

**Minutes of Oxenhope Village Councillor Meeting held by remote access  
on  
Tuesday 8<sup>th</sup> February 2022 starting at 7.30 p.m.**

**Attendees:** Cllr Ken Eastwood (Chair)  
Cllr Kevin Allmond  
Cllr Michelle Dawson  
Cllr Peter McManus  
Cllr Chris Pawson  
Cllr Nick Pierce

Worth Valley Councillor Russell Brown  
Worth Valley Councillor Chris Herd  
Alice Jones, Head Teacher Oxenhope CofE School  
Mark Whitaker, Village Warden  
2 members of the public

**Clerk:** Janet Foster

**1. Apologies for Absence**

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

**2. Public Question Time**

A member of the public talked to Village Councillors about Bradford Council's decision to refuse planning permission for planning application 21/01571/FUL, for one dwelling on land at Back Leeming. A tree planting order is due to be served on the site. The resident asked that once the trees have been planted a request should be made by the Village Council to Bradford Council for tree preservation orders on the trees. There was general agreement to this request.

**3. Guest Speakers**

**a) Worth Valley Ward Councillors**

Cllr Herd reported on the recent successful Operation Steerside, in which the Police had found three stolen cars and two quad bikes in Oxenhope. He said a clear message had been sent out about illegal off road activity. He hoped that similar operations could be undertaken in the future.

He said it would be useful if it were possible to find areas for off road activities, though he was aware that the areas would need to be managed.

Cllr Eastwood thanked Cllr Herd for pushing for a Steerside operation in the area. He was pleased that the anti-social activity was being tackled. He mentioned that Robbie Moore MP had had a lot of negative responses on Facebook after posting about the Steerside operation.

Cllr Brown said he had talked to the Police on motorbikes who said, that as they did not have blue lights, they cannot chase the off road bikes. He also asked about the use of drones but was told they could not yet be used in this area. Cllr Brown had attended the budget setting meeting for West Yorkshire Police. He had agreed to the precept increase, but asked about getting bigger motorbikes, with blue lights and also drones to use in the area.

Cllr Herd reported that two trees have been purchased from the donations made in memory of Clem Holmes. He had approached the family to ask about the £56 remaining. The family has asked that this be donated to the Yorkshire Air Ambulance. Cllr Herd and Clem Holmes' sister will plant the trees. Village Councillors will be invited to attend the tree planting event. He reported that the family were very happy with the bench. Cllr Dawson suggested sending a photo of the tree planting to Keighley News and also putting it on Facebook.

Cllr Herd said that two car parking spaces in the Community Centre car park were not useable due to being overgrown with vegetation. He was hoping that he would be able to use the environmental task force to tackle the problem.

As regards Harry Lane, he reported the holes had been filled with tarmac. He said it would be nicer if the setts could be re-laid. Cllr Eastwood said the Village Council had been contacted by a resident asking for the setts to be replaced. He said the setts were a distinctive feature and would like Cllr Herd to push for them to be re-laid. Cllr Herd agreed to contact Bradford Council's Highways department.

b) **Alice Jones, Headteacher**

Alice Jones started by saying there had recently been a big Covid spike at the school and they had been in bubbles for the last three weeks. However, they seem to now be coming out of the spike and the aim is to get back to normal and pick up on lost learning.

She thanked Cllr Poulsen for pushing for the work on the resurfacing of the playground in the park, which hopefully will stop any future flooding at the school.

She reported there had been a small spate of damage, which is hopefully dying down. The CCTV at the school has been revamped. The school is also planning to fence in the nature area, which has got a bit overgrown on the Community Centre side. There are plans for a Year 6 community garden. There will also be trees planted for the Queen's Platinum Jubilee.

There have been issues with parking round school, especially on Cross Lane and also on West Drive, with complaints being made by residents. She has met with the PCSO and the school have asked parents to park considerately. The school will continue to monitor the situation.

They are looking to see if parents can use the KVWR station car park, though this will mean a bit of walking. In the past, parents have not been keen on the extra walk. Some cars park by the fish and chip shop blocking the road and forcing vehicles to pull out on a blind corner. If there are any more suggestions or ideas to help the situation the school would be pleased to hear them.

Cllr Herd queried about using the Community Centre car park, but the issue is that the drop off times for the pre-school are the same as for the school.

The School is also looking into the possibility of a crossing patrol on Hebden Bridge Road, which may help the situation. However the cost of this would have to come out of the school budget. A member of the public said they would be willing to help either with the crossing patrol or the walking bus from the station car park.

Cllr Herd asked about the trees the school is ordering and offered to provide contact details at Bradford Council. He also said there was water leaking at the top of the nature area, possibly caused by a tree root blocking a drain. Cllr Dawson said she would look to see where the water issue is when she takes classes up to the nature area.

c) **Presentation on outdoor swimming area proposal**

Caroline Kindy gave a presentation to the meeting about proposals to develop the filter beds at the disused Thornton Moor treatment works as an outdoor public swimming pool.

She outlined the benefits of outdoor swimming and the idea of developing a sustainable eco-tourism destination. She has obtained funding from Bradford Council for a feasibility study. She also outlined the amount of funding that would be necessary for the project, which would amount to at least five million pounds.

There was support from Councillors for the ideas outlined and Caroline was asked to come back to the meeting once the feasibility study has been completed, to update Councillors on the project.

5. **Actions proposed by Clerk:**

i) **Actions required in relation to Outstanding Issues report**

The Clerk reported she has emailed Bradford Council to ask for an update on the Community Asset Transfer of the toilet blocks. To date no update had been received.

She has also provided Bradford Council with information about having the defibrillator on a lamppost but is still waiting to hear if the Council will agree to this.

Cllr Eastwood said he has been informed that a quote for the work on the Rose Garden steps will be available in the near future.

Cllr Herd asked about the community payback team doing work in the Rose Garden. Cllr Eastwood said this had not really worked last time. The Warden suggested litter picking on Fly Flatts and the path by the bamboo.

The issue is the team require access to toilets and it would not be possible to use the Community Centre during the time pre-school play group use it. The Warden agreed to contact Cllr Herd to discuss possible options.

**ii) Planning applications**

- a) **22/00218/HOU** Proposed porch extension, garden room, driveway alterations and roof windows at Far Stones Cottage, Far Stones Farm, Stone Lane Oxenhope BD22 9QP.

Oxenhope Village Council raises no objection to this planning application.

- b) **22/00259/HOU** Proposed first floor balcony to front of property at Stone Lane Oxenhope BD22 9QP.

Oxenhope Village Council raises no objection to this planning application.

- c) **22/00318/FUL** Installation of 2.4M high green metal fence around part of the school's nature area at Oxenhope CE Primary School Cross Lane Oxenhope BD22 9LH.

Oxenhope Village Council supports this planning application.

**6. Safety Inspection Report**

The trees on the Horseshoe Dam have now been cut back. The tree on land on Mallard View owned by the Village Council is in need of cutting back. The Warden agreed to get a quote for the work.

**7. Warden's Report**

Noted

**8. Correspondence**

- a. Report from Community Centre with request for financial support. Cllr Pawson provided further information on the financial situation of the Community Centre. Although the pre-school was once again using the centre and some classes have restarted, the level of use is still lower than before the pandemic and this having a financial impact.

The requested funding of £600 was agreed.

- b. Email from Oxenhope Junior AFC with request for financial support. Councillors asked the Clerk to send a grant application form to provide further information about how the requested funding would be used.

- c. Email from Bradford Council about Statutory Consultation on Bingley Grammar School. Noted.
- d. Email from resident suggesting working party to help clear Horseshoe Dam. Noted. Cllr Eastwood has started to get a list of volunteers who would be willing to be contacted about one off and ongoing volunteer opportunities.
- e. Email from resident about Yate Lane. This was noted but Councillors felt there was little that could be done about the parking situation.
- f. Email from Cllr McManus about meeting with Yorkshire Water at Sewage Treatment works.

Cllr McManus reported he had attended a meeting between Yorkshire Water and residents at Ives Bottom about the work at the water treatment site. He said it was a good meeting and the residents felt positive about the responses given. Yorkshire Water were much more open minded and took on board the comments from residents.

**9. Neighbourhood Development Plan (NDP) Update**

Cllr McManus reported that the NDP had passed the Examiner's report stage with only minor changes to wording to ensure the NDP complies with updated legislation. The intention is that the NDP will go before the Executive Committee of Bradford Council for approval on 1<sup>st</sup> March. Cllr McManus stated he is intending to attend the meeting.

Cllr McManus finished by saying that at the March Village Council meeting he hopes to be able to confirm the approval of NDP. It will then go forward to referendum at the May local elections.

**10. Queen's Platinum Jubilee**

Cllr Brown reported that a grant is available from the Arts Council for making artifacts, videos and other items in connection with the Jubilee.

Cllr Eastwood reported that Cllr Goulding was in the process of organising a beacon.

**11. Minutes from the Allotment Holders' Annual Meeting**

Cllr Allmond said it was a good meeting. The only issue raised was the moss on the access road. The Warden is looking at how to clear it. This was mentioned as another possible project for the Community Payback team.

**12. Minutes from the Climate Change Advisory Committee Meeting**

Cllr Eastwood said a keen local resident had produced a document for the Climate Change Advisory Committee meeting with both small and large initiatives. The aim is to start with small projects and also hold a public meeting in March.

### 13. Financial Matters

- a) An order for a brush cutter had been placed with FR Jones. Having been told the brush cutter would not be available until May at the earliest, an alternative brush cutter has been purchased from Robertshaws at a cost of £440 plus VAT. This is within the amount authorised at the Village Council meeting on 13<sup>th</sup> October 2021.
- b) Unity Bank has stated that the bank transfer can be undertaken automatically. It has been agreed that the transfer should take place on Monday 7<sup>th</sup> February. The Clerk has contacted the bank as the switch had not taken place. The switch will now take place on 9<sup>th</sup> February. The cheque for £500 required to open the account has not been cashed. Written confirmation has been obtained that the cheque will not be cashed.
- b) Proposed payments:-

<b>Payee</b>	<b>Cheque No. / Online</b>	<b>Amount</b>	<b>Description</b>
C.P.C. Electrical	Online	<b>£140.00</b>	Electrical work in the Rose Garden
Michelle Dawson	Online	<b>£3.85</b>	Postage 08/01/22
Keighley Tree Services Ltd.	Online	<b>£480.00</b>	Tree work and survey Horseshoe Dam
Mr. T. Haigh	Online	<b>£350.00</b>	Installation of sculpture at railway station
Craven College	Online	<b>£225.00</b>	Brushcutter course for Village Warden
Oxenhope P.C.C.	Online	<b>£125.00</b>	Outreach magazine Christmas 2021

#### 14. Trial Balance

Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)
Expenditure	£	£	£	£
Clerk's Salary (inc. Employer NI)	10,706	10,682	24	-1,526
Village Warden	5,000	2,956	2,044	1,230
Village Warden (Equipment)	1,000	238	762	-8
Clerk's home working allowance	300	250	50	0
Stationery and Printing	500	207	293	293
Mobile Phone	130	785	-655	-680
Postages	20	305	-285	-285
Travel and Subsistence (Staff)	200	98	102	102
Internal and external audits	400	380	20	20
Subscriptions	900	871	29	29
Room Hire	200	131	69	49
Insurance	550	545	5	5
Training	200	0	200	0
Marketing	100	0	100	100
Outreach	400	0	400	275
Christmas Lights	5,000	4,137	863	363
Maintenance of Marsh Common	200	30	170	70
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	125	375	-25
Community Initiative Fund	10,000	918	9,082	9,082
Maintenance of Village Council Assets	3,000	1,636	1,364	1,364
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	11	-11	-61
Defibrillators	500	875	-375	-375
Climate Action Fund Expenditure	0	0	0	-3,050
<b>Total Expenditure</b>	<b>51,406</b>	<b>28,494</b>	<b>22,912</b>	<b>9,971</b>

<b>Income</b>	<b>Budget</b>	<b>Income to date</b>		<b>Year end Shortfall (-) / Surplus (+)</b>
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	434	-16	44
Book Sales	0	286	286	286
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
<b>Total Income</b>	<b>51,406</b>	<b>47,588</b>	<b>-3,818</b>	<b>9,023</b>
<b>Surplus (+) / Deficit (-)</b>				<b>18,995</b>

#### 15. Bank Reconciliation

Balance per bank statements as at

01/02/22

Community Account	£43,210.17	
Business Savings Account	£0.00	
		£43,210.17

Net balances:

**£43,210.17**

#### CASH BOOK

Opening Balance 1 April 2021	£26,305.10	
Add: Receipts in the year	£47,588.47	
Less: Payments in the year (incl. VAT)	-£30,683.40	
Closing balance per cash book:		<b>£43,210.17</b>

#### 16. Minor items and items for next agenda

Cllr Dawson expressed concern about the trees opposite the school, especially in high winds. Contact details have been provided to Cllr Hartley so the relevant authorities can be informed.

Cllr McManus informed the meeting of the requirement to provide ecological assessment reports to the biodiversity officer at Bradford Council. This is a new requirement and adds considerably to the cost of developing a site. The assessment is a five-page document



and proof is needed of a net gain for ecological diversity. Cllr McManus expressed his opinion that this will cause chaos for future planning applications, especially when developing green or rural sites.

Cllr Eastwood talked about the rise in fuel costs, cost of living and the increase in National Insurance contributions, which are estimated to leave each household significantly worse off in the year ahead. Rev. Thatcher has been in touch with him to discuss how help and guidance can be provided to those in the village who might struggle with these cost increases. He requested that this be included on the March agenda for further discussion. Cllr Pawson said he could be of assistance with information about sources of advice and support.

**17. Date and time of next meeting**

The next meeting will be held on Wednesday 9<sup>th</sup> March 2022 starting at 7.30 p.m.