

**Minutes of Oxenhope Village Councillor Meeting held by remote access
on
Wednesday 12th January 2022 starting at 7.30 p.m.**

Attendees: Cllr Ken Eastwood (Chair)
Cllr Robert Goulding (Vice Chair)
Cllr Kevin Allmond
Cllr Michelle Dawson
Cllr Helen Hartley
Cllr Chris Pawson
Cllr Nick Pierce

Worth Valley Councillor Chris Herd
Worth Valley Councillor Rebecca Poulsen
4 members of the public

Clerk: Janet Foster

1. Apologies for Absence

Apologies for absence have been received from Cllr Peter McManus as well as Worth Valley Cllr Brown, Rev. Cat Thatcher and Ward Office Alice Bentley.

2. Public Question Time

There were no questions from members of the public.

3. Guest Speakers

a) Worth Valley Ward Councillors

Cllr Herd said the tree in memory of Clem Holmes, purchased from donations received, needs to be delivered to Stones Top Farm. He agreed to give the address to the Clerk.

He said the Village Warden had been in touch with him about more loose cobbles at the top of Harry Lane. He will be contacting Highways, as they need a proper repair.

He reported that a good job has been made of repairing the roads at Penistone Hill and, although there have been some incidents of speeding, he was hopeful that most people will just appreciate the improved parking.

Due to increasing issues with fly tipping, he is getting more signs put up.

Cllr Herd reported that the Police Steerside Team would be undertaking increased patrols in the area, to tackle the problem of anti-social off road vehicles.

He said there have also been reports of attempted burglaries at farms in the area.

He reported that the Village Warden had been working hard clearing leaves and Cllr Herd said he would get in touch with Bradford Council to ensure the leaves were collected. It was too much work for the Warden to undertake on his own.

Cllr Eastwood thanked Cllr Herd for his report. Cllr Eastwood said there had been a report of unlawful activity at a farm which had generated unfortunate comments about individuals taking vigilante type actions. He expressed concern about people threatening to take the law into their own hands, although he understood the frustration.

Cllr Poulsen reported that a wall and street lamp by Lower Haley Farm had been hit by a car. The Council are working to repair both the wall and the street lamp.

She has taken the local MP to visit the Yorkshire Water treatment site to show him the issue with the building work. Yorkshire Water will be submitting a planning application and she stressed the importance of everyone responding to it and not just the residents adjoining the site. Cllr Eastwood reported he had been in touch with the residents to try to help them. He stressed this is a key walking route and the negative impact on visual amenity will affect many residents and visitors.

4. Actions proposed by Clerk:

i) Actions required in relation to Outstanding Issues report

The Clerk reported she is waiting for information from Bradford Council relating to items on the outstanding report. The Clerk was asked to let Cllr Poulsen have details of contact made about having a defibrillator on a lamppost.

ii) Planning applications

- a) **21/06075/HOU** The proposal includes a 2-storey side extension, entrance porch, new access lane off Upper Marsh Lane and off-road parking at New House Farm Cottage, Upper Marsh Lane, Oxenhope BD22 9RH.

Following a discussion between Councillor and residents attending the meeting around the need for increased security, no objections were made to the planning application.

Discussion then followed on the issue of potholes in Upper Marsh, outside New House Cottage. Cllr Poulsen agreed to report these on the Bradford Council website but pointed out that others can also use the website to report issues with potholes.

- b) **21/06154/HOU** Two storey side extension to form annexe and alterations to form additional parking at 4 Crossfield Close Oxenhope

BD22 9SE.

Proposed response: No objection to this planning application.

- c) **21/06095/FUL** New access track and vehicle hardstanding, using existing gateway at Well Head Farm, Hanging Gate Lane, Oxenhope BD22 9RJ.

Proposed response: No objection to this planning application.

- d) **21/06076/FUL** The proposal includes a lean-to timber clad agricultural building to provide machinery storage at land at New House Farm Cottage, 23 Upper Marsh Lane, Oxenhope.

Proposed response: No objection to this planning application.

- e) **21/06195/HOU** Rear single storey porch extension at The Croft, Station Road, Oxenhope BD22 9JJ.

Proposed response: No objection to this planning application.

- f) **21/06322/HOU** Proposed detached private garage at 14 Cross Lane, Oxenhope BD22 9LE.

Cllr Poulsen informed the meeting that there is a planning enforcement on this address but, following a short discussion, it was decided it did not relate to this planning application.

Proposed response: No objection to this planning application.

- g) **21/06153/HOU** Wooden fence (retrospective) at 28 Lower Town, Oxenhope BD22 9JQ.

Proposed response: No objection to this planning application.

- h) **21/06167/FUL** Demolition of existing commercial buildings and construction of single dwelling at land on West Shaw Lane Oxenhope.

A resident attending the meeting, who is the applicant for this planning application, provided a history of the site and background to the planning application.

Following discussion about using a brownfield site, trying to ensure the development fitted in with the village and providing another house in the village, the proposed response was that the planning application is supported.

5. **Safety Inspection Report**

Cllr Pawson reported the sixth sculpture is now in place. He also reported that planning permission has finally been obtained for the work on trees in the Horseshoe Dam area and the work is due to take place on 14th January.

6. Warden's Report

Noted. Cllr Goulding queried which path in Upper Marsh was blocked. The Clerk will ask the Warden to let Cllr Goulding know which path was blocked.

7. Electrical Vehicle (EV) Charging points

Cllr Goulding said with the move towards electric vehicles he was concerned about the number of houses in the village fronting onto the street which might have difficulty charging an electric vehicle.

Cllr Eastwood said this would be a good initiative which could both meet local needs and also provide a modest income stream for the Village Council.

Cllr Goulding has already talked to commercial providers. He suggested a starting point might be to talk to Keighley and Worth Valley Railway (KWVR) to see what their thoughts are on this.

It was mentioned that the Community Centre car park might also be a potential site.

The possibility of solar power chargers was mentioned as was a possible longer term move to hydrogen powered vehicles. As sales of new diesel and petrol vehicles will stop in 2030 it was felt the current demand would be for electrical charging points.

Cllrs Goulding and Eastwood agreed to look into this and also talk to the KWVR and then bring a proposal back to the Village Council.

8. Natural Burial Ground

The Clerk reported that the Council has now joined the Natural Death Centre as a provisional member. They have done a quick map search of the area, as burial grounds cannot be sited near water extraction sites. This only affects a couple of areas around Oxenhope.

Cllr Goulding said he was interested in this project and the challenge now will be to find a suitable site. Cllr Eastwood said that if the Village Council wanted to buy an area of land it could apply to the Public Loans Board for financial support.

Cllr Eastwood explained what a natural burial ground would involve. There would be no headstones. Some sites are woodlands. It is a more sustainable and natural solution, significantly better for the climate than cremation.

He said the nearest natural burial ground is near Skipton. He said the Village Council could consider taking this on as a project. Cllr Goulding said it would be a good use of marginal land. It could create a woodland and could also be an income stream for the Council,

though the main aim would be to provide an affordable service for the village.

Cllr Herd suggested it might be possible to use Bradford Council land. It was also suggested approaching Yorkshire Water as they are major landowners in the area.

A resident attending the meeting was very supportive of the idea of creating a natural burial ground and said they knew a funeral director who would be very willing to assist.

It was pointed out that many existing traditional graveyards are very untidy.

It was agreed that Cllr Goulding will take the lead on this project. He will contact the Natural Death Centre and start the process of looking for suitable sites.

9. Climate Change Advisory Committee Meeting

The Climate Change Advisory Committee will have its first meeting by Zoom on Wednesday 26th January starting at 7.00 p.m.

The Clerk was asked to draw up an agenda and invite two residents who have expressed an interest in this area.

A Climate Emergency webinar by Simon Bowens from Friends of the Earth (FoE) will take place on Friday, 14 January 2022 10.00am to 11.30am. Attendance at this webinar will cost of £22.50 per delegate.

If anyone wants to attend, they were asked to let the Clerk know.

10. Financial Matters

- a) The Youth Club is currently projecting an underspend of £1,200 in 2021/22 due to running 10 less sessions than budgeted and has requested an increase in the 2022/23 budget from £4,800 to £5,200 (an increase of £10 per session from £120 to £130). This was agreed.
- b) A £300 advance was made to Cllr Dawson to cover expenditure for the Christmas light switch on. Actual expenditure was £255.82 and £33.18 is to be repaid to the Village Council bank account.
- c) The direct debits listed below which are currently charged to the Clerk's personal account will to be transferred to the Unity Trust account at such time as the new account is confirmed to be fully operational:

Direct Debits paid from Clerk's Personal Account to be paid out of Unity Trust Account	
Payee	Amount per month
HP Instant Ink	£9.99
Livedrive Internet Ltd.	£6.99
Three (Warden's phone contract)	£8.00

d) Proposed payments (with three amendments from the agenda):-

Payee	Cheque No. / Online	Amount	Description
Steve Thorpe and Son Gardening Ltd.	Online	£204.00 £144.00 £348.00	Work on planters Grass cutting October 2021 Total
Sign and Design	Online	£100.80	Stickers for planters and grit bins
HMRC	Online	£1,087.31	Q3 PAYE and Employer's NI
Janet Foster	Online	£222.47 £46.35 £268.82	Expenses (01/10/21 - 07/01/22) Mileage (01/10/21 – 31/12/21) Total
Ken Eastwood	Online	£10.44	Part for Rose Garden consumer unit
Michelle Dawson	Online	£7.70	Postage Reg Hindley's book. Updated to include the cost for posting two books
Mark Whitaker	Online	£9.36	Yard Brush
City of Bradford MDC	Online	£0	Invoice cancelled
C.P.C. Electrical	Online	£140.00	Electrical work on Rose Garden

11. Trial Balance

Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)
	£	£		£
Expenditure				
Clerk's Salary (inc. Employer NI)	10,706	9,125	1,581	-1,526
Village Warden	5,000	2,242	2,758	1,231
Village Warden (Equipment)	1,000	230	770	0
Clerk's home working allowance	300	225	75	0
Stationery and Printing	500	165	335	0
Mobile Phone	130	757	-627	-686
Postages	20	304	-284	-294
Travel and Subsistence (Staff)	200	51	149	99
Internal and external audits	400	380	20	20
Subscriptions	900	871	29	29
Room Hire	200	131	69	-11
Insurance	550	545	5	5
Training	200	0	200	0
Marketing	100	0	100	0
Outreach	400	0	400	275
Christmas Lights	5,000	4,137	863	263
Maintenance of Marsh Common	200	30	170	0
Youth Club	4,800	0	4,800	1,200
Neighbourhood Development Plan	2,000	0	2,000	2,000
Website	800	499	301	0
Contingency Fund	500	100	400	0
Community Initiative Fund	10,000	808	9,192	9,192
Maintenance of Village Council Assets	3,000	1,244	1,756	1,756
Toilets - Community Asset Transfer	2,000	0	2,000	2,000
Sculpture Trail	1,500	2,594	-1,094	-2,480
Allotments	500	219	281	281
Book - Publishing and other costs	0	7	-7	-57
Defibrillators	500	875	-375	-375
Climate Action Fund Expenditure	0	0	0	-3,050
Total Expenditure	51,406	25,541	25,865	9,871

Income	Budget	Income to date		Year end Shortfall (-) / Surplus (+)
Transfer from Reserves	12,781	0	-12,781	0
Precept	35,875	35,875	0	0
Allotment Grant	300	309	9	9
Allotment rents	450	70	-380	44
Book Sales	0	200	200	200
VAT refund	2,000	2,896	896	896
Climate Action Fund Grant	0	3,050	3,050	3,050
CIL Income	0	540	540	540
Miscellaneous	0	199	199	199
Grant Bradford Council - Christmas lights	0	4,000	0	4,000
Total Income	51,406	47,139	-4,267	8,938
Surplus (+) / Deficit (-)				18,808

12. Bank Reconciliation

Bank Reconciliation

Balance per bank statements as at

04/01/22

Community Account

£45,807.28

Business Savings Account

£0.00

£45,807.28

Net balances:

£45,807.28

CASH BOOK

Opening Balance 1 April 2021

£26,305.10

Add: Receipts in the year

£47,138.62

Less: Payments in the year (incl. VAT)

-£27,636.44

Closing balance per cash book:

£45,807.28

13. Minor items and items for next agenda

The Clerk had a number of minor items.

The Clerk has received information about the Area Panel's Sports Community Chest grant application. This is targeted at young people aged 16-25. If Councillors know of a sports club that might be interested in applying, please let the Clerk know.

John Bullivant has been in touch to say there has been a delay in the roll out of the wireless broadband. He will keep the Council updated on progress.

The Clerk has received an email asking if the Council want to use the Summer Play in Parks offer. Councillors decided that they would like the Clerk to book three sessions, but to try and ensure the sessions did not clash with events planned by the Community Centre.

The Clerk asked about lights in the Rose Garden. It was agreed that they will be kept on until the end of January.

The Clerk said there is an online petition organised by Change.org to ask that Councils be allowed to have online meetings if they wanted to do so.

An email has been received from the Football Club asking for funding. This will be included on the agenda for the February meeting.

The Clerk said she has been in contact with another nursery to organise a rowan tree in memory of Clem Holmes.

Cllr Goulding said there is a basic bench in Mould Grieve consisting of two stones with a plank of wood across. The wood is completely rotten. It was unclear who is responsible for the bench but Cllr Goulding offered to buy a plank of wood and repair the bench. A cost of up to £50 was agreed.

Cllr Dawson reported that the Co-op is still selling Reg Hindley's book but only a few copies were sold over the Christmas period. Cllr Goulding said it needs promoting at the Village fete. It was also suggested that it could be sold at local pubs.

14. Date and time of next meeting

The next meeting will be held on **Tuesday 8th February 2022** starting at 7.30 p.m. It will be decided nearer the time if the meeting is held in the Methodist Church or on Zoom.

The meeting closed at 8.50 p.m.