

**Minutes of Oxenhope Village Councillor Meeting held by remote access on  
Wednesday 9<sup>th</sup> June 2021 starting at 7.30 p.m.**

**Attendees:** Cllr Ken Eastwood (Chair)  
Cllr Michelle Dawson  
Cllr Helen Hartley  
Cllr Peter McManus  
Cllr Chris Pawson

Worth Valley Councillor Chris Herd  
Worth Valley Councillor Rebecca Poulsen  
No members of the public

**Clerk:** Janet Foster

**1. Apologies for Absence**

Apologies for absence have been received from Cllrs Allmond, Goulding and Pierce as well as Worth Valley Ward Cllr Brown, Ward Office Alice Bentley and Rev. Cat Thatcher.

**2. Public Question Time**

None

**3. Guest Speakers**

a) Worth Valley Ward Councillors

Cllr Poulsen said she had lots of calls about building work at the Vales. She said that enforcement are aware and are looking into it.

She reported that Bradford Council are looking at the possibility of getting a “big belly” bin for the park at Oxenhope. As the bin can compact rubbish, it can hold a much greater volume.

The litter pick, held the previous Saturday had been very successful. There was fine weather and a good turnout, with the children really enjoying it, though it was a shame to see the amount of litter collected. She thanked everyone who had been involved in organising it.

Cllr Eastwood thanked Cllrs Herd and Poulsen for taking part in the litter pick. He queried if it would be possible to have a “big belly” bin at the Heights Lane layby. However due both to the cost of this type of bin and to queries around ownership of the land (which Cllr Poulsen is following up with the Ward Officer), this is not currently possible.

Cllr Herd said he has spoken to the person in charge of the gas works, and hopefully the work would be finished by the end of the week.

He had had a meeting with Darren Hinchliffe, Rights of Way Officer at Bradford Council about 4x4 vehicles using areas around Bodkin Lane, Stones and Penistone. Darren is arranging for signage to be put up in these areas.

He has also met Danny Jackson, Countryside and Rights of Way Manager at Bradford Council. They are looking at using part of the Covid recovery fund to

resurface the area around Penistone, so hopefully people will park in the car park rather than on the road. Work is also being undertaken at Intake Farm.

Highways are working on the bad pothole at the top of Harry Lane. They have currently filled it and laid tarmac, but will be coming back to replace the setts.

He had also spoken to Highways about getting signs to say Wagon and Horses pub is open, as they have been very badly affected by the Hebden Bridge Road closures.

In relation to the drainage problems in the park, he has been in touch with the school and John Glover, Technical Officer at Bradford Council, who is responsible for resolving this issue. This needs sorting as it causes flooding in the school. The issue has been made worse by the chippings being put in the wrong end of the park. There is a need for composite surface in this area and not chippings, which will wash away, block the drains and is liable to cause further flooding.

The gully needs clearing out, but it is very overgrown and it is hard to find out where the water is coming from. It was suggested that Cllr Herd get in touch with a resident who uses water diviners to trace the flow of water.

A query was raised about the poor upkeep of the park and the large amount of grass cuttings being dumped. It was not clear where the cuttings had come from and who had put them there.

Cllr Herd reported that the Police Steerside operation had responded to a report about off road bikes being offloaded at Dog and Gun. They had found the vehicle involved, but unfortunately were not able to get the quad bikes.

Finally he said the bench, bought in memory of Clem Holmes will be installed in July. One of Clem's nephews has inherited the site and is looking at applying for planning permission to build a house on the plot.

#### **4. Actions proposed by Clerk:**

##### **a) Actions required in relation to Outstanding Issues report**

In terms of safeguarding training, information about online training will be circulated. Cllrs Dawson and Hartley reported they have annually updated safeguarding training as they work at the school.

The Clerk has received further information about the Community Asset Transfer (CAT) from Bradford Council and will follow this up. However the transfer does not look to be imminent

Cllr Eastwood is still exploring possible sites for the defibrillator in the Station Road area.

##### **b) Planning applications**

i) **21/02334/HOU** Alterations to existing bungalow including construction of extension and dormer windows at Moorfield, Black Moor Road, Oxenhope BD22 9SU.

Proposed response:  
Oxenhope Village Council has no objection to this planning application.

- ii) **21/02588/FUL** Replacement dwelling utilising the existing foundation and ground floor slab and to the same design as planning approval 20/03826/HOU at Brent Villa Upper Town Oxenhope BD22 9LL

Proposed response:  
Oxenhope Village Council has no objection to this planning application.

**5. Actions required following Safety Inspection reports**  
No actions are currently required.

**6. New correspondence received**

- a) Email from resident about Denholmegate Road.  
Cllrs said it was not clear what action the resident wanted in relation to queries raised. While it would be possible to ask the Police to undertake speed checks it would not be possible to stop cars using the route. Both ends of the road now have signs to say the road is not suitable for HGVs.
- b) Email from Cllr Poulsen about Playable Spaces Consultation for Local Parks. Cllr Poulsen said the Village Council could submit a response, as can individuals. Her main concern was to improve the surface under the play area.

Cllr Hartley said school had received an email asking about installing a skate park. Cllr Poulsen said parents would be welcome to comment. The website is:

<https://bradforddistrictparks.org/get-involved/playable-spaces-strategy-2/>

The email address to submit comments to is:

[parksandgreenspaces@bradford.gov.uk](mailto:parksandgreenspaces@bradford.gov.uk)

- c) Email from Cllr Poulsen about Mobile Home / Static Caravan Hebden Bridge Road.

It was reported that planning enforcement are aware. It was commented that this was clearly illegal development in the Green Belt. Cllr Herd said he is chasing up planning enforcement, but there was a possibility there might be delays due to queries over the registration of land ownership.

**7. Sculpture trail update from Cllr Hartley**

Cllr Hartley said it had been a bit of a roller coaster ride, but she is hopeful that KWVR will agree to have a sculpture.

The official opening will be on Saturday 24<sup>th</sup> July. She has invited Mr. David Pearson, Deputy Lord Lieutenant, to perform the opening ceremony, and will also be sending out official invites to all Village Councillors.

The map of the route is underway and each of the six sculptures will have a name.

She said that there had been concerns about the sculpture in the Rose Garden, but she said the sculptor wanted it to be an enhancement and to fit in well with the rest of the garden.

**8. Village warden update**

The Clerk stated that the closing date for applications for the Village Warden post was midday on 11<sup>th</sup> June. Six applications have been received so far. Interviews will take place week commencing 21<sup>st</sup> June.

**9. Litter pick update**

Cllr Eastwood reported there had been a very good turn out for the litter pick. Over 50 bags of litter were collected and about seven miles of roadway were litter picked.

Cllr Eastwood expressed the Village Council's thanks for everyone who took part, with special thanks to Sam Reeday, Cllr Dawson and Dave Boulder.

He said the logos of both Bradford Council, the Village Council and the "heart Oxenhope" logos all appeared on the information about the litter pick, emphasising working together to improve Oxenhope.

**10. Advisory Committees**

Cllr Allmond is sorting out a date for the Community Preparedness Advisory Committee.

**11. Financial commitments / information**

- a) Payment of £331 (plus VAT) for annual service of three defibrillators (£165.50 for first defibrillator and £82.75 each for further two defibrillators).
- b) Payment of £210 (plus VAT) plus delivery costs for replacement pads for three defibrillators.
- c) Payment of £585 (plus VAT) plus delivery costs for replacement batteries for three defibrillators.
- d) Prudential International Investment Bond valued at £22,365.09 at 31<sup>st</sup> March 2021.
- e) Estimated payment of £100 per sculpture to fix sculptures in place (total £600) and £100 for printing of 1,000 sculpture trail leaflets.

**12. Proposed payments**

Payee	Cheque No. / Online	Amount	Description
Michelle Dawson	Online	<b>£7.15</b>	Postage for book sales
Came and Company	Online	<b>£545.40</b>	Annual insurance

### 13. Trial Balance

Heading	Budget	Spend to date	Budget remaining currently	Total spend to date and commitments	Projected Year End Shortfall (-) / Surplus (+)
Expenditure	£	£		£	£
Clerk's Salary (inc. Employer NI)	10,706	2,134	8,572	12,134	-1,428
Village Warden	5,000	0	5,000	3,300	1,700
Village Warden (Equipment)	1,000	0	1,000	1,000	0
Clerk's home working allowance	300	50	250	300	0
Stationery and Printing	500	68	432	500	0
Mobile Phone	130	18	112	500	-370
Postages	20	0	20	20	0
Travel and Subsistence (Staff)	200	9	191	200	0
Internal and external audits	400	180	220	480	-80
Subscriptions	900	727	173	900	0
Room Hire	200	0	200	200	0
Insurance	550	0	550	550	0
Training	200	0	200	200	0
Marketing	100	0	100	100	0
Outreach	400	0	400	400	0
Christmas Lights	5,000	0	5,000	5,000	0
Maintenance of Marsh Common	200	0	200	200	0
Youth Club	4,800	0	4,800	4,800	0
Neighbourhood Development Plan	2,000	0	2,000	2,000	0
Website	800	0	800	800	0
Contingency Fund	500	100	400	500	0
Community Initiative Fund	10,000	263	9,737	10,000	0
Maintenance of Village Council Assets	3,000	0	3,000	3,000	0
Toilets - Community Asset Transfer	2,000	0	2,000	2,000	0
Sculpture Trail	1,500	0	1,500	2,700	-1,200
Allotments	500	0	500	500	0
Book - Publishing and other costs	0	0	0	200	-200
Defibrillators	500	135	365	1,261	-761
<b>Total Expenditure</b>	<b>51,406</b>	<b>3,684</b>	<b>47,722</b>	<b>53,745</b>	<b>-2,339</b>

	Budget	Income to date		Total Projected Income	Year end Shortfall (-) / Surplus (+)
<b>Income</b>					
Transfer to Reserves	12,781	0	-12,781	12,781	0
Precept	35,875	35,875	0	35,875	0
Council Support Grant	0	0	0	0	0
NDP Grant	0	0	0	0	0
Rose Garden	0	0	0	0	0
Allotment Grant	300	309	9	309	9
Allotment rents	450	0	-450	450	0
Book Sales	0	27	27	27	27
VAT refund	2,000	0	-2,000	2,896	896
Miscellaneous	0	20	20	20	20
<b>Total Income</b>	<b>51,406</b>	<b>36,231</b>	<b>-15,175</b>	<b>52,358</b>	<b>952</b>
<b>Surplus (+) / Deficit (-)</b>					<b>-1,388</b>

#### 14. Bank Reconciliation

Balance per bank statements as at 01/06/21

Community Account	£50,640.01	
Business Savings Account	£8,114.90	
		£58,754.91

Net balances:

**£58,754.91**

#### CASH BOOK

Opening Balance 1 April 2021	£26,305.10
Add: Receipts in the year	£36,230.66
Less: Payments in the year (incl. VAT)	-£3,780.85

Closing balance per cash book:

**£58,754.91**

#### 15. Minor items to be discussed

Cllr McManus said he has been contacted by Bradford Council to say the Neighbourhood Development Plan (NDP) needs to go on public display. As there is no library in Oxenhope, it will be displayed in Keighley library with information available online and an information notice will be put in the noticeboard.

#### 16. Date and time of next Councillor meeting

The next meeting of Councillors will be on Wednesday 14<sup>th</sup> July at 7.30 p.m.