

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 13TH FEBRUARY 2019 AT OXENHOPE METHODIST
CHURCH, COMMENCING AT 7.30 PM**

Present: Cllr Robert Goulding (Vice Chair)
Cllr Karen Faulkner
Cllr Joyce Harrop
Cllr Derrick Hopkinson
Cllr Peter McManus

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Chris Herd
Worth Valley Councillor Rebecca Poulsen
Miran Rehman
1 member of the public

16/19 Apologies

Apologies for absence have been received from Cllrs Ashcroft, Eastwood and Maw. The reasons for absence were approved.

17/19 Disclosures of Interest

Cllr Harrop declared an interest in the planning application for Brooks Mill.

18/19 Applications for a Dispensation

None.

19/19 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Parish Council's monthly meeting held on 9th January 2019 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.
- c) The February Outstanding Issues Report was noted.

Cllr Harrop said the Emergency Plan has been approved. There would need to be a meeting to try out the plan but it would be better if this took place after the elections in May, as there could be a change in councillors

The Clerk reported the issues with representation on the school body and safeguarding training were still on-going.

She also stated that contact has been made with the lawyers concerning the purchase of land of Mallard View. There were two issues that the lawyers have raised. Firstly as there a number of parcels of land, title needs to be investigated for each piece of land. The second issue is that the Horseshoe Dam has been registered by the Parish Council as an Asset of Community Value (ACV). This involves certain requirements, which could delay the purchase. Cllr Poulsen commented that this was the first time she has come across the issue of the organisation, which registered an ACV, trying to buy it.

The Clerk also reported that she is trying to get a map showing the location of litterbins, so Councillors can see where additional bins might be needed.

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20/19 Public Question Time

None.

21/19 Guest Speakers

a) **Police**

Sergeant Beecroft sent his apologies and provided a report on crime statistics as follows:

1. Burglary Business on 26th January. Unknown suspects entered a barn and removed items.
2. Theft from vehicle on 31st January. Unknown suspects broke into a van and stole tools.
3. Burglary Business. Unknown suspects entered a shed and removed items.
4. Damage. Known suspect breaks lock of Social Club. Suspect identified and outstanding.

b) **Worth Valley Ward Councillors**

Cllr Poulsen reported that since the last meeting there had been a litter pick at Penistone on a very cold windy day. Despite this, there was a good turn out of all ages. Due to the weather the litter pick was for a shorter time than planned, but a lot of litter was collected.

She reported she had attended the meeting about the unadopted roads in The Square.

She has also been working with the residents in Perseverance Fold about getting the necessary work completed to get their road adopted. They are working with Yorkshire Water to get the Section 38 work agreed. She explained that as a new development the roads should have been completed to the standard required by Bradford Council. For a number of reasons, including problems with the developer, this had not happened, but she was hopeful that this was now getting sorted.

Cllr Brown said there had also been issues at Goose Eye about roads not being adopted, as they were not up to adoptable standard.

Cllr Poulsen told the meeting that the Ward Officer, Marie Copley would be retiring at the end of March and will be replaced by Alice Bentley.

Cllr Brown said that Chris Farquhar at Bradford Council deals with safeguarding training. The Clerk agreed to contact him to see about safeguarding training for Councillors.

Cllr Brown thanked Councillors for including funding for a Tour de Yorkshire project in the Parish Council budget. He stated that Cllr Zafar Ali, Lord Mayor of Bradford, would be attending.

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Cllr Brown raised the issue of the Star Centre and Fab Lab, which Keighley College is consulting on closing. He stated that they were great places for children to visit and promoted interest in science and technology. He said the Star Centre was unique and had been visited by the head of NASA and by astronauts. It had also helped the college to be rated "Good" by Ofsted.

The Fab Lab can be used by small businesses to create prototypes and is also used by model railway enthusiasts. He said the roses used in last year's Tour de Yorkshire project were made at the Fab Lab.

He asked if the Parish Council would be willing to write a letter of support for the Star Centre and the Fab Lab. He said it would be difficult to get the decision changed, particularly as the consultation has now become a staff consultation. The Clerk was asked to draft a letter and circulate it to Councillors before it is sent to Keighley College.

Cllr Herd was thanked for putting signs up both in the village and at Marsh Common.

Cllr Harrop asked the Ward Councillors to thank the gritting team for keeping Long Causeway open this winter. Cllr Brown said there is a proposal to close the depot at Stocksbridge.

- c) No representative was available from Oxenhope C of E School.

22/19 Planning Resolved:

- a) **19/00116/HOU** Single storey rear extension with garage conversion and rear dormer window at 18A Gledhow Drive, Oxenhope BD22 9SA. The Parish Council raised no objection.
 - b) **19/00368/CLP** Single storey rear extension at 18 Waterside, Oxenhope BD22 9HW.
Even though this is permitted development, the Parish Council queried why this application had been validated without any details being available. As there are no details, the Parish Council was unable to comment on the planning application.
 - c) **19/00450/FUL** Construction of two agricultural buildings at Upper Yate Farm, Yate Lane, Oxenhope BD22 9HL.
The Parish Council raised no objection.
 - d) **19/00446/FUL** Construction of new access track at former New Westfield Farm, Moorside Lane, Oxenhope BD22 9RH.
The Parish Council supported this application.
- Cllr Harrop left the meeting.
- e) **17/06489/MAF** Submission of details required by condition 15 (window/door details) of planning permission 17/06489/MAF at Brooks Meeting Mill, West Shaw Lane, Oxenhope BD22 9QS.

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The Parish Council supported this application.
Cllr Harrop re-joined the meeting.

23/19 Safety Inspection Reports for the Allotments and Marsh Common

The reports for the Allotments and Marsh Common were noted.

Cllr Harrop reported that the paths between allotments still need clearing. Cllr Harrop has spoken and emailed allotment holders. The new allotment holder is doing a good job on Plot 11b.

Two allotment holders have asked to take over the other half of their allotment if they become available. Cllr Goulding asked if they would get priority over someone on the waiting list. Cllr Harrop said that in the past there had been a long waiting list, and she had divided plots to reduce the waiting list. There is currently only a short waiting list and she said she would give current holders a full plot if the other half of their plot became available.

Cllr Hopkinson said there had been no major changes at Marsh Common. He thanked Cllr Herd for the new signs.

24/19 Draft Minutes from Allotment Holders Open Forum meeting

The draft minutes from the Allotment Holders Open Forum meeting on 9th January 2019 were noted.

Cllr Harrop said there had been a query about insurance, which the Clerk has been following up. The Whatsapp group has been set up and is working well. Cllr Hopkinson said when it had been windy a couple of days earlier it had been easy to get a message out about wind damage on one of the plots.

25/19 Correspondence

Resolved:

- a) Minutes of the Liaison Meeting held on 16th January 2019. Noted.
- b) Email from Commercial Manager at KWVR about the café at Oxenhope Railway station. Cllr Hopkinson felt it was sad that the café would only be open when the trains were running, but it was a commercial decision. Noted.
- c) Email from Dawn Lowe, Lord Mayor's Office, Bradford Council inviting Councillors to Civic Service of Thanksgiving on 21st March 2019. Any Councillor wishing to attend was asked to contact the Clerk.

26/19 Neighbourhood Development Plan (NDP)

Cllr McManus reported that unfortunately there would be a delay in the production of the final draft of the NDP due to illness at the consultants. The consultation would also be delayed. Project team members have been informed. The final draft will probably be received after Easter and will then go to Bradford Council for consultation, which will take a number of months. Cllr McManus reported that Bradford Council has employed some more

planners and one of them has contacted the Parish Council to get an update on the NDP. Cllr McManus commented that this was the first positive contact from Bradford Council.

27/19 Dementia Friendly Communities (DFC)

Cllr Faulkner reported that she was unfortunately not able to get the Keighley DFC's AGM due to bad weather.

She has spoken to the Pharmacist in the village, who is aware of the Dementia Friendly scheme and would be supportive of DFC in Oxenhope. Cllr Faulkner has a draft article ready to go in the next Outreach magazine.

She said that the DFC meeting in Keighley was well supported and had a very positive message. In Oxenhope the first priority is to raise awareness and get momentum. She said she would continue working on this.

28/19 Oxenhope Social Club

Cllr Goulding reported that Oxenhope Social Club ceased trading a few weeks ago. The AGM was held and looked at options for keeping the Club going but this was no longer possible. The Club site will be put up for sale and sold to the highest bidder. He was not sure what the site would be used for. He stated that it was the end of an era, which was sad, but there was not enough money to keep the building safe.

On Sunday 17th February at 1 o'clock there would be an auction sale of items from the Club. The auction would be open to members and non-members. The Clerk was asked to put a post on Oxenhope Online about the auction.

29/19 Unadopted Roads in The Square

Cllr Goulding and Faulkner, together with Cllrs Herd and Poulsen had met with about ten residents from the Square. The residents who attended were very keen to address the issue of the state of the roads on the Square. Cllr Goulding thinks they have come up with a scheme, involving road planing and about £2,000 of hard core, which would need to be levelled. There would need to be concrete on the sloping areas. The likely cost would be around £100 to £120 per house.

Cllr McManus stressed the importance of getting water to run off the planing.

Cllr Faulkner said there are approximately thirty houses in the Square. Consent would be needed from everyone even if they were not prepared to contribute to the cost of the work.

Cllr Goulding was hopeful that progress was being made.

30/19 Draft Minutes – Friends of Rose Garden Meeting

The draft minutes of the Friends of the Rose Garden held on 17th January 2019 were noted. The date of the next meeting has been changed to Friday 22nd February.

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31/19 Name of Parish Council

Resolved:

Following discussions, where everyone was in favour of changing the name of the Parish Council, it was resolved to progress with a change of name to Oxenhope Village Council.

32/19 Meeting Dates

Cllr Goulding explained that Cllr Eastwood has had to miss the last three meetings due to work commitments and a change of meeting date for Oxenhope Parish Council has been suggested.

The first or third Thursdays in the month were proposed. Keighley Area Committee meets on some Thursdays so Ward Councillors may not always be able to attend, but Cllr Poulsen said she would be happy to provide a written report if she was not able to attend.

Resolved:

The Clerk was asked to investigate possible meeting locations so the Parish Council meetings can move to the first Thursday in the month.

33/19 Financial Matters

Resolved:

- a) To authorise expenditure of £82 (plus VAT) for replacement pads for the two defibrillators.
- b) To authorise the removal of Cllr Maw as an authorised signatory for the Parish Council’s bank account.
- c) To authorise the following accounts for payment:

Payee	Cheque No.	Amount	Description
H3G (Three)	Direct Debit	£10.00	Phone
Oxenhope P.C.C.	101328	£125.00	Outreach Magazine Spring 2018

- d) The following payments previously authorised were noted: - Clerk’s salary and home working allowance (01.02.19 - 28.02.19).
- e) The budget and bank reconciliation for 2018/19 was noted.

34/19 Minor items and items for next agenda

Cllr Harrop raised the issue of the water taps at the allotment. Cllr Goulding agreed to provide a quote for the work.

35/19 Date and time of the next meeting

The next monthly meeting is currently scheduled to be on Wednesday 13th March 2019 at 7.30 p.m. However if a suitable venue can be found the meeting will move to Thursday 7th March.

The meeting closed at 8.20 p.m.

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