotiations on behalf of the Parish Council with the vendor and their agents. A maximum sum was agreed to cover fees and purchase of various plots of land off Mallard View (including the Horseshoe Dam). That AWB Charlesworth be appointed as conveyancers if the Parish Council is successful in obtaining the land.