

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE VILLAGE COUNCIL  
HELD ON WEDNESDAY 11<sup>TH</sup> MARCH 2020 AT THE METHODIST CHURCH, WEST  
DRIVE, OXENHOPE, COMMENCING AT 7.30 PM**

Present: Cllr Ken Eastwood (Chair)  
Cllr Robert Goulding (Vice Chair)  
Cllr Kevin Allmond  
Cllr Michelle Dawson  
Cllr John Haigh  
Cllr Chris Pawson

In attendance: Worth Valley Councillor Russell Brown  
Worth Valley Councillor Rebecca Poulsen  
Rev. Cat Thatcher  
5 members of the public

**36/20 Apologies for absence**

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

Apologies have also been received from Cllr Chris Herd and Ward Officer Alice Bentley.

**37/20 Disclosures of Interest**

There were no disclosures of interest.

**38/20 Applications for a Dispensation**

None received.

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

- a) The minutes of the Village Council's monthly meeting held on 12<sup>th</sup> February 2020 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.
- c) The March Outstanding Issues Report was noted. The Clerk was asked to chase the Council's solicitors about the purchase of land off Mallard View. Cllr Goulding reported he had met with an electrician who is willing to install the defibrillator in or by the phone kiosk in Marsh. A meeting has been arranged for 16<sup>th</sup> March to discuss the Council's response to climate issues.

**40/20 Public Question Time**

A resident expressed concern about the amount of litter in the village. They had been in touch with Cllr Herd and got a litter picker and bags and have spent nearly 10 hours picking up litter in the village.

They felt budget cuts have meant Bradford Council are having to prioritise other services and no longer provide the same level of litter picking.

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They also complained about the slow response to reports of fly tipping, mentioning Fly Flatts as an example. Cllr Eastwood said that in his experience Bradford Council had generally responding quickly to reports of fly tipping.

The resident suggested that a group in the village might be able to work on the issue of litter. Cllr Eastwood expressed support for this idea and suggested the spring Keep Britain Tidy campaign could be a good way to start this. Cllr Poulsen said she would be able to arrange for litter pickers and bags to be provided.

Cllr Goulding said the Village Council have budgeted for a village warden. This person could act a co-ordinator for any litter picking. The resident agreed to provide contact details to Cllr Allmond.

**41/20 Guest Speakers**

a) **Worth Valley Ward Councillors**

Cllr Poulsen stated that the Village Council will be consulted about proposals to reduce speed limit on the road to Calderdale to 50 miles an hour. Calderdale are also proposing introducing this speed limit.

Regarding the flooding on Moorhouse Lane, Cllr Poulsen said she has been in touch with Bradford Council's drainage team so that they were aware of the issue, which has been reported to Yorkshire Water.

Cllr Poulsen has also been in touch with the Parks Department about the surface of the play area. In the longer term, she would hope that a soft play surface will be installed, but in the short term she has asked for some more bark. Cllr Dawson highlighted the need for proper drainage, as during the recent storm run off from the playground had affected the school's kitchen.

Cllr Poulsen also said a new role of West Yorkshire Mayor had been announced as part of a West Yorkshire devolution deal with Government.

Cllr Brown said a request has been made for the Towns Fund to cover the whole of the Worth Valley. He said the framework for the Towns Fund was rather vague. It may be that funding from it could be used to clear gullies as part of flood prevention work, but the first priority was to get the Worth Valley included.

In terms of the Tour de Yorkshire, he said he had not heard anything from the school but thought they were interested in doing something.

Regarding the City of Culture bid, he queried whether something produced for the Tour de Yorkshire could be used as part of the bid. He said there could be lots of benefit for the district from the bid.

b) **School**

Cllr Dawson reported that a pupil, who was not able to attend the Village Council meeting, wants to use the school playground for a Great Oxenhope Get Together on 20<sup>th</sup> June. Local businesses have agreed to provide food, but they wanted to ask if the Village Council would be willing to fund a portaloos.

Councillors said they would want to support this event and requested more information about the costs.

c) **Rev. Cat Thatcher**

Rev. Thatcher said on Mother's Day there would be flowers at the 10 o'clock service.

She said the next Village Council meeting would be in Holy Week. On Good Friday the three churches in the village are joining together for a walk (or drive). They will be setting off from St. Mary's at 1 o'clock, going to the Methodist Church on West Drive, before walking up to the Chapel in Marsh, where refreshment will be available.

She said that despite the corona virus the community café was continuing to run at the moment.

There has also been a query about providing food for the elderly. She said the Co-op is operating as normal at the moment, but if things changed St. Mary's could be used as a base and help could be provided for anyone struggling to get into Keighley.

She was pleased to report that from July the Church will be getting a curate, which will be a great help.

**42/20 Village Councillor Vacancy**

Cllr Eastwood said he was very pleased that more than one person was interested in the vacancy. He explained the procedure for the co-option to the Village Council.

He said that the four candidates present would each be asked to give a short presentation to the Village Council. The candidates would be informed of the outcome after the meeting. This part of the meeting would be held in private and the press and public would be excluded.

Cllr Goulding said that in the past, those who had not been voted in often did not come back. He said the voting was often very close, and any candidate who was not successful, would be very welcome to apply for a future vacancy and to come along to Village Council meetings.

Once the press and public had been excluded, each of the four candidates returned to the meeting one at a time and gave a presentation on why they wanted to be a Village Councillor and what skills they could bring to the role. Candidates were thanked for their interest and for their presentations.

Once the candidates had all left, Councillors discussed the presentations, after which a vote was taken. Nick Pearce obtained the most votes and was co-opted to the Parish Council.

**43/20 Planning  
Resolved:**

- 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.

The Village Council raised no objection to this planning application.

**44/20 Safety Report for Marsh Common and the Rose Garden**

The safety reports for Marsh Common and the Rose Garden were noted.

Cllr Goulding commented that the footpath on Marsh Common is very muddy.

Cllr Eastwood said there were a few issues in the Rose Garden. He said more information is needed on the noticeboard, but the map of the area is in place.

Cllr Goulding said that in terms of the walling issues he has a verbal quote from a retired builder, who had quoted £100 for the work on the wall by the new entrance. The builder was concerned about other walls in the Garden, which would need attending to. The work to the entrance can go ahead as financial authorisation has already been obtained, but will need to wait until the path is finished.

**45/20 Allotment Allocation Policy - Version 2**

**Resolved:**

To adopt the Allotment Allocation Policy.

**46/20 Correspondence**

**Resolved:**

- a) Email from Bradford Council about consultation on proposal to amalgamate Area Planning Panels. Noted.
- b) Emails between Clerk and Martyn Burke, Bradford Council Planning Department about static caravans. Cllr Eastwood reported he had not been able to get in touch with Martyn Burke. The Clerk was asked to refer the issue to planning enforcement.
- c) Minutes of Liaison Committee held on 11<sup>th</sup> September 2019. Noted.
- d) Email from YLCA about training on understanding the planning system. Noted.
- e) Email from Cllr McManus to Yorkshire Water about sewage discharge on Moorhouse Lane. Noted.

**47/20 Village Council Logo**

The Clerk read out comments received from Councillors about the revised Village Council logo, with no Councillor expressing strong views in favour of the logo.

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Following discussions it was decided that it would be best to get the existing, temporary Village Council logo updated, adding a wind turbine. There would be a colour version and a gold outline version of the logo.

**48/20 Green Burials**

Cllr Goulding said the Village Council was starting to look at what it could do to address the issue of climate change, and he and Cllr Eastwood felt one thing that could help was to look into the possibility of a green burial site, as cremations produce a lot of greenhouse gases. It was agreed to investigate this further.

**49/20 Financial Matters**

**Resolved:**

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

Payee	Cheque No.	Amount	Description
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

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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 02/03/20

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

£42,127.40

Net balances:

**£42,127.40**

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**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><u>£42,127.40</u></u>

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

Cllr Dawson reported that the toad crossing signs, paid for by the Village Council, have gone up and there would be a photo session to publicise the toad crossing patrols.

Cllr Eastwood said that two trustees are retiring from the Millennium Green Trust and they are struggling to find new trustees. The AGM is on 27<sup>th</sup> March in the Bay Horse. There are only 4 to 5 meetings a year, so not too much work is involved, other than on village fete day. He asked if anyone is interested in being a trustee to get in touch with him.

**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 7.15 p.m.

The meeting closed at 9.15 p.m.

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