

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE VILLAGE COUNCIL
HELD ON WEDNESDAY 13TH MAY 2020 BY VIDEO CONFERENCE,
COMMENCING AT 7.30 P.M.**

Present: Cllr Ken Eastwood (Chair)
Cllr Kevin Allmond
Cllr Michelle Dawson
Cllr Peter McManus
Cllr Chris Pawson
Cllr Nick Pearce

In attendance: Worth Valley Councillor Rebecca Poulsen
Alice Jones, Oxenhope CofE School
Rev. Cat Thatcher
3 members of the public

67/20 Apologies for absence

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

68/20 Disclosures of Interest

Cllr McManus declared an interest in planning application 20/01334/FUL.

69/20 Applications for a Dispensation

None.

70/20 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Village Council's monthly meeting held on 15th April 2020 were confirmed as a true and correct record.
- b) There were no matters arising.
- c) The May Outstanding Issues Report was noted.

71/20 Public Question Time

There were no public questions.

72/20 Guest Speakers

a) **Worth Valley Ward Councillors**

Cllr Poulsen provided an update on changes at Bradford Council. There are currently four waste recycling centres open with the nearest one being in Keighley. It is used by wagons during the day and open to the public weekday evenings from 5 p.m. to 10 p.m. At the weekends it is open 8 a.m. to 8 p.m. A permit is needed to use the site. There have been long queues.

The Sugden End site has not been reopened at the moment as it is not safe for traffic to queue there. It will be re-opened once demand has reduced.

She reported that Bradford Council and Yorkshire Water were working together to address the issue of fly tipping, including installing cameras. She stressed the importance of reporting any fly tipping on the Bradford Council website.

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There have also been issues with quad bikes and the Police have some footage. She asked anyone with information to get in touch with the Police.

She reported that the car park at Penistone would reopen on Thursday 14th May.

This weekend (16th and 17th May) Keighley and Worth Valley Railway (KWVR) will be holding a sale at Oxenhope station to get rid of excess stock. Social distancing rules will apply.

She also mentioned that Cllr Brown can make Perspex screens and asked the school to get in touch with him if this was of use to them.

b) **Oxenhope CofE School**

Alice Jones reported that the school was planning for a potential re-opening of the school on 1st June. The school is currently open for the children of key workers and children with special needs in the form of a Smile Club, which provides childcare and not education. School has been open throughout the holidays with staff working one week and then at home for two weeks. She reported that this system had worked well.

There have been several community projects by school, including the Everest challenge, which has raised over £3,400 for Manorlands. The children have also been involved in sending letters and pictures to isolated members of the community and also to Captain Tom.

She emphasised that the school was putting children and families at the forefront of everything they are doing and the staff have been outstanding.

She then asked Helen Hartley to talk about a possible community art project. Helen said it is just an idea at the moment, but there was a thought about creating something positive for the whole community which would involve art works round the village, in school, on Millennium Green and in the Rose Garden.

Cllr Eastwood thought this was a good idea, giving people something to occupy themselves with, as well as being something positive at this difficult time.

Rev. Thatcher said she was sure both St. Mary's and the Methodist Church would be happy to be involved.

Cllr Eastwood agreed to talk to Helen about how to develop this idea.

Alice Jones said the school wants to host an Oxenhope get together later in the year. It would be an all day event, with the whole village invited. This is just an idea at the moment but it would be an event where the whole community could come together.

Cllr Eastwood said the Village Council would definitely like to be involved and agreed to work with the school on this. He said thought had been given to a

celebration event and to recognising local volunteers and those keyworkers who have kept working throughout the crisis to the benefit of the village.

c) **Rev. Cat Thatcher**

Rev. Thatcher reported that the Church had been closed since Mothering Sunday and was likely to remain closed until at least July, though it may be possible to open for private prayer before then.

She is live streaming services from home at the moment via Facebook. The PCC had debated if services could be streamed from the Church, but have decided against it for the moment.

They are looking at how the Church will operate once it is possible to reopen. There will be signs showing which seats can be used. This will probably be fine for normal Sunday services. She said weddings were still possible in very limited circumstance, for example when people were at the end of life.

With cremations only the vicar or minister can enter the crematorium. With funerals up to ten family members are able to be present at the graveside. She said it is very difficult at the moment. She is watching for news on any changes to the guidance.

d) **Police report**

The clerk read out a report from the Police with crime figures for the month ending 7th May. There was one theft of a BBQ, one burglary with a chainsaw stolen and one theft of a quad bike. In all cases there were no suspects and no arrests.

73/20 Village Councillor Vacancy

Cllr Eastwood said that following updated advice from the National Association of Local Councils (NALC), the Clerk had contacted Bradford Council to see if the vacancy can now be advertised. However Bradford Council is unwilling to progress this, so the vacancy cannot be filled at the present time.

74/20 Planning Resolved:

- a) **20/01144/HOU** Single storey and first floor extensions at Cobling Barn, Sawood Lane, Oxenhope BD22 9SP.

Oxenhope Village Council supports this planning application.

- b) **20/01326/LBC** Replacement of 3 windows to front elevation at 8 Farra Street, Oxenhope BD22 9HP.

Oxenhope Village Council supports this planning application.

- c) **20/01334/FUL** Construction of a pair of semi detached houses with access and landscaping at Back Leeming, Oxenhope.

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Cllr McManus left the meeting.

The first of two residents attending the meeting gave their reasons for objecting to this planning application.

They stated they live near the plot, which they described as a lovely open space between houses in Back Leeming. Their objections included:

- The site is a very tight space
- There will be privacy issues for neighbours, including loss of light
- Parking in the area is already difficult and this development would make matters worse

The second resident attending the meeting also wanted to object to the planning application on the following grounds:

- The plans were incorrect and misleading
- The claimed splay of visibility is overstated
- There will be increased problems with parking
- The development will increase traffic on a very narrow road, with no footpaths
- Trees have been removed from the site without, as far as the resident is aware, the necessary permission being obtained
- The development is in a conservation area, and the development will involve the removal of a dry stonewall, which is part of the unique character of the conservation area.
- The development is a three storey building with a slate roof and will be out of keeping with the rest of the area.
- There are concerns around privacy and the right to light
- Notification was only received on 1st May with site notices going up on 9th May, leaving little time for residents to object
- In summary the resident said that if the development was allowed to go ahead it would have a hugely detrimental effect on this scenic part of the village.

Cllr Eastwood reminded those present that the Village Council is a consultee in the planning process and that Bradford Council makes the decision on whether to approve or reject planning applications. He encouraged the residents to make their objections known on the Bradford Council planning portal.

The Clerk read out two emails from other residents objecting to the planning application. The first resident stated:

- It is a conservation area
- The new build is not in keeping with the surrounding area
- There are already problems with parking and traffic
- Concerns about privacy issues affecting neighbouring properties
- Concerns about breach of planning permission in relation to removal of trees and shrubs from the site

The second resident main points were:

- The plans are not accurate
- Concerns about the sight lines being overstated
- Concerns about making existing traffic issues worse, especially as there is no pedestrian footways
- Concerns about tree clearance on the site
- The development is too large, with “right to light” implications, loss of amenity and noise issues affecting neighbouring properties,
- Roofing material does not fit in with surrounding houses
- Removal of long standing stone wall will have an adverse effect on character and appearance of the conservation area
- Access to property on narrow part of road
- Lack of a section drawing to show how property will fit into surrounding area
- Significant changes to existing ground levels
- Lack of notice, limiting time for people to object to the development

Village Councillors then discussed the planning application. Concerns were expressed about the lack of documents showing distances to neighbouring properties. It was pointed out that one of the key planks of the Neighbourhood Development Plan (NDP) is recognising that separation and open spaces are a distinctive feature of Oxenhope. If development is to take place in an open area, then the Council would need to be confident that it would fit in, but there is not enough information to show that this is the case with this planning application.

Councillors also expressed concern about adding to existing problems with parking and traffic in the area. Additionally, there were concerned about the removal of a stone wall which was part of the character of the area.

The Village Council objects to this planning application.

Cllr McManus re-joined the meeting.

75/20 Correspondence

Resolved:

- a) Email from Iain Cunningham, Bradford Council about Neighbourhood Planning & Coronavirus (Covid-19) update.

Cllr McManus updated Councillors on the NDP, saying it is basically on hold until May 2021 but Bradford Council is being very helpful. Emma Higgins, Planning Officer, has offered to screen the plan and advise on what might be changed by the Independent Examiner.

She is liaising with Jamie Wilde, the Village Council’s planning consultant. This should mean the plan could quickly get through the independent examination and be ready to go to referendum in May 2021.

- b) Emails from Oxenhope Village Council and reply from Martyn Burke, Bradford Council Planning Department about works on access to Shaw Farm.

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It was stated that the issue of the new access has been referred to planning enforcement. The new access has progressed at pace and is virtually ready for tarmac, with a completely new access with no planning permission. It was agreed to escalate the Village Council's concerns so they can be addressed hopefully before the tarmac is laid.

- c) Email from a resident about the toad patrol. Noted.

Cllr Dawson reported that the reduction in traffic due to the corona virus outbreak has been good for toads. This year 435 toads were helped and there were 26 toad fatalities. The figures for the two previous years were 252 rescues and 44 fatalities in 2019, with 332 rescues and 43 fatalities in 2018.

- d) Email from Chris Barker, Community Action Bradford and District (received via Alice Bentley, Ward Officer) about funding for community organisations. Noted.
- e) Email from Oxenhope resident about a lockdown art exhibition / installation. Noted and discussed earlier in the meeting.

76/20 Coronavirus – Oxenhope Village

Cllr Eastwood said as far as he knew in Oxenhope there were no major issues or ongoing concerns, which had not been addressed. He had received a request for a Christian Aid event, but felt that it could not be supported within the current rules, but had agreed to promote Christian Aid on Oxenhope Online.

77/20 Oxenhope Community Preparedness

Cllr Allmond spoke about the need for communities such as Oxenhope to be prepared to deal with emergencies. He has created a draft website to provide information and raise awareness. This included with six projects to think about and information on how to prepare.

Other websites, such as Bradford Council and the Red Cross all have information about being prepared.

He asked for support from the Village Council and feedback on the website once he has published it. Cllr Eastwood said the Village Council would be willing to support in principle. He asked about any cost implications. Cllr Allmond stated there were no cost implications for the Village Council. It was agreed he would make the site live and invite feedback from all members.

78/20 Financial Matters

Resolved:

- a) To authorise an increase in the monthly direct debit for the clerk's phone from May 2020 to £11.30 (annual increase of 2.7% applied by Three).
- b) To authorise a payment for insurance to Came and Company. It was agreed to enter into a three year term at £545.40 per year.
- c) To authorise the following account for payment: -

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Payee	Cheque No. / Online	Amount	Description
City of Bradford MDC	Online payment	£1,728.00	Contributions to Youth Club staffing costs Sept - Dec 2019 (12 sessions @ £120) plus VAT

- d) The following payments previously authorised were noted: -
 Clerk's salary and home working allowance (01.05.20 - 31.05.20)
 Clerk's mobile phone (£11.00 per month direct debit)

79/20 Minor items and items for next agenda

None.

80/20 Date and time of next meeting

The next monthly meeting of Oxenhope Village Council will take place on 10th June 2020 starting at 7.30 p.m. and will be held by video conference.

81/20 Staffing Committee

The public and press were excluded from the meeting for this item.

Cllr Eastwood provided background to the proposed increase in the Clerk's salary by one spinal column point.

Resolved:

To authorise the recommendations of the staffing committee meeting held on 11th March 2020.

82/20 Financial Matters – Staffing

Resolved:

To authorise the financial recommendations from the staffing committee amounting to an increase in staffing costs of £200 in 2020/21.

The meeting closed at 8.40 p.m.

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