



OXENHOPE VILLAGE COUNCIL

PO Box 883
Halifax
HX1 9TZ

Signed: *Janet Foster* 9th December 2022
Clerk to the Village Council
07972 717058
clerk@oxenhopevillagecouncil.gov.uk

You are summoned to attend the monthly meeting of Oxenhope Village Council to be held at 7.30 p.m. on Wednesday 14th December 2022 at the Methodist Church, West Drive, Oxenhope BD22 9LJ

AGENDA

154/22 To receive apologies for absence given in advance of the meeting
To note any apologies offered.

155/22 To consider the approval of reasons given for absence
To consider approval of absence.

156/22 Disclosures of Interest
To receive disclosures of pecuniary and other interests from members on matters to be considered at the meeting.

157/22 Applications for a Dispensation
To grant, or otherwise, the applications for dispensation as received by the Clerk.

158/22 Minutes of Meetings (previously circulated to Members)
a) To confirm the minutes of Oxenhope Village Council's monthly meeting held on 9th November 2022 as a true and correct record.
b) To discuss any matters arising from the minutes.
c) To receive information on the December Outstanding Issues Report (Appendix 1) and decide further action where necessary.

159/22 Public Question Time
To welcome members of the public and to receive their representations.

160/22 Guest Speakers
a) Worth Valley Ward Councillors
b) Ann Ogden, Calder Valley Search and Rescue Team
c) Other guest speakers

161/22 Planning Applications
To consider and decide upon the following planning applications:

- a) **22/04060/FUL** To excavate and construct a storage lagoon for cattle slurry produced and to be utilised solely on Old Oxenhope Farm at Old Oxenhope Farm, Old Oxenhope Lane, Oxenhope BD22 9RL.
- b) **22/05008/FUL** Single storey extension to the Clubhouse at Oxenhope Cricket Club, Hebden Bridge Road, Oxenhope BD22 9LY.

- c) **22/06098/HOU** Two storey extension to the rear and single storey side extension at Well Head Farm, Hanging Gate Lane, Oxenhope BD22 9RJ.

162/22 Safety Inspection Reports (Appendix 2)

To note the reports for Horseshoe Dam and Marsh Common

163/22 Warden's Report (Appendix 3)

To note the Warden's Report.

164/22 Correspondence (Appendix 4)

To consider and decide upon the following new correspondence:

- a) Email from Bradford Council about consultation on policy framework guiding development in towns and cities.
- b) Email from John Barker, Neighbourhood Policing Team Inspector with an update on Policing matters.
- c) Email from resident about access issues in the village.
- d) Email from Benjamin Whitehead, Fostering Team Manager, Bradford Council about fostering.
- e) Email from resident about blocked drains on Shaw Lane.
- f) Email from resident about power cuts and water supply issues.

165/22 Christmas Lights Switch On

To receive a verbal report from Cllr Dawson about the Christmas lights switch on which took place on Friday 25th November in the Rose Garden.

166/22 Dates of Meetings in 2023 (Appendix 5)

To approve the dates of meetings in 2023.

167/22 Allotments

To note that the Annual Allotment holders's meeting will take place on Wednesday 11th January 2023 in the Methodist Church on West Drive, starting at 6.45 p.m.

To authorise, or otherwise, allotment rents to remain unchanged in 2024 (12 months notice required for any change in allotment rents). Current rents are shown in Appendix 6.

168/22 Climate Change (Standing agenda item)

To note that the Climate Action Group are looking at establishing a fruit and vegetable area in the Rose Garden.

To decide whether or not to sign the Yorkshire and Humber Climate Action Pledge (Appendix 7).

169/22 Financial Matters

- a) To note that the payment of employer and employee pension contributions will take place by 19th of each month following the month to which contributions relate.
- b) To authorise, or otherwise, the appointment of Town Parish Audit to undertake the internal audit of the 2022/23 accounts at a cost of £200.
- c) To authorise, or otherwise, the following accounts for payment:

Payee	Payment method	Amount	Description
Steve Thorpe and Son Gardening Ltd.	Online	£144.00	Grass cutting October 2022
Mark Whitakter	Online	£354.00 £21.70 £376.70	Expenses – Leaf blower Mileage (01/06/22 – 30/11/22) Total
Michelle Dawson	Online	£99.68	Expenses – Christmas light switch on event
Society of Local Council Clerks (SLCC)	Online	£177.00	Annual membership of SLCC
Christmas Plus Ltd.	Online	£1,392.00	Installation, dismantle and storage of 8 motifs
Flood Protection Services	Online	£625.20	Purchase of Flood Protection kit Number 2
Ian Mitchell	Online	£720.00	Excavation work at Marsh Common
Oxenhope PCC	Online	£125.00	Outreach Christmas edition

169/22 Trial Balance

Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)	Notes
Expenditure	£	£		£	
Salaries	19,800	14,054	5,746	-1,417	1
Village Warden (Equipment)	1,000	333	667	-133	
Clerk's home working allowance	300	200	100	0	
Stationery and Printing	500	169	331	231	
Mobile Phone	200	96	104	40	
Postages	320	361	-41	-41	
Travel and Subsistence (Staff)	200	80	120	70	
Travel and Subsistence (Councillors)	0	0	0	0	
Internal and external audits	500	385	115	115	
Subscriptions	950	737	213	36	
Room Hire	260	245	15	-85	
Insurance	545	545	0	0	
Training	400	0	400	300	
Marketing	500	0	500	500	
Outreach	400	125	275	150	
Christmas Lights	5,000	0	5,000	3,240	2
Youth Club	4,800	3,000	1,800	-2,600	3
Neighbourhood Development Plan	500	118	382	382	
Website	900	499	401	401	
Contingency Fund	500	327	173	0	
Community Initiative Fund	1,000	1,122	-122	-122	
Maintenance of Village Council Assets	15,000	5,504	9,496	8,496	4
Toilets - Community Asset Transfer	5,000	0	5,000	4,500	5
Sculpture Trail	1,000	920	80	-120	
Allotments	500	346	154	0	
Book - Publishing and other costs	100	8	92	0	
Bank Charges	0	36	-36	-72	
Defibrillators	500	2,386	-1,886	-2,386	6
Summer Play Scheme	3,600	1,800	1,800	1,800	7
Section 137 Expenditure	0	0	0	0	

Millennium Green	0	2,000	-2,000	-2,000	8
Climate Action Fund Expenditure	0	0	0	0	
Refurbishment of Leeming phone kiosk	500	0	500	0	
Total Expenditure	64,775	35,396	29,379	11,285	
Income	Budget	Income to date		Year end Shortfall (-) / Surplus (+)	
Reduction In reserves	25,570	0	-25,570	0	
Precept	36,645	36,645	0	0	
Allotment Grant	310	313	3	3	
Allotment rents	450	0	-450	0	
Book Sales	0	130	130	130	
VAT refund	1,800	2,538	738	738	
Total Income	64,775	39,627	-25,148	872	
Surplus (+) / Deficit (-)				12,157	

Notes:

1. Increased salary costs due to national pay award being higher than budgeted and pension contributions.
2. Saving on Christmas light expenditure as no new motifs have been purchased.
3. Potential "overspend" depending on timing of invoices relating to Youth Club.
4. Savings due to no spend on shelter at Marsh Common.
5. Likely to be an underspend as Community Asset Transfer still not agreed.
6. Additional expenditure to install "dummy" lamppost and new cabinet.
7. Budget for was six sessions but only three sessions booked.
8. Expenditure agreed after budget was set.

170/22 Bank Reconciliation

Balance per bank statements as at

02/12/22

Unity Trust - Current Account £38,821.21
Unity Trust - Instant Access Account £0.00

£38,821.21

Net balances:

£38,821.21

CASH BOOK

Opening Balance 1 April 2022	£37,054.46	
Add: Receipts in the year	£39,626.92	
Less: Payments in the year (incl. VAT)	-£37,860.17	_____
Closing balance per cash book:		£38,821.21

171/22 Budget for 2023/24

To review the draft budget (Appendix 8) and decide on the level of precept in 2023/24 once the budget has been agreed.

172/22 Minor items and items for next agenda

To discuss minor items and to note items for the next agenda.

173/22 Date and time of next meeting

The next meeting will be held in the Methodist Church on West Drive on Wednesday 11th January 2023 starting at 7.30 p.m.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME

Appendix 1 – December 2022 outstanding issues report

Subject	Issues	Responsibility	Date last actioned	Outcome/ Notes/further action required
Toilet buildings on Recreation Ground	To investigate possibility of a Community Asset Transfer (CAT)	Clerk	09/11/22	Informed Bradford Council looking at disposal route. Awaiting further update around consultation and potential loss of public space issues.
Defibrillator	Defibrillator for Station Road area	Chair, Clerk and Warden	December 2022	Dummy lamppost installed and supplies received. Electrician will install early in 2023.
Fencing	External fencing at Marsh Common	Cllr Goulding	October 2022	Proposal to address various issues at Marsh Common discussed. Financial authorisation agreed 08/06/22. New gate installed October 2022.
West Shaw Lane	Request to review and reduce the speed limit	Clerk	October 2022	Cllr Herd has met with Bradford Highways. Proposed speed reduction to be discussed at Keighley Area Committee.
Electric vehicles	Installation of charging points	Cllrs Eastwood and Goulding	12/01/22	Proposal to be brought to a future meeting.
Natural burial ground	To investigate the possibility of establishing a natural burial ground	Cllr Goulding	12/01/22	Cllr Goulding to contact the Natural Death Centre to obtain further information.
Cemetery at junction of Denholme Road and Jew Lane	Concern about maintenance and safety	Cllrs Eastwood and Clerk	23/07/22	Contacted by Methodist Circuit Steward to say work due to start in summer 2022.
Community Preparedness	Leaflet to be drawn up	Cllrs Allmond and Harvie	09/11/22	

Appendix 2 – Safety Inspection Reports

Horseshoe Dam Area and Sculpture Trail Safety Inspection Report

Name: Chris Pawson

Date: 23/11/2022

	Yes / No	Comment if necessary
Are the walls and fencing surrounding the Horseshoe Dam in good condition?	Yes	
Are the trees around the Dam causing any concern (e.g. overhanging the road, dead branches needing removing)	No	
Does any vegetation around the Dam area that needs removing and/or cutting well back?	No	
Is the dam (by the road) in good condition?	Yes	
Any sign of Japanese knotweed by the stream or surrounding areas?	No	
Any debris in the stream or Horseshoe Dam area?	No	
Is the footpath up to Mallard View in good condition?	Yes	The path itself is in reasonable condition however the some of the wooden edging has been pushed flat which has caused the edge of the path to crumble.
Are there any concerns about vegetation on / alongside the footpath?	No	
Any defects which may cause personal injury?	No	
Any dog fouling visible on or within close proximity of footpath?	No	
Any concerns about vegetation in small areas of land around Mallard View owned by the Village Council?	No	
Any concerns about the playground, that need reporting to Bradford Council?	No	
Does the supporting wall for the playground look in good condition?	Yes	
Are all 6 sculptures on the Sculpture Trail in good condition?	No	Sculpture in Horseshoe Dam has been repositioned, but in need of repair.

I certify that I inspected the Horseshoe Dam area on the above date when the only defects observed were those recorded above.

Inspector's Signature

Chris Pawson

OXENHOPE VILLAGE COUNCIL

Marsh Common Safety Monthly Inspection Report

Name: Robert Goulding

Date 6.12.22

Weather mild

Time 4.30pm

	Yes / No	Comment if necessary
Culvert, beck & ditches – Monthly Basis (unless substantial rainfall or a prolonged period of rain)		
Water free flowing?		No water
Free of debris?	y	
Any defects in footpath e.g. pot holes, glass etc?	n	
Any unauthorised vehicular use e.g. off road motor bikes etc?	n	
Any dog fouling visible on or within close proximity of footpath?	n	
Any defects in the seating which may cause personal injury?	n	
Is the seating adequately secured to the ground?	y	
Does the kissing gate working as it should?	y	
Are the padlock and chain on the field gate intact?	y	
Is the padlock on the palisade fencing gate in full working order?	y	
Any vegetation need removing and/or cutting well back?	n	
Any overhanging branches need removing?	n	
Any defects in the fencing or boundary walls?	y	As usual

I certify that I inspected Marsh Common on the above date when the only defects observed were those recorded above.

Inspector's Signature *R Goulding*

Appendix 3 – Village Warden Report

I have undertaken the following tasks in November:

- Check and record the status of the 4 AED's under OVC care.
- Defibrillator Lowertown area, awaiting completion of electrical installation for cabinet heater. Taken delivery of all items and ready to install cabinet hopefully before January meeting.
- Litter picked Recreation ground Inc. play area, Heights Lane, cat steps and Station Road. I would like to thank the residents who build litter picking into their weekend walks, thank you for making a difference.
- Horseshoe dam: Japanese Knotweed treated twice by Ian Butterfield of YORgreencic who received funding from the Environment Agency to eradicate invasive species from the River Worth and its tributaries.
- Marsh Common: Limestone laid in area around new gate to improve ground surface and prevent puddling with Cllr Goulding. Gratitude to a resident of Marsh for helping with the new access gate. The Japanese Knotweed on Marsh Common has not been treated this year; however, I have arranged a site visit by Ian Butterfield (YORgreencic) who will treat the Knotweed next autumn. There may be a cost to OVC depending on funding etc
- Rose Garden: Tidied area and cleared leaves around Rose Garden in preparation for Xmas light switch on. Met with Steve Thorpe to discuss future work and planting of fruit trees
- Rights of way: Cleared footpath from Lowertown to Pawson's mill of leaves and vegetation. Again, thanks to the assistance of a village resident who was passing at the time. Reported faulty paving
- Removed leaves on Mill Lane adjacent to Millennium Green and Railway Station. Cleared drainage channels on bridge. Removed leaves from both entrances to Green and repaired dry stone wall
- Liaised with a resident of Heights Lane and Highways re large volume of traffic using Heights Lane during the Denholme Rd closure.

- Checked and reported blocked gullies on Shaw Lane opposite Shaw Farm entrance and opposite no.30. These have been reported in the past but the task was never carried out
- Purchased a stiga cordless blower to aid the clearing of leaves.
- Arranged the purchase of a flood kit, which consists of a 240v puddle pump which will pump down to 1mm of water and does not require to be submerged. 1x 10m flexible pipe and 10m of lay flat hose, which can join with easy fit connectors and 2 hydrosacks which help with diverting water if needed.

Appendix 4 – New Correspondence

a) Email from Bradford Council

Date: 2nd December 2022

Subject: Consultation on Policy Framework guiding development in towns and cities

Have you say on the future of Bradford district's city and towns:

Bradford Council is inviting developers, businesses, landowners, and members of the public to have a say on a new policy framework which will guide development in the district's city and town centres over the coming decades.

The new development framework will set the direction, development principles and specific site-based opportunities to deliver sustainable economic growth across the city of Bradford, Keighley, Ilkley, Shipley and Bingley town centres and will focus investment decisions and priorities for regeneration over the next 20 years.

This first consultation focuses on people's perceptions of their community and the challenges and opportunities they face. These will then feed into the plans as they are developed before a second consultation in the spring looking at specific ideas and options.

The Council believes the development framework will inspire investment confidence and maximise the district's development potential beyond the Bradford City of Culture year of 2025 and the Shipley and Keighley Towns Fund programmes to create employment opportunities that will improve local people's lives and protect the environment for future generations.

Three special websites have been set up so you can offer your ideas and opinions:

- For Bradford visit <https://letstalk.bradford.gov.uk/development-framework-for-bradford>
- For Keighley and Ilkley visit letstalk.bradford.gov.uk/development-framework-for-keighley
- For Shipley and Bingley visit letstalk.bradford.gov.uk/development-framework-for-shipley

The consultation opens 30 November and closes 21 December 2022.

b) Email from John Barker, Neighbourhood Policing Team Inspector
Date: 16th November 2022
Subject: Update on Policing matters

Councillor Colleagues,

I wanted to make contact with you following our busy few weeks in the run up to and during the Halloween and Bonfire period to provide you with a bit of an update and also to say thank you.

I know I worked and spoke with many of you during that period, either at planning meetings or at events, so a most of you will be aware of the work that was done.

We undertook significant amount of partnership work in the run up to Bonfire, both in terms of intervention and preventative work with young people, but also with our partners around firework establishment licensing and licensing checks etc., clearing traditional problem areas of build-up of waste etc. Whilst we are never going to totally eradicate the anti-social use of fireworks this work and preparation has meant that I think we have had one of our most successful bonfire/firework periods.

For example, on the 4th/5th/6th November, we had the following calls about the ASB use of fireworks/issues with fireworks/bonfires for the whole of Keighley area (all six wards). 4th November - we had 3 calls. On the 5th November - 7 calls (1 of which was a duplicate call) so in effect 6 calls. Sunday 6th November - 5 calls. I am alive to the fact that not everyone rings the Police, like with every type of crime/incident type, however this gives us a good picture of the demand and particularly year on year. We had one arrest on the 5th for throwing a firework in the street/assaulting the officers.

What I would like to say however is a genuinely big thank you to everyone who supported that work, whether that is in the partnership preventative work or organised and volunteered at community events. All of this work really supports in the wider picture across the area. I would particularly like to highlight the 30-50 Community Mediators in Keighley Central Ward who gave up there time on both nights and worked with us engaging in the key hot spot areas that traditionally over the last few years saw significant issues, including emergency service attacks. The low number of calls certainly reflects the time volunteered and given up – so thank you.

The other key update that I wanted to share was in relation to Keighley Police Station.

As you will be aware the West Yorkshire Police has been looking at options to build a new police station in Keighley for a number of years. The current Airedale House Police Station is no longer suitable for our needs and current policing requirements. Over a period of time the force has been exploring options for developing a new Keighley Police Station, latterly two sites on Cavendish Street in

Keighley Central. The Chief Officer Team have recently decided that for operational reasons a new police station in Keighley Town centre will not be built. Essentially, the site does not meet the minimum requirements and therefore it is not feasible to develop a new police station there. As a result, West Yorkshire Police have reviewed the situation and available options and the Estates team will start drafting plans to build a smaller fit for purpose station on the existing Airedale House site. Although a short distance from Keighley Centre, the site provides sufficient space to deliver all necessary functions as well as free visitor and staff parking.

As plans are developed there is also the flexibility to be able to respond to changes in what is an uncertain economic landscape. Importantly, it also provides a good location in responding to emergency calls across the North of the District, meaning the best possible response times for the wider Keighley constituency area.

Further, you will also be aware the force has been struggling to recruit sufficient members of Helpdesk Staff due to challenging market conditions which resulted in the Helpdesk provision at Keighley and Stainbeck (Leeds) being temporarily suspended for a number of months now. A force review of Helpdesks has also been ongoing, seeking to establish if existing arrangements remain fit for purpose given the societal and technological changes we have seen. Importantly for us at Keighley, the Force has agreed that Keighley will remain as a force helpdesk site, albeit with slightly reduced operating hours. It therefore remains the Force's intention to reopen the Keighley Helpdesk as soon as is organisationally possible. I will of course keep you updated on this matter as soon as I am provided further information.

As ever feel free to get in touch in respect of this or any matters.

Kind regards
John

Inspector 2744 John Barker
NPT Inspector – Keighley
Bradford District
Airedale House Police Station
Keighley
Email: john.barker@westyorkshire.police.uk

c) Email from resident
Date: 24th November 2022
Subject: Access issues in the village

Hi I have a lot of problems with the lack of dropped kerbs at road crossings also the entrance to the gardens opposite the train station proves a problem as it's quite a drop for my scooter going in and I can't get it out as the drop is too high. Sadly I can't go on my own to the garden as that gate is problematic and the top gate is inaccessible. Thank you.

d) Email from Benjamin Whitehead, Fostering Team Manager, Bradford Council
Date: 23rd November 2022
Subject: Fostering

Dear Parish & Town Councils

Re: Fostering Bradford

Could I ask that you forward this email to your local Councillors.

City of Bradford Council aim to significantly increase the number of foster carers (part time & full time) to ensure that looked after children are cared for by local families. You may be aware that there is a UK shortage of Foster Carers at a time when children in care numbers have been increasing.

At the moment we do not have enough internal foster carers and have to rely on private fostering providers who are increasingly expensive and often place our looked after children outside of our city.

We need your help. We cannot recruit the next generation of Foster Carers alone.

Can you help us in any of the following ways:

- Follow us on social media and re-share our posts with your local communities....we are 'Foster for Bradford' @FosteringBradford on Facebook.
- Invite us to attend local events where you have stalls...we can send Foster Carer Ambassadors with information packs.
- Invite us to meet local business and community leaders – we need to spread the word far and wide.
- Sign up to our monthly newsletter and share it where ever you can (please see the last one below).

- Identify a local venue we could use for a fostering information event and how you could help in advertising it.
- Work with us on our 'faith in fostering' campaign. Encouraging more people of faith to come forward and foster. Do you know any local faith leaders who we could contact?.

As we are all corporate parents we all need to work together in partnership to meet the needs of our looked after children.

Thank-you for your time and we look forward to your responses.

Kind regards

Ben Whitehead (He/Him)
Fostering Team Manager – Recruitment & Assessment

City of Bradford Metropolitan District Council

Tel: 07977582272

Interested in Fostering – Visit www.fosteringbradford.com or text 'Bradford' to 88802

Fostering Administration: fostering@bradford.gov.uk

e) Email from resident

Date: 17th November 2022

Subject: Blocked drains on Shaw Lane

As a resident of Shaw Lane I am very concerned with all the blocked drains down Shaw. I park my car near yours and today had to jump across the very large river of water to access my car.

Is there anything you can do with regards to the council unblocking these drains to get rid of the river of water down Shaw.

Thanks.

Regards

f) Email from resident

Date: 22nd November 2022

Subject: Power cuts and water supply issues

Is it possible to have an addition to the agenda for the December meeting regarding power cuts and water supply issues (particularly Upper Marsh area).

I have contacted Yorkshire Water 5 times about the loss of water every time we get power cuts and no one comes back to me regarding upgrading the pumping station on Marsh Lane.

Today (Nov 22nd) we have had power cuts and low water pressure this morning. This has affected all households in The Upper Marsh neighbours group.

I would like to know if the parish council could exert any influence with Yorkshire water, the council, power grid etc to get something done as a matter of priority. There are a lot of elderly households in Upper Marsh area and it's going to be a very grim winter with the predicted power cuts if we lose water as well.

Appendix 5 – Dates of Meetings in 2023



Oxenhope Village Council Schedule of Meetings 2023

Meetings held at:
Methodist Church
West Drive
Oxenhope
BD22 9LJ

Date	Meeting	Start Time
Wednesday 11 th January 2023	Annual Meeting Allotment Holders	6.45 p.m.
Wednesday 11 th January 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 8 th February 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 8 th March 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 12 th April 2023	Annual Village Meeting (See note 1)	7.00 p.m.
Wednesday 12 th April 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Local and Village Council elections take place on 4th May 2023		
Wednesday 17th May 2023	Annual Meeting (See note 2) Oxenhope Village Council	7.30 p.m.
Wednesday 14 th June 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 12 th July 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 9 th August 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 13 th September 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 11 th October 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 8 th November 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.
Wednesday 13 th December 2023	Monthly meeting Oxenhope Village Council	7.30 p.m.

Notes:

1. Annual Village Meeting. Although the Chair of Oxenhope Village Council will chair this meeting, it should be noted that this is a meeting of the electorate and not a council meeting. The Annual Village Meeting must be held between 1st March and 1st June (Local Government Act 1972).

2. The Annual Meeting of the Council must be held in May, except in election year when it is held between the fourth and eighteenth day after the election (inclusive) (Local Government Act 1972).

Appendix 6 – Allotment rents

Allotment Fees and Charges for 2020, 2021, 2022 and 2023

	Fees from January 2020
Full Plot	£40.00
Half Plot	£20.00

Retired Rate	Fees from January 2020
Full Plot	£30.00
Half Plot	£15.00

Notes:

For all future tenancies, the retired rate will apply where at least one of the tenants is over state retirement age

Plot 12 is 4/5 of a plot and the annual fee will be reduced accordingly

Appendix 7 – Yorkshire and Humber Climate Action Pledge received via email from YLCA on 15th November 2022

Dear Commission members

As you will be aware, today is the official launch of the Yorkshire and Humber Climate Action Pledge at the Yorkshire Post Climate Change Summit 2022. I have attached our pledge press release and here is the link to the press release on our website:

<https://yorksandhumberclimate.org.uk/news/climate-and-nature-commitments-sought-yorkshire%E2%80%99s-business-community>

It would be great if you could share the press release with your networks and encourage your organisations to sign the pledge.

If you are at the event today do come and say hello to us at the Y&HCC stand.

We are tweeting today from @YHClimateCom following #YPclimatechange

Best wishes

Web: <https://yorksandhumberclimate.org.uk/>

Twitter: @YHClimateCom



Appendix 8 – Draft Budget 2023/24 and Precept Options

Draft Budget 2023/24

Heading	Outturn 2021/22	Projected Outturn 2022/23	Draft Budget 2023/24	Comments
Expenditure	£	£	£	
Salaries	16,204	22,364	26,100	Part year salary for warden in 2021/22. Pension scheme started November 2022. 2% added for national pay award 2023/24 (estimate)
Village Warden (Equipment)	678	1,128	1,000	
Clerk's home working allowance	300	300	300	
Stationery and Printing	207	269	300	
Mobile Phone	803	205	250	
Postages	305	402	450	Includes cost of PO Box
Travel and Subsistence (Staff)	118	130	150	
Internal and external audits	380	385	400	
Subscriptions	871	950	1,000	
Room Hire	131	345	350	Includes Zoom subscription
Insurance	545	545	700	Three year insurance agreement ends June 2023
Training	225	100	300	
Marketing	0	0	500	
Outreach	125	250	375	
Christmas Lights	4,951	2,160	2,100	Installation and storage costs for 8 motifs estimated at £1,200. Switch on event £400 and electricity estimated at £500
Maintenance of Marsh Common	30	2,098	500	Are plans for a shelter at Marsh Common to be included in 2023/24?
Youth Club	0	7,400	5,200	Based on 40 sessions @ £130
Neighbourhood Development Plan	0	118	0	
Website	499	900	900	
Contingency Fund	182	500	500	

Community Initiative Fund	1,518	1,122	1,500	
Maintenance of Village assets	2,250	4,906	5,000	
Toilets - Community Asset Transfer	0	500	2,000	
Sculpture Trail	2,594	1,120	500	
Allotments	569	500	500	
Book - publishing and other costs	16	100	100	
Bank Charges	18	72	72	
Defibrillators	875	2,886	500	
Summer Play Scheme	0	1,800	1,400	3 days run in summer 2022. Currently only two dates available for summer 2023 @ £700
Section 137 Expenditure	0	0	0	
Millennium Green	0	2,000	2,000	2023/24 funding of £2,000 is year 2 of a 5 year commitment
Refurbishment of Leeming phone kiosk	0	500	0	
Total Expenditure	34,394	56,055	54,947	

Income				
Reduction In reserves	0	0	0	
Precept	35,875	36,645		Tax base (number of properties) is 1049.
Allotment Grant	309	313	300	
Allotment rents	494	450	450	
Book sales	286	130	130	
VAT refund	2,896	2,538	2,600	
Climate Action Fund Grant	3,050	0	0	
CIL Income	540	0	0	
Miscellaneous	232	0	0	
Grant Bradford Council - Christmas lights	4,000	0	0	
Total Income	47,682	40,076	3,480	
Surplus (+) / Deficit (-)	13,288	-15,979	-51,467	

Balance on 29th November 2022		
Community Account	£40,694	
Prudential Investment	£20,000	
Total balance		£60,694

Precept Calculations			
Forecast reserves 31/03/23		£38,613	Balance as at 29/11/22 less projected expenditure plus projected income to 31/03/23
Budgeted net expenditure 2023/24		£51,467	
Oxenhope tax base:	1,049		

**Funded by
precepts at:**

Precept options

£35	£36,715	Annual income from precept (precept rate for Band D property multiplied by Oxenhope tax base)
Precept rate in 2022/23 for a Band D property	-£14,752	Decrease in balance
	£23,861	Balances at year end 31/03/24
	62%	Percentage of reserves 31/03/24 as against 31/03/23
	£0.00	No change in precept from 2022/23 (in cash terms)
	0%	No change in precept from 2022/23 (as a percentage)

£37	£38,813	Annual income from precept (precept rate multiplied by Oxenhope tax base)
	-£12,654	Decrease in balance
	£25,959	Balances at year end 31/03/24
	67%	Percentage of reserves 31/03/24 as against 31/03/23
	£2.00	Change in precept from 2022/23 (in cash terms)
	6%	Change in precept from 2022/23 (as a percentage)

£40	£41,960	Annual income from precept (precept rate multiplied by Oxenhope tax base)
	-£9,507	Decrease in balance
	£29,106	Balances at year end 31/03/24
	75%	Percentage of reserves 31/03/24 as against 31/03/23
	£5.00	Change in precept from 2022/23 (in cash terms)
	14%	Change in precept from 2022/23 (as a percentage)

£45	£47,205	Annual income from precept (precept rate multiplied by Oxenhope tax base)
	-£4,262	Decrease in balance
	£34,351	Balances at year end 31/03/24
	89%	Percentage of reserves 31/03/24 as against 31/03/23
	£10.00	Change in precept from 2022/23 (in cash terms)
	29%	Change in precept from 2022/23 (as a percentage)

£50	£52,450	Annual income from precept (precept rate multiplied by Oxenhope tax base)
	£983	Decrease in balance
	£39,596	Balances at year end 31/03/24
	103%	Percentage of reserves 31/03/24 as against 31/03/23
	£15.00	Change in precept from 2022/23 (in cash terms)
	43%	Change in precept from 2022/23 (as a percentage)

Precept rates for Band D Property	
2018/19	£27.00
2019/20	£30.00
2020/21	£35.00
2021/22	£35.00