

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE VILLAGE COUNCIL
HELD ON WEDNESDAY 10TH FEBRUARY 2021 BY VIDEO CONFERENCE,
COMMENCING AT 7.30 P.M.**

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

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Rebecca Poulsen
Ian Butterfield, White Rose Forest
No members of the public

18/21 To receive apologies for absence given in advance of the meeting
Apologies have been received from Cllrs Dawson and Pawson, as well as from Worth Valley Cllr Chris Herd, Rev. Cat Thatcher and Ward Officer Alice Bentley.

19/21 To consider the approval of reasons given for absence
The reasons given for absence were approved.

20/21 Disclosures of Interest
None.

21/21 Applications for a Dispensation
None received.

22/21 Minutes of Meetings (previously circulated to Members)
a) The minutes of the Village Council's monthly meeting held on 13th January 2021 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. The Clerk reported that work required to install the defibrillator at Marsh was being followed up.

23/21 Public Question Time
None.

24/21 Guest Speakers
a) **Ian Butterfield, White Rose Forest**
Ian stated that until two years ago he worked for the Forest of Bradford, but now worked with the White Rose Forest, which is a social enterprise with a wider remit. He wanted to make the Village Council aware of grants available for tree planting. Part of the remit is to help reduce flooding by working with landowners in the upper Aire Valley.

The White Rose Forest is part of the Trees for Climate initiative, which aims to plant trees on 30,000 hectares each year. Grants are available not only for tree planting, but also for fencing and for maintenance over a 15-year period.

Signed.....

2072

Page Numbering checked..... 10th March 2021

He said the organisation can help for tree planting, not only in the countryside, but also in public open spaces in urban areas. They are trying to build up a land bank for future planting projects once the pandemic is over.

Cllr Eastwood thanked Ian for this information and said the Village Council wants to address climate change issues and would be interested in working with the White Rose Forest in the future.

b) **Worth Valley Ward Councillors**

Cllr Brown reported that he had attended the recent meeting of the Police and Crime Panel. Although Police has seized vehicles, there is a need for more resources for the Police to tackle the issues of nuisance caused by off road vehicles. He said the Police need access to a 4x4 vehicle and pointed out that there will be a 7.64% increase in the Police precept and stated that funds for this should therefore be available.

Cllr Eastwood replied that although there had been positive announcements from the Steerside Operation there was a clear need for the Police to have access to a 4x4 vehicle, not only to tackle issues relating to off road vehicles, but also to be able to attend any incidents in the area during bad weather.

Cllr Poulsen reported that she is due to have a meeting with the Home Secretary and will be raising the issue of rural crime.

She reported there is an on-going issue with electricity supply to the street lights on Keighley Road. Npower is investigating this issue.

Cllr Poulsen said residents had approached her requesting that the bridge on Mill Lane, which is closed to vehicles at the moment, be permanently pedestrianized. She asked for views from Village Councillors. Village Councillors said they were supportive of the idea in principle. Cllr Poulsen agreed to consult with Highways and if it was a possibility, then a wider consultation would be needed before any decision was made.

She also informed the meeting that Station Road is due to be resurfaced from the roundabout to Lowertown in March / April.

Cllr Poulsen said the consultation on the Local Plan has now started. She stated that although the focus tends to be on housing allocation, the Plan also covers other issues, such as employment and sets out the plan for the Bradford area up to 2038. Feedback on the plan is requested by 24th March 2021.

There are two proposed housing sites in Oxenhope. Cllr McManus commented that one of the proposed sites is a village open space and he was strongly opposed to any development on that site.

There was general agreement that comments from previous consultations had not be taken on board and that there was a very limited timeframe for comments on the Plan. Cllr Poulsen said it is not easy to put input comments.

Respondents need to register and there is a word limit in place. She said longer comments could be made by emailing planning.policy@bradford.gov.uk.

The Clerk was asked to include the Local Plan on the next agenda.

c) **Other guest speakers**

The Clerk reported she had not received any crime statistics from the Police, but would follow this up. Cllr Eastwood said it would be good to have some input from the Police. Cllr Poulsen said it may be that the Police are not allowed to attend Zoom meetings.

25/21 Planning Resolved:

- a) **20/04977/FUL** Conversion of existing linked barn to 2 self contained cottages at Hanging Gate Farm, Hanging Gate Lane, Oxenhope BD22 9RJ.

Given that this work had been previously approved, it was queried why this planning application was needed. It was stated that there had been problems with the building work and the building had collapsed, and was then rebuilt. This application is for retrospective planning permission, as the building did not fully comply with the original planning permission.

Following a discussion, Councillors resolved that the Village Council supports this planning application.

- b) **21/00109/HOU** First floor rear extension at 36 Upper Town, Oxenhope BD22 9LN.

The Village Council does not object to this planning application.

- c) **12/00382/FUL** Change of use of existing stable block to residential unit at Stable Block, Black Moor Road, Oxenhope.

There was discussion on this planning application around whether the application would improve the visual appearance and around other similar planning applications in the area. There was concern expressed about the lack of a structural report to prove that the planned conversion was possible.

Councillors resolved that the Village Council does not object to this planning application, but would add a comment asking that a structural survey be undertaken before planning permission is granted.

26/21 Safety Inspection Reports

The reports for the Horseshoe Dam and Marsh Common were noted.

The Clerk reported neighbours have contacted the Village Council about trees growing out from the wall below Mallard Drive. The Clerk agreed to contact a tree management company to get quotes for work needed to remove the trees.

Cllr Goulding said he would put some stones on the path at Marsh Common.

Signed.....

2074

27/21 Correspondence

Resolved:

- a) Introductory email from Trevor Speight, Census Engagement Manager about 2021 Census (further emails and details of seminars available on request). Noted. Cllr Eastwood stated that, in his opinion, the census should not be taking place during the pandemic, stating it could easily have been delayed for six months. Councillors agreed and decided that they did not want to offer any active help with the census.
- b) Email from YLCA about survey on power to hold remote meetings. Noted. Cllr Eastwood explained that the power to hold Council meetings remotely runs out in early May. Councillors are in favour of making it a permanent right for them to hold either hybrid or remote meetings. The Clerk was asked to complete the survey from YLCA giving Councillors' views.
- c) Email from Simon Sharp, Senior Asset Management Officer, Bradford Council about Community Asset Transfer (CAT) Toilet Block. Noted. Cllr Eastwood said he was pleased that Bradford Council are finally progressing this. The Clerk explained that Bradford Council are looking at a more straightforward process when transferring assets to Village Councils.

Cllr Goulding suggested one block should be a unisex toilet and the other could be used a number of different purposes.

- d) Email from YLCA about the Right to Regenerate. Noted. Councillors agreed this was not particularly relevant for Oxenhope.
- e) Email from YLCA about Remote Conference (Draft Programme available on request). Noted. If any Councillor is interested in attending, please let the Clerk know.
- f) Email from Bradford and District Community Empowerment Ltd (Cnet) via Ward Officer about Crime Survey. Noted. If Councillors wish to complete the survey, they were asked to do so individually.

28/21 Sculpture Trail

The minutes from the Sculpture Group meeting on 9th January 2021 were noted.

Cllr Hartley said she was really pleased with the enthusiasm shown by everyone involved in the sculpture trail. KWVR were very supportive and the church was looking at having a new footpath to help people get to their sculpture. There are a lot of great ideas for sculptures, many of them are nature based. In addition, a recent proposal is for a full sized steel railway trolley at the station, which will be full of items made in the village.

Cllr Hartley said she hopes the trail will be open at the end of May. She also said she has had an email from Bradford City of Culture 2025 expressing their interest in the sculpture trail and other events in the village.

Cllr Eastwood thanked Cllr Hartley and others involved for the work on the sculpture trail project.

Signed.....

2075

29/21 Community Grants

The Clerk informed Councillors that six applications have been received so far. Cllr Eastwood agreed to promote the scheme online again. The deadline for applications is 28th February 2021.

30/21 Gritting and Grit bins

Cllr Goulding reported that although the grit bags had worked well and were very positively received, it was not sustainable going forward. He suggested that the Village Council purchase grit bins and pay Bradford Council to fill them.

Resolved:

Councillors agreed that the priority areas for grit bins are:

Yate Lane

The Square (may need permission from owner of land)

Tansy End (lower end)

Rose Garden

West Drive – possibly outside the Methodist Church

Hawksbridge Lane had been mentioned as a possible location, but as it is on the gritting route (priority two) it has not been included at the present time.

Resolved:

To purchase four grit bins from Bradford Council at £100 each and one black and gold bin for the Rose Garden at £300. Total authorised expenditure £700.

31/21 Book update

Cllr Eastwood said that 148 books have already been sold, covering 66% of the expenditure. He was really pleased with how well sales have gone, and once the book can be sold at the railway station, at the village fete and other outlets sales will increase still further.

Cllr Goulding asked if the school wanted copies of the book. Cllr Hartley said the school would like to have 10 copies. Authorisation for the Village Council to purchase the books and donate them to the school will be included in the March agenda.

Cllr McManus wondered if it would be possible to sell copies of a 1979 publication – Oxenhope a Pennine Village. Cllr Eastwood agreed to work with Cllr McManus to sell this publication online.

32/21 Management of Village Council assets

Cllr Eastwood said the Village Council has increased the number of assets it manages, as well as helping in other areas, such as gritting. He said the funding allocated in the 2021/22 budget would pay for someone to work two hours a day and this could make a big difference to the village. Cllr Goulding agreed that the time was right to look into appointing a village warden.

Cllr McManus commented that the Village Warden in Haworth does a great job and is very helpful. He said an important part of the role is liaising with Bradford Council.

Cllr Allmond suggested one of the toilet blocks could potentially be re-purposed and used by a village warden.

Cllr Eastwood said the vacancy would need to be advertised. The Clerk will provide more information at the next meeting.

33/21 Fly Tipping

Cllr Eastwood said there had been further discussions with Bradford Council about the fly tipping project, but there wasn't much to report. In general there have been less cases in Oxenhope recently.

He reported he had been contacted by a resident who had made strong points in favour of not trying to close the layby on Heights Lane. The resident felt that any anti-social activity would just be moved elsewhere and that the layby was a well used local beauty spot.

Following a discussion, Village Councillors resolved that they would not currently support closing the layby.

34/21 Allotment Holders Open Forum Meeting

The minutes from the Allotment Holders' Open Forum meeting held on 20th January 2021 were noted.

35/21 Financial Matters

Resolved:

- a) To authorise the purchase of two grit spreaders with a total cost of £250 plus VAT.
- b) To authorise the quote for filling and maintaining the planters at a total cost for the year of £410.
- c) To authorise the purchase of two copies of Exploring Oxenhope at £10 each (one for School and one for the Village Council) and one copy of Oxenhope – The Making of a Pennine Community at £13 (for the Village Council). Total cost £33.00.
- d) To authorise the following accounts for payment: -

Payee	Cheque No. / Online	Amount	Description
Business Stream	Online	£107.50	Water for the allotments 14/08/20 to 19/11/20
Bradford Council	Online	£390.53	Sockets for 3 lampposts with Christmas motifs
Bradford Council	Online	£120.00	Supply, install and fill grit bin on Best Lane
Bradford Council	Online	£3,168.00	Staffing Costs at Youth Club

Signed.....

2077

			up to 05/06/20
Michelle Dawson	Online	£20.97	Postage – book sales
Glasdon	Online	£300.00	2 Grit spreaders

- e) The following payments previously authorised were noted: -
 Clerk's salary and home working allowance (01.02.21 – 28.02.21)
 Clerk's mobile phone (£11.29 per month direct debit)

- f) The following trial balance was noted:

Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)
	£	£		£
Expenditure				
Clerk's Salary (inc. Employer NI)	10,360	9,002	1,358	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	250	50	0
Stationery and Printing	500	489	11	11
Mobile Phone	160	94	66	48
Postages	50	13	37	37
Travel and Subsistence (Staff)	300	75	225	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	110	190	90
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	720
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 and other costs	0	3,566	-3,566	-3,616
Defibrillators	800	248	552	452
Skate Park	1,000	0	1,000	1,000

Signed.....

2078

Refurbishment of Leeming phone kiosk	500	0	500	500
Total Expenditure	40,860	24,944	15,916	10,037
				Year end Shortfall (-) / Surplus (+)
Income	Budget	Income to date		
Precept	35,910	35,910	0	0
Allotment Grant	300	307	7	7
Allotment rents	450	384	-66	14
Book Sales	0	2,199	2,199	2,199
VAT refund	4,200	4,287	87	87
Miscellaneous	0	1,179	1,179	1,179
Total Income	40,860	44,265	3,405	3,485
Surplus (+) / Deficit (-)				13,522

g) The following bank reconciliation was noted:

Bank Reconciliation

Balance per bank statements as at

02/02/21

Community Account £29,253.63
Business Savings Account £8,114.70

£37,368.33

Net balances:

£37,368.33

CASH BOOK

Opening Balance 1 April 2020 £19,995.69
Add: Receipts in the year £44,265.30
Less: Payments in the year (incl. VAT) -£26,892.66

Closing balance per cash book:

£37,368.33

36/20 Minor items and items for next agenda
None.

37/20 Date and time of next meeting

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

Meeting closed at 9.05 p.m.

Signed.....

2079

Page Numbering checked..... 10th March 2021