



# **OXENHOPE VILLAGE COUNCIL**

PO Box 883  
Halifax  
HX1 9TZ

Signed: *Janet Foster* 6<sup>th</sup> March 2020  
Janet Foster, Clerk to the Village Council  
07972 717 058  
[clerk@oxenhopevillagecouncil.gov.uk](mailto:clerk@oxenhopevillagecouncil.gov.uk)

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**You are summoned to attend the monthly meeting of Oxenhope Village Council  
to be held at 7.30 p.m. on Wednesday 11<sup>th</sup> March 2020 at  
the Methodist Church, West Drive, Oxenhope**

## **AGENDA**

**36/20 Apologies for Absence**

To note any apologies offered and approve reasons for absence.

**37/20 Disclosures of Interest**

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

**38/20 Applications for a Dispensation**

To grant, or otherwise, the applications for dispensation as received by the Clerk.

**39/20 Minutes of Meetings (previously circulated to Members)**

- a) To confirm the minutes of the Village Council's monthly meeting held on 12<sup>th</sup> February 2020 as a true and correct record.
- b) To discuss any matters arising from the minutes.
- c) To receive information on the March Outstanding Issues Report (Appendix 1) and decide further action where necessary.

**40/20 Public Question Time**

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

**41/20 Guest Speakers**

- a) Worth Valley Ward Councillors
- b) Other guest speakers

**42/20 Village Councillor Vacancy**

To decide who to co-opt to the vacant Village Councillor position.

**43/20 Planning**

To consider and decide upon the following planning application:

- a) **20/00684/CLE** Lower basement single two bedroom apartment divided into two one bedroom apartments. Two bedroom dwelling at 75 Denholme Road divided into two one bedroom dwellings at 69, 71, 73, 75 And 75A Denholme Road, Oxenhope BD22 9NP

**44/20 Safety Report for Marsh Common and the Rose Garden (Appendix 2)**  
To note the safety reports for Marsh Common and the Rose Garden.

**45/20 Allotment Allocation Policy - Version 2 (Appendix 3)**  
To authorise, or otherwise, the Allotment Allocation Policy (Version 2).

**46/20 Correspondence (Appendix 4)**  
To consider and decide upon the following new correspondence:

- a) Email from Bradford Council about consultation on proposal to amalgamate Area Planning Panels.
- b) Emails between Clerk and Martyn Burke, Bradford Council Planning Department about static caravans.
- c) Minutes of Liaison Committee held on 11<sup>th</sup> September 2019.
- d) Email from YLCA about training on understanding the planning system.
- e) Email from Cllr McManus to Yorkshire Water about sewage discharge on Moorhouse Lane.

**47/20 Village Council Logo**  
To receive a verbal report from Cllr Eastwood on the new Village Council logo.

**48/20 Green Burials**  
To receive a verbal report on green burials.

**49/20 Financial Matters**

- a) To authorise, or otherwise, expenditure of up to £200 for work to split an allotment.
- b) To authorise, or otherwise, the following accounts for payment:

<b>Payee</b>	<b>Cheque No.</b>	<b>Amount</b>	<b>Description</b>
Meika Ltd	101440	<b>£129.97</b>	Replacement cherry tree for Rose Garden

- c) To note the following payments previously authorised: -  
Clerk's salary and home working allowance (01.03.20 - 31.03.20)  
Clerk's mobile phone (£11.00 per month direct debit), with additional 56p this month.
- d) To note the following trial balances: -

Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)
	£	£		£
<b>Expenditure</b>				
Clerk's Salary (inc. Employer NI)	9,900	9,253	647	7
Clerk's home working allowance	300	275	25	0
Stationery and Printing	500	510	-10	-10
Mobile Phone	150	104	46	31
Postages	50	43	7	7
Travel and Subsistence (Staff)	300	162	138	138
Travel and Subsistence (Councillors)	0	64	-64	-64
Internal and external audits	400	293	107	107
Subscriptions	900	973	-73	-73
Room Hire	200	165	35	35
Insurance	500	501	-1	-1
Training	300	90	210	210
Marketing	250	275	-25	-25
Outreach	400	375	25	25
Christmas Lights	500	397	103	103
Maintenance of Marsh Common	150	0	150	150
Youth Club	4,800	3,582	1,218	1,218
Neighbourhood Development Plan	500	415	85	85
Website	900	797	103	103
Contingency Fund	500	0	500	500
Community Initiative Fund	250	450	-200	-200
Maintenance of Parish Council Assets	3,000	2,782	218	109
Rose Garden - Grant Expenditure	0	9,672	-9,672	-9,672
Purchase - Land off Mallard View	0	5,781	-5,781	-5,781
Allotments	2,000	946	1,054	1,054
Defibrillators	3,400	3,224	176	176
<b>Total Expenditure</b>	<b>30,150</b>	<b>41,130</b>	<b>-10,980</b>	<b>-11,768</b>
<b>Income</b>	<b>Budget</b>	<b>Income to date</b>		<b>Year end Shortfall (-) / Surplus (+)</b>
Transfer to Reserves	-3,173	0	3,173	0
Precept	30,480	30,480	0	0
Council Support Grant	1,225	1,326	101	101
NDP Grant	0	0	0	0
Rose Garden	0	696	696	696
Allotment Grant	338	337	-1	-1
Allotment rents	480	420	-60	-60
VAT refund	800	737	-63	-63
Miscellaneous	0	687	687	687

Change in value of Prudential Investment	0	0	0	0
<b>Total Income</b>	<b>30,150</b>	<b>34,683</b>	<b>4,533</b>	<b>1,360</b>
<b>Surplus (+) / Deficit (-)</b>				<b>-10,408</b>

e) To note the following bank reconciliation:

#### Bank Reconciliation

Balance per bank statements as at 31/01/20

Community Account	£12,650.42	
Business Savings Account	£8,111.20	
Prudential Investment	£21,365.78	
		£42,127.40

Net balances:

£42,127.40

#### CASH BOOK

Opening Balance 1 April 2019	£52,870.17	
Add: Receipts in the year	£34,682.74	
Less: Payments in the year (incl. VAT)	-£45,425.51	
Closing balance per cash book:		<u>£42,127.40</u>

#### 50/20 Minor items and items for next agenda

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

#### 51/20 Date and time of next meeting

The next monthly meeting will be on Wednesday 8<sup>th</sup> April 2020 at the Methodist Church on West Drive starting at 7.30 p.m. The Annual Village Meeting will take place on the same date, starting at 7.00 p.m.

**THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME**

## Appendix 1 – March 2020 outstanding issues report

Subject	Issues	Responsibility	Date last actioned	Outcome/ Notes/further action required
Safeguarding training	Safeguarding training to be provided for all Councillors	Clerk	24/02/20	Training is available via the Bradford Safeguarding Children Board. Details have been emailed to all Village Councillors. Clerk and Cllr Dawson have completed the Introduction to Safeguarding Children Course
Land off Mallard View (including Horseshoe Dam)	Purchase	Chair and Clerk	12/02/20	Payment made to AWB Charlesworth for consideration and additional legal fees.
Litter Bins	Parish Council considering additional bins	Clerk / Chair	12/02/20	Cllr Poulsen awaiting response from Cleansing Team about bin.
Toilet building on Recreation Ground	To investigate possibility of a Community Asset Transfer	Clerk	31/01/20	Community Asset Transfer form (Stage 1) submitted to Bradford Council. Email sent on 31/01/20 to chase up.
Defibrillators	Defibrillators for Station Road and Marsh	Chair and Clerk	25/01/20	Informed planned site in Marsh not possible. To discuss fixing to outside of phone kiosk with electrician. No response from Co-op about siting defibrillator there.
Christmas lights	Upgrading Christmas lights	Cllr Dawson	12/02/20	First quote received.
Savings accounts	Looking for savings account with better rate of interest	Clerk	08/01/20	Clerk looking at possible savings accounts.
Climate Change issues	To agree how the Village Council should respond	Chair and Clerk	02/03/20	Meeting arranged for Monday 16 <sup>th</sup> March.

## Appendix 2 – Marsh Common and Rose Garden Reports

### Marsh Common Safety Inspection Report

**Name:** Robert Goulding  
**Weather:** Sunny

**Date:** 5<sup>th</sup> March 2020  
**Time:** PM

<b>Culvert, beck &amp; ditches – Monthly Basis (unless substantial rainfall or a prolonged period of rain)</b>		
Water free flowing?	✓	
Free of debris?	✓	
<b>Footpath - Monthly Basis</b>		
Any defects e.g. pot holes, glass etc.?	✓	No, but footpath is very muddy.
Any unauthorised vehicular use e.g. off road motor bikes etc.?	✓	No
Any dog fouling visible on or within close proximity of footpath?	✓	No
<b>Seating – Monthly Basis</b>		
Any defect which may cause personal injury?	✓	No
Adequately secured to the ground?	✓	Yes
<b>Gates – Monthly Basis</b>		
Kissing gate working as it should?	✓	Yes
Padlock and chain on the field gate intact?	✓	Yes
Padlock on the palisade fencing gate in full working order?	✓	Yes
<b>Vegetation – Monthly Basis</b>		
Any vegetation need removing and/or cutting well back?	✓	No
<b>Trees – Monthly Basis</b>		
Any overhanging branches need removing?	✓	No
<b>Fencing – Monthly Basis</b>		
Any defects?	✓	No
<b>Boundary walls – Monthly Basis</b>		
Any defects?	✓	No

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

Inspector's Signature *R. Goulding*

## Rose Garden Monthly Safety Inspection Report

**Name:** Ken Eastwood  
**Weather** Bright and dry

**Date:** 6<sup>th</sup> March 2020  
**Time:** 12:00

Description	Yes (Y) /No (N)	Comments
Entrances – Are all entrances safe to use?	Y	New entrance requires completion but coned off.
Boundary Walls – Any defects?	Y	Middle entrance wall ends damaged. Areas of walling on West Drive side in poor condition.
Footpaths – Any defects?	N	
Seating – All benches secured to the ground?	Y	
Seating - Any defects which may cause personal injury?	N	
Litter bins – All bins secured to the ground?	N	
Litter bins – All have bin liners?	Y	
Litter bins – None overflowing?	N	
Noticeboards – are both noticeboards secure?	Y	
Noticeboards – does any information need updating or removed?	Y	Information on Village Council, District Council and the Police needed (contact details etc.)
Electrical – Are all Christmas lights securely fixed in trees?	N	Lights hanging down in central tees and one of the cherries (West Drive side). Probably affected by high winds.
Electrical – Is electrical box locked and secure?	Y	
Trees – Do all trees look healthy?	Y	
Trees – Are there any branches that need trimming?	N	
Planting – no damage to plants?	N	
General - Any dog fouling visible in Garden?	N	
Any other concerns or issues out the Rose Garden to raise with Village Council?	N	

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

**Ken Eastwood**

## Appendix 3 – Draft Allotment Allocation Policy (Version 2)

### Oxenhope Village Council Allotments Allocation Policy (Version 2)

#### 1.0 Eligibility

In order to be eligible for an allotment plot run by Oxenhope Village Council, residents must be over 18 years of age and live in the Village Council boundary (which includes Leeming and Marsh, as well as Oxenhope).

#### 2.0 Waiting list

Once the eligibility criteria is met, applicants can apply to the Village Council Clerk ([clerk@oxenhopevillagecouncil.gov.uk](mailto:clerk@oxenhopevillagecouncil.gov.uk)) and will be put on a waiting list if there are no plots available. The waiting list is ordered by date of application.

#### 3.0 Allocation of a vacant half plot

The plot will be offered to the person at the top of the waiting list, based on length of time on the waiting list. If they decline the plot, they can choose to remain on the waiting list in their current position. A person can only refuse a maximum of three times before being put at the bottom of the list, or if they are no longer interested in an allotment, removed from the list.

The plot will then be offered to the next person on the list and so on down the list until the plot is taken.

#### 4.0 Current Allotment holders wishing to change plot / increase from a half to a full plot

Any current allotment holder who wishes to apply for a specific plot (should it become available) or to increase from a half plot to a full plot, should put their name on a waiting list specifically for current allotment holders, specifying their request.

#### 5.0 Allocation of a vacant full plot

*If a full plot becomes available, the Village Council will check to see if there are any current allotment holders who are on the waiting list for a full plot. If the current allotment holder has maintained their current plot in a satisfactory condition (in the view of the Council's Allotment lead), they will be offered the vacant plot.*

*If no current allotment holder wishes to take on the vacant full plot, the Village Council will look to divide the plot to ensure the maximum number of residents on the waiting list are able to benefit from having an allotment and to create more manageable sized plots that are suited to modern lifestyles. The two half plots will then be allocated following the procedure for the allocation of half plots.*

#### 6.0 Decision

The decision of the Council in any matters concerning the Allotments is final.



## Appendix 4 – Correspondence

### a) Email from Bradford Council

Date: 13<sup>th</sup> February 2020

Subject: Consultation on proposal to amalgamate Area Planning Panels

#### Consultation on proposals to Amalgamate Area Planning Panels

Bradford Council is consulting on proposals to amalgamate the Keighley/Shipley and Bradford Area Panels into a single Planning Panel.

A report was presented to The Regulatory & Appeals Committee on 6 February 2020 which set out proposals to merge the two Area Planning Panels into one single Planning Panel due to the gradual decrease in number of planning applications being dealt with at the existing Keighley and Shipley Area Planning Panel and the Bradford Area Planning Panel. The Regulatory and Appeals Committee would continue to consider strategically significant and major applications.

The Committee resolved to carry out a consultation with Council Members, Town & Parish Councils and Civic Societies within the Bradford District. This consultation starts on Thursday 13 February 2020 and last for 4 weeks, ending on Thursday 12 March 2020.

All comments should be emailed to: [planning.applications@bradford.gov.uk](mailto:planning.applications@bradford.gov.uk) by **12 March 2020**.

### b) Emails between Clerk and Martyn Burke, Bradford Council Planning Department

Date: Various

Subject: Static Caravans

#### Email from Clerk to Martyn Burke 20th February 2020

Hi Martyn,

Following your comments on the concerns raised by Oxenhope Village Council about planning application 19/05001/FUL, we have now received the following email from a resident:

*I see the planning application for the removal of the static caravan and replace with lodge (on Black Moor Road) was refused.*

*When I attended the meeting in January I can't remember if I mentioned that there is also a touring caravan on the site. I think this caravan is also being used as a residence, I think the static is beyond habitation in the bad weather so the tourer is being used.*

*I would like to bring it to the attention of the Village Council because this could lead to another application of lawful use if it is left unchallenged.*

The Village Council is also concerned about that the use of caravan(s) within the green belt, as they generally have no water supply or waste facilities which can make them unfit for habitation. Could you please advise how the Village Council can raise these concerns?

Regards

*Janet Foster*  
Clerk

**Email from Martyn Burke to Clerk**  
**24th February 2020**

Dear Janet,

This needs to be lodged with Planning Enforcement who will then investigate whether there is unauthorised development and challenge as necessary. A moveable touring caravan on wheels is not classed as a "building" in law, so it may not be straightforward, we'd need to establish unauthorised use of the land for residential purposes and challenge that.

The lack of water and sewerage is not really a planning issue. If people choose to live in such circumstances in an individual caravan, I am not sure that the Council can take action. Environmental Health may have powers if the lack of sanitation leads to problems for others. Building Control have also confirmed there is no breach of Building Regulations but the caravan may be subject to Licensing requirements under the Mobile Homes Act.

Please can you confirm whether you want me to pass this on to Planning Enforcement as a complaint for formal investigations.

**c) Minutes of Liaison Committee**  
**Date: 11<sup>th</sup> September 2019**

**CBMDC & LOCAL COUNCIL LIAISON MEETING**

**Wednesday 11 September 2019**  
**Park Lane Centre (hosted by Trident CC)**

**MINUTES**

**Attendees**

**Local Councils**

Parish Cllr Peter Allison  
Town Cllr Joe Ashton  
Rick Batterbee  
Parish Cllr Ros Brown  
Town Cllr John Goode  
Community Cllr Javed Khan  
Community Cllr Sadaqat Ali Khan  
Parish Cllr Bernard Poulter  
Mohammed Rafiq (Clerk)  
Town Cllr David Rushworth  
Town Cllr Edwina Simpson  
Clare Smith (Clerk)  
Town Cllr Mark Stidworthy  
Parish Cllr Chris Turner

Wilsden Parish Council  
Baildon Town Council  
Addingham Environment Group  
Ilkley Town Council  
Bingley Town Council  
Trident Community Council  
Trident Community Council  
Burley Parish Council  
Trident Community Council  
Silsden Town Council  
Bingley Town Council  
Burley Parish Council  
Ilkley Town Council  
Burley Parish Council

**Bradford Council**

District Cllr Abdul Jabar (Chair)  
Mick Charlton  
Ian Day

Bradford Council  
Bradford South Area Co-ordinator  
Assistant Director; Neighbourhoods & Customer  
Services  
Keighley Area Co-ordinator  
Office of the Chief Executive  
Energy Team Manager

Jonathan Hayes  
Kathryn Jones  
Neill Morrison

**Apologies**

Janet Foster (Clerk)  
Angela Holmes (Clerk)  
Parish Cllr Peter Ketley  
Village Cllr Kay Kirkham  
Town Cllr (and District Cllr) Rebecca  
Whitaker  
Louanna Winch (Clerk)

Oxenhope Village Council  
Cullingworth Village Council  
Wilsden Parish Council  
Harden Village Council  
Silsden Town Council  
  
Baildon Parish Council

## Item

### 1 **Welcome, introductions, apologies**

Introductions were made and apologies given.

### 2 **Minutes of previous meeting**

The minutes were accepted as accurate.

### 3 **Matters arising**

a) Charter review – it was suggested at the previous meeting that the Charter was due for a review. Capacity issues from Bradford Council has meant that has yet to be considered. An update on when this work can be undertaken will be provided at a future meeting.

b) Speed identification devices (SID) – documentation has now been drafted, which will be circulated to Local Councils in the next few weeks. This will include an FAQ, Licence Agreement and Requirements for SID Sites. Peter from Wilsden PC mentioned that they had had early sight of the documents. From this it was highlighted that SIDs could only be positioned on metal lampposts, not the old style concrete ones. Battery life is also limited, which raises concern on resourcing to keep them working. It was suggested that longer life batteries should be considered by Bradford Council, as well as the option of being powered by solar panels.

### 4 **Climate Change – sharing Bradford Council’s approach**

Neill Morrison was in attendance to provide Local Councils with an update on Bradford Council’s activity around Climate Change. Bradford Council declared a climate emergency in January 2019. There are five priority areas that are being addressed: increasing use of renewables on Council sites; converting street lighting to LED; district heat project; support of region wide hydrogen gas project; support of region wide electric vehicle charge points (focused on taxi recharging needs).

Options on how the district’s ambitions can be met are currently being developed. Some of the key climate change issues were highlighted, as have been promoted through mainstream media. It was suggested that simply reducing emissions would not be a solution as this would only slow down economic progress. Action and a regenerative culture change is needed from organisations, government (local and national) and individuals. People need to connect back with the environment and understand the impact of their day to day decisions. Local Councils can support this as bodies that understand local needs and drivers of behaviour. Their links with local people and community groups is also a strength. It is intended that by the end of this municipal year there would be a policy in place outlining a set of actions for the district.

Local Councils raised the link with their neighbourhood plans, and how climate change will impact on policies such as housing. As highlighted at a previous liaison meeting the Core Strategy is being updated and consulted on. It is hoped this will have stronger climate change messages within it. It was understood that national policies can be restrictive. Neighbourhood Plans can include initiatives on climate change, but need to remain in the context of Bradford Council policies; build upon them but not be separate.

## Item

It was suggested that strong leadership was also needed to ensure that policies were followed and not challenged by the private sector (eg electric charging points on new housing developments). Where housing developments are taking place on Council owned land, there could be an opportunity to prepare the ground to allow for ground source heat.

A request was made for a menu of actions that could be followed by Local Councils. Friends of the Earth have information which can be referenced. It was suggested that if Local Councils wish to declare their own climate emergencies, that this needed to be followed promptly with action. Bradford Council has limited resource supporting their own work, but will share any research and findings with Local Councils.

More information can be found on the Council's website: <https://www.bradford.gov.uk/environment/climate-change/climate-emergency-and-green-economy/> and emails can be sent to [climateaction@bradford.gov.uk](mailto:climateaction@bradford.gov.uk).

### 5 Youth Services – a shared approach

Mick Charlton attended the meeting to update Local Councils on district wide youth provision and highlight opportunities for a shared approach. Since austerity in 2011, a large proportion of Local Authorities have fully disbanded their Council delivered youth provision. Bradford Council however continues to support young people though with a budget halved since 2011. The focus has however changed, with investment targeted on the more vulnerable and complex needs of young people. Universal youth provision has as a consequence much reduced. This is the area where Local Councils can help to plug a gap and where the majority of provision is now undertaken by the Voluntary Sector. Bradford Council would like to engage with all Local Councils to discuss opportunities.

Currently there are effective arrangements in place with Wilsden PC. They pay for one youth worker (with support from Bradford Council) and contribute to venue costs. Local Councils are also encouraged to seek local volunteers in addition to any paid workers. It is suggested that Local Council engage in a discussion with the relevant Area Co-ordinator to progress this.

**Action Point:** Area Co-ordinators to contact their Local Councils to discuss future partnerships for youth provision.

### 9 Any other business

Budget setting – message from Bradford Council finance team:

- Due to when key dates fall this next year, a request has been circulated for Local Council budgets to be submitted by 24 January 2020 – a few days earlier than previous years. This appears to align with most Local Councils' budget setting meetings.
- Confirmation was also given that Bradford Council will no longer receive any Revenue Support Grant from Government, and therefore as outlined in last year's budget proposals, the allocation to Local Councils will cease from April 2020.

## Item

### **Date and time of next meeting**

Thanks were given to Trident Community Council for hosting this meeting.

The next meeting on 28 November 2019, 6pm, will be hosted by Wilsden Parish Council at Wilsden Village Hall.

### **d) Email from YLCA**

**Date: 21<sup>st</sup> February 2010**

**Subject: Training on Understanding the Planning System**

YLCA is running two Planning Seminars in April 2020. Which will focus on helping councils to understand their role in the planning system and guide them in making effective responses to planning applications.

The sessions are being led by Andrew Towleron who has worked in various senior roles in planning policy for North East Derbyshire District Council and Rotherham MBC. A qualified planner, he is a former employee of YLCA and a planning adviser for the Society of Local Council Clerks. He is also a clerk to a parish council in the Rotherham area so is familiar with the policies and procedures of local councils.

***Full details and booking instructions are below***

**Understanding the Planning System and making effective observations on planning applications**

***These sessions aim to help councils understand their role in and get the most from the planning system. There will be a focus on the role and responsibilities of local councils in the planning system; local plan making, the National Planning Policy Framework introduced in 2012 and guidance on how to respond effectively to planning applications, including best practice.***

**The session will examine:**

- UK planning legislation and policy;
- The role of local councils in the planning system;
- Local Development Plans;
- The National Planning Policy Framework;
- Development Management;
- Enforcement, appeals and special planning rules and policies;
- Section 106 agreements and the Community Infrastructure Levy;
- Material Considerations – the need for them and their use;
- Incentivising new development;
- Pre-application discussions;
- How local councils make planning decisions;

**Venues and dates:**

**Holiday Inn Leeds-Wakefield, Queens Drive, Ossett, WF5 9BE**

**Friday, 17 April.**

**10.00am (registration 9.45am) to 4.00pm**

**Mercure York Fairfield Manor Hotel, Shipton Road, Skelton, York, YO30  
1XW**

**Saturday, 25 April**

**10.00am (registration 9.45am) to 4.00pm  
(Maximum 40 delegates on each seminar).**

**Please complete the booking form via the YLCA website.**

**Once this is received, we will confirm the booking and raise an invoice.**

Each seminar will run from 10.00am to 4.00pm with refreshments throughout the day and lunch.

**e) Email from Cllr McManus to Yorkshire Water**

**Date: 4<sup>th</sup> February 2020**

**Subject: Sewage discharge on Moorhouse Lane**

Dear Sirs

I am writing from Oxenhope Village Council to report a serious raw sewage surcharge from the main square manhole cover to the foul drain at the top end of Moorhouse Lane, Oxenhope outside the properties Spring Wood and Sycamore Cottage. This occurred on the morning of Sunday February 9<sup>th</sup> 2020, during Storm Ciara. Raw sewage surcharges also occurred from 3 smaller manhole covers in the gardens of properties Spring Wood, New House behind Spring Wood and in the unmade lane outside Lynnthorne.

Oxenhope Parish Council did have correspondence with Yorkshire Water following a similar event in December 2015. A copy of a letter received from Yorkshire Water dated 7<sup>th</sup> January 2016 is attached. This letter denies that surcharging had occurred despite all of the local residents witnessing the event. On Sunday 9<sup>th</sup> February 2020 one of residents recorded a video of the incident. This has been sent to you immediately prior to this email via a We Transfer link to allow transmission of video files immediately following this email. Please download this video immediately for safe keeping as the We Transfer link will only remain operative for 7 days.

I would now return to the Yorkshire Water letter of 7 January 2016.

In paragraphs 3 & 4 the letter refers to an issue of a large drainage ditch running into a smaller culvert and states that this is believed to be the cause of the flooding. During 2018/19 that culvert has been increased in size from a 7" stone drain to a 450mm twin wall reinforced pipe. This culvert now discharges directly into a stream at the rear of Moorhouse Farm. This work was carried out by Pinnacle View Homes Ltd as part of their development of 6 houses off Moorhouse Lane. The work was authorised and supervised by David Oldcorn at Bradford MDC. On the day of storm Ciara there was no discharge from any part of that new land drain system.

On the video provided there is standing surface water on the unmade section of Moorhouse Lane, which can clearly be seen on the video. This was confined to the unmade road and was the accumulation of rainwater only. As can also be seen on the video this did not at any time discharge onto Moorhouse Lane. That water discharged through weep-holes in the boundary wall of the new house and was drained via new land drains into the stream.

There was a considerable amount of surface water running from Marsh Lane down Moorhouse Lane. However the majority of this water (also visible on the video) did not discharge into the surface water drains which appeared not to accept any water whatsoever.

This then leads to the foul sewer in the centre of Moorhouse Lane. This can be seen clearly surcharging with raw sewage escaping in "mini fountains" all around the manhole cover. There was raw sewage discharging into the gardens of Moorhouse Farm, The Barn at Moorhouse Farm, Spring Wood, New House behind Spring Wood, Lynnthorne and Sycamore Cottage.

Councillor Rebecca Poulsen of Bradford MDC has a copy of the video and is taking up the surface water issues with Bradford Drainage.

The main sewer is clearly unable to cope with storm forces. I would now refer to paragraph 5 of your letter 7 January 2016. Now that there is incontrovertible evidence of surcharging, I would suggest further investigations by your engineers.

I await hearing from you with proposals to eliminate such problems in the future.

Yours sincerely

Peter McManus  
Councillor  
Oxenhope Village Council