

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE VILLAGE COUNCIL
HELD ON WEDNESDAY 13TH JANUARY 2021 BY VIDEO CONFERENCE,
COMMENCING AT 7.30 P.M.**

Present: Cllr Ken Eastwood (Chair)
Cllr Robert Goulding (Vice Chair)
Cllr Kevin Allmond
Cllr Michelle Dawson
Cllr Helen Hartley
Cllr Peter McManus
Cllr Chris Pawson
Cllr Nick Pearce

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Chris Herd
Worth Valley Councillor Rebecca Poulsen
Rev. Cat Thatcher
No members of the public

01/21 To receive apologies for absence given in advance of the meeting

None received.

02/21 Disclosures of Interest

Cllr Eastwood declared an interest in a financial payment.

03/21 Applications for a Dispensation

None received.

04/21 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Village Council's monthly meeting held on 9th December 2020 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.
- c) The January Outstanding Issues Report was noted. The Clerk was asked to contact Bradford Council about the toilet block Community Asset Transfer. The defibrillator at Marsh will be installed in the phone kiosk once the electrician has undertaken the necessary work.

05/21 Public Question Time

No members of the public were present at the meeting.

06/21 Guest Speakers

a) **Worth Valley Ward Councillors**

Cllr Poulsen started by informing the meeting that Bradford Councillor Mike Ellis had sadly passed away on Monday. She said her thoughts and prayers were with his family and friends. Cllr Eastwood said the Village Council passed on their condolences to Cllr Mike Ellis' family. He said it was a very sad loss.

She reported that there had been a rather frustrating group of Covid deniers, posting on Oxenhope Online recently. She said the infection figures are lower in the area but are increasing. She was pleased to report that the vaccine rolling out had started in the Worth Valley.

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In terms of the play area she was rather annoyed to see that the bark had been put in the wrong area, being at the school end, where it had previously caused flooding issues at the school. The bark is due to be moved to the correct location. The jet washing has still not happened.

She reported that Station Road, from the roundabout to Lower Town, will be resurfaced in March / April time. Preparation work will start shortly and letters will be sent out to people living on the road.

In terms of fly tipping, she said there had been recent issues in unusual places, including in the village itself. She asked if the Council wanted to press ahead with the fly tipping campaign now or wait until lighter evenings. Cllr Eastwood replied that it would probably be better to wait until later in the year, but he reported that people were interested in supporting the campaign.

It was noted that some actions are being undertaken to address this issue that cannot be fully discussed in the public domain. Cameras have been installed at certain locations. There had also been issues at the layby on Heights Lane. There had been a request for Bradford Council to close the lay by but there were queries over ownership. Cllr Eastwood commented that there had been a number of other concerns about possible illegal behaviour at the layby.

Cllr Herd reported there had been on going issues with 4x4 vehicles using land up Bodkin Lane, often late into the night, and causing problems for the nearby farm. The landowner has been identified. He would be happy for the land to be fenced off.

There have been similar problems on Stones Common. All these issues have been reported to the Police, but as they do not have a four wheel drive vehicle, the Police cannot respond effectively. There has been a request for funding for a four wheel drive vehicle to increase the Police presence in these areas.

Cllr Herd said there had also been reports of an aggressive dog on Stones Moor. He will try and get the dog warden to follow this up.

Cllr Herd also offered to help with the distribution of grit currently stored at Cllr Goulding's farm.

Cllr Herd said he has been experimenting with leaky dams on his farm and also planting more trees. Cllr Goulding commented that much of the land in Oxenhope was not good farming land, so planting trees might be a good use for some of this land.

Cllr Brown said he was due to meet with the Chief Constable and the Crime Commissioner and would be raising the issue of lack of a four wheel drive vehicle for Police use.

He reported that he is on the steering group for the City of Culture bid and indicated funding might be available for projects in the village. He suggested it would be a good idea to invite Richard Shaw, Director of the City of Culture Bid to Oxenhope to showcase the area. Cllr Goulding said he would be willing to

lead a group round the area. Suggested things to highlight included Keighley's heritage of world beating heavy engineering, the wild life businesses in the area and the planned sculpture trail.

Cllr Brown agreed to contact Richard Shaw and invite him to visit the area, when that can be safely arranged.

b) **Other guest speakers**

Rev. Cat Thatcher said that although churches are allowed to open, they had decided to close the building and all services are again online only. There are a number of vulnerable parishioners and she felt they should lead by example and close the church.

Cllr Eastwood thanked Rev. Thatcher and said in his view she was definitely doing the right thing by closing the church and displaying leadership over minimising risks.

07/21 Planning

Resolved:

- a) **20/05919/HOU** Internal partial demolition and renovation on ground and first floor, and rear yard ground storey extension at 18 Shaw Lane, Oxenhope BD22 9QL.

Oxenhope Village Council supports this planning application.

08/21 Safety Inspection Reports

The reports for the Rose Garden, Horseshoe Dam and Allotments were noted.

Cllr Eastwood said the gritting of paths in the Rose Garden needs to be discussed under the agenda item on gritting.

Cllr Pawson said a resident had emailed to raise queries about the wood on the footbridge and fencing round the Horseshoe Dam. He reported it looks to be fine at the moment but will need treating at some point.

Cllr Allmond said the allotments are all fine.

09/21 Correspondence

Resolved:

- a) Email from Alice Bentley, Ward Officer, Bradford Council about Citizen Coin. Noted.
- b) Email from Helen Johnson, Policy Officer, Bradford Council about Bradford Council Budget Consultation. Noted.
- c) Emails between Darren Hinchliffe, Rights of Way Officer, Bradford Council and the Clerk about footpath 157 (Oxenhope to Haworth). The Clerk said she had contacted Darren Hinchliffe, but he had not yet been able to check on the fence.
- d) Email from YLCA about Coronavirus update. Noted.

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- e) Email from Neil Jerome, Service Support Manager, Bradford Council about Consultation on Payments to Parents transporting children to school using a Personal Travel Assistance Budget. Noted.
- f) Email from YLCA about Climate and Ecological Emergency Bill. Noted. Cllr Eastwood said it would be good for the Village Council to re-visit the response to climate change. All Councillors supported this idea. Cllr Eastwood agreed to draw up a discussion document with Cllr Goulding and will then arrange a meeting.
- g) Email from Alice Bentley, Ward Officer, Bradford Council about Wellbeing Grants. Noted. Cllr Eastwood said this might be a source of funding when the Council was able to look at progressing the dementia friendly work.
- h) Email from Alice Bentley, Ward Officer, Bradford Council about Lateral Flow tests sites. Noted.
- i) Email from Keighley Area Coordinator's Office Minutes of Liaison Committee Meeting 7th October 2020. Noted.

10/21 Sculpture Trail

Cllr Hartley said a meeting had been held on Saturday 9th January with people who have expressed an interest in creating sculptures for the sculpture trail. The minutes of the meeting have been distributed to Councillors.

Cllr Hartley said it was a very positive meeting and a person has been allocated to each sculpture site. Pawsons may be able to provide materials for the sculptures. There are issue with insurance and permission to install the sculptures, which need to be followed up.

Keighley and Worth Valley Railway are planning a celebration of the Railway Children film on the second May Bank Holiday. She said it would be good if the sculpture trail could be launched that weekend, hopefully with a fund raising event.

11/21 Community Grants

Cllr Eastwood explained that there were a couple of changes to the application form, making it clear that funding was not just for project work and the upper limit of £750 has also been removed.

Cllr McManus said he was willing to take the lead with this project and will email out the form to his contacts in organisations. He asked if other Councillors would be willing to use their contacts as well. The aim is to get the form emailed to all contacts by the end of January. Information will also be on Oxenhope Online.

12/21 Footpath policies and responsibilities

Cllr McManus said he had been contacted by a resident who was complaining about the Cat Steps being very slippery. He has informed Bradford Council and they are going to deal with this issue.

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However Cllr McManus wanted to raise the issue of the Village Council's approach to footpaths throughout the village. He said the Village Council cannot take on responsibility for all footpaths, but the Neighbourhood Development Plan (NDP) includes a policy designed to secure footpaths and cycle ways. The policy is to improve them, something that pupils in school were very keen on, when they were surveyed as part of the research for the NDP. He cited the example of clearing bamboo from the footpath by Pawson's.

Cllr Poulsen was asked if the Rights of Way officers inspect footpaths. She said that they are only a small team and cannot inspect every footpath, but they do try to respond to queries. They often liaise with landowners who are responsible for undertaking the work.

She suggested Cllr McManus liaise with Darren Hinchliffe and see what help the Village Council can offer him.

Cllr Hartley said the footpath down from the church, which will be on the sculpture trail will need some attention.

13/21 Gritting

Cllr Goulding started by saying what had happened this winter. The Village Council had bought a ton of grit, and he has distributed about half a ton so far. He has delivered about six bags of grit to The Square, as well as Sykes and Tansy End. People who have received the grit have been very appreciative.

It is very labour intensive and Cllr Goulding did wonder if it was worth carrying on, but thought it was probably a good thing to do.

Cllr Eastwood said the grit should be for use in public areas. He suggested buying grit in bulk (provided Cllr Goulding had room to store it), installing some grit bins in the village and paying someone to deliver the grit when required. He said there was also a need for a couple of grit spreaders, which could be used to grit the paths in the Rose Garden and the path by the Horseshoe Dam.

Cllr Dawson queried whether Bradford Council filled the grit bins. Cllr Poulsen said this was complicated. The Council fills their own bins, but Parish / Village Councils also provide grit bins, which they are responsible for filling. Developers have also sometimes put bins on their estates, but these are private bins and the residents would be responsible for filling them. Some Parish Councils have policies on grit bins. She requested the Village Council put a laminated notice on any grit bins they purchase, so it is clear who is responsible for refilling the bin.

In terms of gritting the roads, Bradford Council grit priority 1 routes first, followed by priority 2 routes. They also grit pavements near schools.

It was agreed to purchase more grit bins from Bradford Council, once locations have been agreed and also to purchase two grit spreaders.

Cllr Goulding was thanked for storing the grit and his work in distributing it.

14/21 Book update

Cllr Eastwood said the publication of the book, Oxenhope – The making of a Pennine Community had been a very successful project. After just three weeks, sales are £1,175, already covering half the cost of publication.

Cllr Goulding said he had sold a few copies privately and had been surprised how few people knew about it. He stated that once costs have been covered, the surplus will be donated to Manorlands. He said the most important thing is the book is now preserved for posterity.

Councillors suggested that once lockdown had ended, it should be possible to sell the book at local pubs, at the station, at the village fete and at an open farm day and school events.

Cllr Dawson reported that further copies have been sold at the Co-op. She said she would get more posters to promote the book.

15/21 Financial Matters

Resolved:

- a) It was noted that the Clerk has applied to Barclay's Bank for three Business Deposit cards to enable banking of income at Post Offices.
- b) To authorise the following accounts for payment: -

Payee	Cheque No. / Online	Amount	Description
YLCA	Online	£22.50	Training on Planning System Cllr Hartley
HMRC	Online	£583.39	Oct – Dec. 2020 PAYE and employer's NI
Michelle Dawson	Online	£35.40	Postage (relating to book sales)
Ken Eastwood	Online	£17.98	Envelopes (relating to book sales)
Janet Foster	Online	£65.97 £11.70 £77.67	Expenses Oct – Dec. 2020 Mileage Oct – Dec. 2020 Total

- c) The following payments previously authorised were noted: -
Clerk's salary and home working allowance (01.01.21 – 31.01.21)
Clerk's mobile phone (£11.29 per month direct debit)
- d) The following trial balance was noted:

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Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)
	£	£		£
Expenditure				
Clerk's Salary (inc. Employer NI)	10,360	7,744	2,616	10
Village Warden	5,200	0	5,200	5,200
Village Warden (Equipment)	1,000	0	1,000	1,000
Clerk's home working allowance	300	225	75	0
Stationery and Printing	500	430	70	10
Mobile Phone	160	84	76	38
Postages	50	13	37	30
Travel and Subsistence (Staff)	300	63	237	225
Internal and external audits	390	480	-90	-90
Subscriptions	900	861	39	39
Room Hire	200	174	26	26
Insurance	600	545	55	55
Training	300	88	213	113
Marketing	100	0	100	100
Outreach	400	0	400	400
Christmas Lights	5,000	4,640	360	210
Maintenance of Marsh Common	500	80	420	320
Youth Club	4,800	1,440	3,360	2,160
Neighbourhood Development Plan	200	0	200	0
Website	800	690	110	0
Contingency Fund	1,000	122	878	878
Community Initiative Fund	500	187	313	0
Maintenance of Village Council Assets	4,000	1,628	2,372	1,872
Allotments	1,000	250	750	550
Book - Publishing costs	0	3,516	-3,516	-3,571
Defibrillators	800	248	552	452
Skate Park	1,000	0	1,000	1,000
Refurbishment of Leeming phone kiosk	500	0	500	0
Total Expenditure	40,860	23,508	17,352	11,026
Income	Budget	Income to date		Year end Shortfall (-) / Surplus (+)
Precept	35,910	35,910	0	0

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Allotment Grant	300	307	7	7
Allotment rents	450	135	-315	14
Book Sales	0	1,389	1,389	1,389
VAT refund	4,200	4,287	87	87
Miscellaneous	0	1,179	1,179	1,179
Total Income	40,860	43,206	2,346	2,675
Surplus (+) / Deficit (-)				13,702

e) The following bank reconciliation was noted:

Balance per bank statements as at 07/01/21

Community Account	£29,642.62	
Business Savings Account	£8,114.70	
		£37,757.32

Net balances:

£37,757.32

CASH BOOK

Opening Balance 1 April 2020	£19,995.69	
Add: Receipts in the year	£43,206.30	
Less: Payments in the year (incl. VAT)	-£25,444.67	
Closing balance per cash book:		£37,757.32

16/20 Minor items and items for next agenda

The Clerk reported that a resident had emailed asking if Kennel Lane and Nese Lane could be designated as limited byways as they were concerned about damage caused by vehicles using the lands. Cllr Poulsen said she has also had the same email, as had the Rights of Way Officer at Bradford Council, who would be dealing with the issue.

Cllr Dawson reported that work has started on the bridge on Harry Lane and would hopefully be finished in a couple of weeks. Landscaping work will also be needed to repair the damage in Millennium Green.

Cllr Allmond said he was interested in a possible micro generation energy scheme. Cllr Eastwood agreed to email him some further information.

17/20 Date and time of next meeting

The next monthly meeting of Oxenhope Village Council will take place on 10th February 2021 starting at 7.30 p.m.

The meeting finished at 9 p.m.

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