

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE VILLAGE COUNCIL
HELD ON WEDNESDAY 14TH DECEMBER 2022 AT THE METHODIST CHURCH,
WEST DRIVE, OXENHOPE, COMMENCING AT 7.30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr Robert Goulding (Vice Chair)
Cllr Kevin Allmond
Cllr Michelle Dawson
Cllr Debbie Harvie
Cllr Caroline Kindy
Cllr Chris Pawson
Cllr Nick Pearce

In attendance: Worth Valley Ward Councillor Russell Brown
Worth Valley Ward Councillor Rebecca Poulsen
Mark Whitaker, Village Warden
Ann Ogden, Calder Valley Search and Rescue Team
Charlotte Nicholson and Hugh Roberts, Richard Roberts
1 member of the public

154/22 To receive apologies for absence given in advance of the meeting

Apologies for absence have been received from Worth Valley Ward Councillor Chris Herd, Ward Officer Alice Bentley and Deputy Ward Officer Sally Teasdale.

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

Not applicable as all Village Councillors attended the meeting.

156/22 Disclosures of Interest

Cllr Goulding declared an interest in planning application 22/04060/FUL.

157/22 Applications for a Dispensation

None received.

158/22 Minutes of Meetings (previously circulated to Members)

- a) The minutes of Oxenhope Village Council's monthly meeting held on 9th November 2022 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.
- c) The December Outstanding Issues Report was noted.

159/22 Public Question Time

Hugh Roberts from Richard Roberts provided the meeting with information on an outline planning application, which the company is planning to submit for land on Cross Lane.

He started by congratulating the Village Council on having a Neighbourhood Development Plan (NDP).

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Information was then provided on the draft proposals for the site, which is for nine 3 or 4 bed properties (six semi-detached and three detached). He stated that the draft Local Plan for Bradford says the indicative number for dwelling for the site is 24, but that includes additional land to the rear.

He stated that Richards Roberts are asking for comments about their draft proposal and want to engage with the Village Council. The firm will provide documents with their draft proposals.

He asked for any questions. There was a discussion on the type of houses most needed in the village. It was also clarified that the site is not green belt.

Cllr Poulsen stated that Bradford Council was still working on its Local Plan, which is currently at the Regulation 19 stage.

It was pointed out that there has been a number of objections to developing this site and Cllr Eastwood said the NDP highlights the importance of preserving vistas and open spaces, as a characteristic evident in Oxenhope.

Mr. Roberts said that any development on the site would need to demonstrate a net gain. There could be a reduced number of dwellings to maintain views. Other sites had provided allotments as a way of demonstrating net gain.

He finished by stating they were very keen to have an active dialogue and are very willing to listen to feedback on their draft proposals.

160/22 Guest Speakers

a) Worth Valley Ward Councillors

Cllr Poulsen was pleased to report that both trees and ivy have been cut back on the site opposite the school.

The gas works on Denholme Road have finally finished. There were issues both with the diversion and the work extending beyond the permitted area into Station Road.

She stated that work would be needed in the near future on the gas pipe at the bottom of Yate Lane.

Cllr Eastwood thanked Cllr Poulsen for her support in addressing all the issues caused by the gas works.

Cllr Poulsen said a review of Bradford Council's ward boundaries is taking place, looking at the size of the Council and the number of councillors needed to cover all the required roles. The review will look at the number and size of wards, aiming to make each ward as equal as possible while also assessing community considerations. The process will last up to two years and will involve public consultation.

In 2026 there will be an election of all Bradford Councillors.

She reported that the gulleys in Shaw Lane have been cleared recently. One has been reported back to Highways as it needs digging out.

Bradford Council are trying to increase the number of foster carers. She provided a leaflet with further information.

Cllr Brown reported he had access to a small amount of covid recovery funding to work with young people. He asked if there were any groups in the ward who might benefit.

He reported that the City of Culture team were keen to get involved with areas outside the centre of Bradford. He plans to meet the new director in January.

Cllr Brown stated that there might be some levelling up funding available although he was not sure of the criteria for funding. It was likely the spend would need to take place before the end of the financial year. The funding might involve allotment development.

b) **Ann Ogden, Calder Valley Search and Rescue Team**

Cllr Eastwood welcomed Ann to the meeting.

She explained the Calder Valley Search and Rescue Team (CVSRT) was set up in 1965 in response to a worker for a water company going missing and not being found until three months later. This highlighted that there was no group available to help with this situation.

The next year, following a public meeting, CVSRT was set up. It covers the northern part of Yorkshire and is part of five other search and rescue teams covering the mid Pennine region.

CVSRT has fifty volunteers, four vehicles and two rescue sleds. They operate from four bases. Despite being run by volunteers it costs nearly £40,000 a year to run. One example is the blue lights driving course, which costs £1,000.

Ann gave information on the number of hours the team has been deployed:

In 2020 it was 7,000 hours

In 2023 12,500 hours

To date in 2022, the team have been deployed for 11,000 hours.

She gave an example of four poorly equipped young people who very recently needed rescuing when trying to walk to Top Withins.

CVSRT receive over 100 calls each year. They are just in the process of taking on more trainees, who take over a year to train.

She said CVSRT are interested in attending local events both for awareness raising and for fund raising. It was suggested the CVSRT might like to attend the village fete, which will be held on 15th July next year.

Cllr Eastwood thanked Ann for attending the meeting.

161/22 Planning Applications

Resolved:

- 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.

Cllr Goulding provided background information on the planning application. He stated it was basically a hole in the ground surrounded by a meter high mound. It is not about increasing the amount of slurry, but about storing it so it can be used at the right time of year. This should mean less nitrogen is needed. Cllr Goulding stated that longer term, it was likely to be a legal requirement to have the storage lagoon. If planning permission was refused, he would need to downsize, which would mean the farm would not be viable.

Cllr Goulding left the meeting.

Following a discussion it was decided that Oxenhope Village Council would support this planning application.

Cllr Goulding rejoined the meeting.

- b) **22/05008/FUL** Single storey extension to the Clubhouse at Oxenhope Cricket Club, Hebden Bridge Road, Oxenhope BD22 9LY.

Oxenhope Village Council supports this planning application.

- c) **22/05098/HOU** Two storey extension to the rear and single storey side extension at Well Head Farm, Hanging Gate Lane, Oxenhope BD22 9RJ.

Oxenhope Village Council has no objection to this planning application.

162/22 Safety Inspection Reports

The reports for Horseshoe Dam and Marsh Common were noted. Cllr Goulding reported he had visited Marsh Common after heavy rainfall, when there was a lot of water flowing. He stated the excavation work that had taken place should help prevent problems after heavy rainfall.

163/22 Warden's Report

The Warden's Report was noted.

164/22 Correspondence

Resolved:

- a) Email from Bradford Council about consultation on policy framework guiding development in towns and cities. Cllr Pierce agreed to look at the consultation and report back if needed.
- b) Email from John Barker, Neighbourhood Policing Team Inspector with an update on Policing matters. Noted.

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- c) Email from resident about access issues in the village. Cllr Eastwood said the Millennium Green Trustees were working to address the access issues at the Green. The Clerk was asked to contact the resident to ask for further details about other specific areas of concern.
- d) Email from Benjamin Whitehead, Fostering Team Manager, Bradford Council about fostering. Noted. It was agreed to promote this on the Facebook site. The Clerk was also asked to contact the fostering team to see if they would be interested in attending the village fete.
- e) Email from resident about blocked drains on Shaw Lane. Noted. This was discussed earlier in the meeting.
- f) Email from resident about power cuts and water supply issues. Cllr Eastwood and the Clerk agreed to write to both Northern Powergrid and Yorkshire Water about the issues raised.

165/22 Christmas Lights Switch On

Cllr Dawson was thanked for her work organising a very successful Christmas light switch on event. £384.53 was raised for Manorlands.

166/22 Dates of Meetings in 2023

Resolved:

To approve the proposed dates of meetings in 2023. Cllr Eastwood spoke briefly about the local elections taking place in May 2023, stating that further information would be available nearer the time.

167/22 Allotments

It was noted that the Annual Allotment holders’ meeting will take place on Wednesday 11th January 2023 in the Methodist Church on West Drive, starting at 6.45 p.m.

Resolved:

To authorise allotment rents to remain unchanged in 2024, Allotment rents will be:

	Allotment Rents 2024
Full Plot	£40.00
Half Plot	£20.00

Retired Rate	Allotment Rents 2024
Full Plot	£30.00
Half Plot	£15.00

168/22 Climate Change

It was noted that the Climate Action Group are looking at establishing a fruit and vegetable area in the Rose Garden. Cllr Goulding suggested planting fruit

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trees on the verge along Marsh Lane. The Clerk was asked to get in touch with Bradford Council to see if this is possible.

Resolved:

To not sign the Yorkshire and Humber Climate Action Pledge at present. Cllr Eastwood will update the local climate group with regard to the Rose Garden and other planting areas.

169/22 Financial Matters

Resolved:

- 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 the appointment of Town Parish Audit to undertake the internal audit of the 2022/23 accounts at a cost of £200.
- c) To authorise the following accounts for payment:

Payee	Payment method	Amount	Description
Steve Thorpe and Son Gardening Ltd.	Online	£144.00	Grass cutting October 2022
Mark Whitaker	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

Noted.

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	

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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	

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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

Noted.

Balance per bank statements at:	02/12/22	
Unity Trust - Current Account		£38,821.21
Unity Trust - Instant Access Account		£0.00
		<u>£38,821.21</u>
Net balances:		<u><u>£38,821.21</u></u>
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)		<u>-£37,860.17</u>
Closing balance per cash book:		<u><u>£38,821.21</u></u>

171/22 Budget for 2023/24

Cllr Eastwood provided information about the budget setting process and the precept. He stated the national average precept is £75. Current Oxenhope precept of £35 is towards the lower end of precept rates in the Bradford area.

The draft budget was reviewed and agreed. The level of precept in 2023/24 for a band D property was set at £40, with the total precept income being £41,960.

The budget for 2023/24 is: -

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Heading	Budget 2023/24	Comments
Expenditure	£	
Salaries	26,100	
Village Warden (Equipment)	1,000	
Clerk's home working allowance	300	
Stationery and Printing	300	
Mobile Phone	250	
Postages	450	
Travel and Subsistence (Staff)	150	
Internal and external audits	400	
Subscriptions	1,000	
Room Hire	350	
Insurance	700	
Training	300	
Marketing	500	
Outreach	375	
Christmas Lights	2,100	
Maintenance of Marsh Common	500	
Youth Club	5,200	
Website	900	
Contingency Fund	500	
Community Initiative Fund	1,500	
Maintenance of Village assets	5,000	
Toilets - Community Asset Transfer	2,000	
Sculpture Trail	500	
Allotments	500	
Book - publishing and other costs	100	
Bank Charges	72	
Defibrillators	500	
Summer Play Scheme	1,400	
Millennium Green	2,000	
Total Expenditure	54,947	
Income		
Reduction In reserves	9,507	
Precept	41,960	Tax base 1049. Precept set at £40 for a band D property
Allotment Grant	300	
Allotment rents	450	
Book sales	130	
VAT refund	2,600	
Total Income	54,947	
Surplus (+) / Deficit (-)	0	

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172/22 Minor items and items for next agenda

Cllr Harvie pointed out that the Emergency Plan needs updating. She asked for it to be circulated to all Councillors and be on the agenda in January.

She said that Mercy will be changing and shutting down for six months, with all residents being short stay. She said the building would be available for emergency use.

Cllr Goulding stated that it would be difficult and expensive to use privately owned land for a natural burial site. He proposed to investigate using land adjoining Haworth cemetery. He agreed to work with Cllr Kindy on this and to report back.

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.

The meeting ended 9.01 p.m.