

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE VILLAGE COUNCIL  
HELD ON WEDNESDAY 8<sup>TH</sup> FEBRUARY 2023 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 Caroline Kindy  
Cllr Chris Pawson  
Cllr Nick Pearce

In attendance: Worth Valley Ward Councillor Rebecca Poulsen  
Village Warden, Mark Whitaker  
Hugh Roberts, Richard Roberts  
19 members of the public

**21/23 To receive apologies for absence given in advance of the meeting**

Apologies for absence have been received from Cllr Harvie, Worth Valley Ward Councillors Russell Brown and Chris Herd, Rev. Cat Thatcher, Ward Officer Alice Bentley and Deputy Ward Officer Sally Teasdale.

**22/23 To consider the approval of reasons given for absence**

The reasons for absence were approved.

**23/23 Disclosures of Interest**

None.

**24/23 Applications for a Dispensation**

None received.

**25/23 Minutes of Meetings (previously circulated to Members)**

- a) The minutes of Oxenhope Village Council's monthly meeting held on 11<sup>th</sup> January 2023 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.

Cllr Ken Eastwood proposed the planning application for Cross Lane be moved up the agenda. This was agreed.

**26/23 23/00027/OUT** Outline application for residential development of land requesting consideration of access at land west of Cross Lane, Oxenhope BD22 9LE.

Cllr Eastwood started the discussion by explaining the role of Oxenhope Village Council in the planning process. The Village Council is consulted, but it is Bradford Council who make the decision on the planning application. They do not have to follow any decision made by the Village Council but they do have to take the Village Council's views into account.

Signed.....

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This is an outline planning application, which includes the development of nine houses.

Cllr Eastwood said the Village Council had developed a Neighbourhood Development Plan (NDP), which had been approved in a referendum held in May 2022. The NDP had involved consultations with residents and the second most important issue raised was concern over the loss of green space in the village.

The NDP opens with a Vision Statement which states “Oxenhope will continue to develop and thrive as a community of settlements ... to be separated by open green spaces and wildlife corridors.”

The NDP also has a policy on green infrastructure, which states “New housing developments will be encouraged to include green infrastructure provisions such as wildlife corridors or green buffers.”

Cllr Eastwood said that in March 2021 the Village Council were asked to comment on Bradford Council’s emerging Local Plan, which included this site as a proposed allocation for housing. The Village Council objected to the allocation, stating the site was designated as a Village Green Space and provided important views from the Station Road Conservation Area up to the Pennine moors.

Members of the public raised several issues including:-

- Concerns about the effect of the development on the sewage and drainage system, which could lead to flooding of cellars in nearby houses.
- Query over the approach to development in green belt areas. The importance of protecting green space was emphasized.
- Concerns over the effect on infrastructure of another development. The number of places at the pre-school and primary school have not increased and the medical centre at Oakworth has closed.
- Concerns were expressed about parking in the area, especially at school drop off and pick up times. The junction with Moorhouse Lane is a blind corner and there is already too much traffic using the road.
- The need to protect wildlife.
- Building nine houses on the site would block the view from the station.
- Potential housing “creep” with the number of houses on the site being increased. Each house would probably have two cars, which will increase traffic in the area.
- The need for family houses and concerns the price of these houses would make them only available for people from outside the village.

Mr. Hugh Roberts from the development company addressed residents and Members and stated the application was about access and not about the look of the houses. That would be for a later application.

There was further discussion about Local Plan land allocations, Green Spaces, additional land ownership and future development, wildlife corridor protection and green buffers, Community Infrastructure Levy (CIL) and affordable homes.

It was stated it was important that residents submit their objections on the Bradford Council website as that means the decision is more likely to go to a planning panel.

Following the discussion, the Village Council decided unanimously to object to the planning application. It was also decided to request that the decision is made by a Planning Panel. Further if Bradford Council is minded to approve the application, then the green buffer should be extended.

Cllr Eastwood thanked everyone present for attending and stated he hoped they all felt they had been given the opportunity to be heard.

**27/23 Outstanding Issues Report**

The February Outstanding Issues Report was noted. The Warden reported he was chasing up the electrician to get the defibrillator installed in Lower Town.

**28/23 Public Question Time**

A resident asked what was being done to tackle the issue of fly tipping. Cllr Eastwood replied that there had been a spike in fly tipping, especially during Covid. The Village Council was working with Bradford Council and there has been some progress and prosecutions. He emphasised the importance of reporting all incidents of fly tipping. Cllr Poulsen also stated it needs to be made clear how to dispose of waste and that if a firm is used, they must have a waste transfer licence. Householders also have a duty of care with regard to waste disposal.

Cllr Goulding said the issue was only likely to get worse if the Keighley Household Waste Recycling Centre (HWRC) was closed. The Clerk was asked to contact Bradford Council to say the Village Council opposes the closure of the Keighley HWRC.

Another resident raised the issue of off road vehicles and the damage they are causing, mentioning Bodkin Lane as an example.

Cllr Poulsen said there have been action days undertaken by the Police team, Operation Steerside. They have had some success.

Another resident said that a lot of the fencing on Nab Water Lane was down. The Warden stated that fly tipping and the broken fencing were connected issues. Yorkshire Water is the land owner, but expects the tenant to clear the fly tipping and repair the fences and gates.

The Clerk was asked to contact Yorkshire Water about this.

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A resident asked for an update on work in the Rose Garden, as they felt it was rather untidy. They also asked about having roses. Cllr Eastwood replied that there had been a Friends' Group but this had not re-started after Covid. The top beds have recently been covered with a weed suppressant membrane. There had been positive comments on the wilder look. Another resident commented this would lead to greater biodiversity.

Going forward the main concentration will be on the central beds, as otherwise it is too big an area for volunteers. He also reported that a group is looking at increasing the number of fruit bushes and trees.

## **27/23 Guest Speakers**

### **a) Worth Valley Ward Councillors**

Cllr Poulsen said there is an environmental task force working in the area with capacity to take on other works. The Warden was asked to liaise with the Deputy Ward Officer about suitable work that needs undertaking in Oxenhope.

Cllr Poulsen reported on a planning success relating to lorries using unsuitable routes to get to development sites. It has been agreed unanimously by Bradford Councillors that all future major development sites in the Bradford area will need to produce a transport plan and consult with Ward Councillors as part of the planning application process.

Cllr Goulding mentioned the issue of articulated lorries coming into Oxenhope and using Long Causeway (B6141). He said the traffic sign in Denholme warning the road is not suitable for lorries has gone. Cllr Poulsen agreed to contact Highways about the missing sign.

The Warden asked if it was possible to have a sign at the top of Heights Lane to say it not suitable for lorries and vans. Cllr Poulsen replied that Highways did not think a sign was necessary.

Cllr Kindy agreed to try and update information on sat nav systems about the unsuitability of these roads, especially for lorries.

### **b) Mick Birro, Emergency Planning Officer, Bradford Council**

This has been postponed until the March Village Council meeting.

### **c) Other guest speakers**

None.

## **28/23 Planning Applications**

### **Resolved:**

### **a) 22/05158/HOU Single storey sunroom extension at Kirklands, Outside Lane Oxenhope BD22 9QY.**

Oxenhope Village Council has no objection to this planning application.

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**29/23 Safety Inspection Reports**

The reports for the Horseshoe Dam and Rose Garden were noted. The Warden agreed to look at addressing issues with the path in the Rose Garden.

The Clerk was asked to provide information for the notice board.

**30/23 Warden's Report**

The Warden's Report was noted.

**31/23 Correspondence**

**Resolved:**

- a) Email from resident requesting a grit bin on Harry Lane.  
There was a discussion on how new grit bins should be decided on and whether new bins in conservation areas should try and blend in. It was decided to ask the Clerk to draw up a map showing the location of all grit bins and then decide if and where additional bins are required.
- b) Correspondence between Clerk and Keighley and Worth Valley Railway (KVWR) concerning parking and traffic issues.  
Councillors appreciated the quick and comprehensive reply from KVWR to the issues raised. The Clerk was ask to contact KVWR to check they would agree to their reply being passed on to the resident who raised the initial concerns.
- c) Email from resident with concerns about road being eroded.  
The Clerk was asked to contact Bradford Council both about this issue and the grass being churned up by the Council when emptying the litterbins in the park.

**32/23 Annual Allotment Holders' Meeting**

The minutes from the Annual Allotment Holders' Meeting took place on Wednesday 11<sup>th</sup> January 2023 were noted.

Cllr Allmond said the only issue raised was moss on the access road.

**33/23 Climate Change (Standing agenda item)**

The Clerk was asked to contact Bradford Council again about planting fruit trees on Marsh Lane.

**34/23 Financial Matters**

**Resolved:**

- a) To authorise a grant of £500 to the Oxenhope Climate Action Group.
- b) To note payment of £217.14 has been made to Quality Garden Supplies for the delivery of 40 bags of grit.
- c) To not authorise purchase of two grit bins until a decision in taken on the approach to installing further grit bins.

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- d) To authorise purchase of a metre square planter at a quoted cost of £396 (plus VAT), which includes delivery. The Clerk was asked to obtain a quote for the installation of a similar planter at the bottom of Cross Lane.
- e) To note that Cllrs Dawson and Goulding are not signatories on the Unity Trust Bank Account.
- f) To authorise the following accounts for payment:

Payee	Payment method	Amount	Description
The Natural Death Centre	Online	<b>£66.00</b>	Annual membership
Centrewire Ltd.	Online	<b>£613.20</b>	Gate at Marsh Common

### 35/23 Trial Balance

Noted.

Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)	Notes
	£	£		£	
<b>Expenditure</b>					
Salaries	19,800	18,814	986	-2,060	1
Village Warden (Equipment)	1,000	1,149	-149	-149	
Clerk's home working allowance	300	200	100	50	
Stationery and Printing	500	211	289	289	
Mobile Phone	200	150	50	18	
Postages	320	361	-41	-41	
Travel and Subsistence (Staff)	200	153	47	47	
Internal and external audits	500	385	115	115	
Subscriptions	950	914	36	36	
Room Hire	260	305	-45	-125	
Insurance	545	545	0	0	
Training	400	0	400	300	
Marketing	500	0	500	500	
Outreach	400	250	150	150	
Christmas Lights	5,000	1,160	3,840	3,340	2
Youth Club	4,800	3,000	1,800	-600	3
Neighbourhood Development Plan	500	118	382	382	
Website	900	499	401	401	
Contingency Fund	500	347	153	-20	
Community Initiative Fund	1,000	1,221	-221	-221	

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Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)	Notes
Maintenance of Village Council Assets	15,000	5,939	9,061	8,361	4
Toilets - Community Asset Transfer	5,000	0	5,000	5,000	5
Sculpture Trail	1,000	920	80	-120	
Allotments	500	346	154	154	
Book - Publishing and other costs	100	8	92	92	
Bank Charges	0	104	-104	-122	
Defibrillators	500	2,401	-1,901	-1,901	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	500	
<b>Total Expenditure</b>	<b>64,775</b>	<b>43,901</b>	<b>20,874</b>	<b>13,575</b>	
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	404	-46	14	
Book Sales	0	286	286	286	
VAT refund	1,800	2,538	738	738	
<b>Total Income</b>	<b>64,775</b>	<b>40,187</b>	<b>-24,588</b>	<b>1,042</b>	
<b>Surplus (+) / Deficit (-)</b>				<b>14,617</b>	

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 as no spend on shelter at Marsh Common.
5. 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.

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**36/22 Bank Reconciliation**  
Noted.

Balance per bank statements as at	31/01/23	
Unity Trust - Current Account		£30,250.93
Unity Trust - Instant Access Account		£0.00
		£30,250.93
		<hr/>
Net balances:		<b>£30,250.93</b>
		<hr/> <hr/>

**CASH BOOK**

Opening Balance 1 April 2022	£37,054.46	
Add: Receipts in the year	£40,186.92	
Less: Payments in the year (incl. VAT)	-£46,990.45	
		<hr/>
Closing balance per cash book:		<b>£30,250.93</b>
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**37/23 Minor items and items for next agenda**

Cllr Allmond asked for comments on Oxenhope Preparedness information which has been distributed to councillors.

Cllr Dawson raised the issue of bird flu. She stated there was no update on the Department of Food and Rural Affairs (DEFRA) website since December. Ten large geese had died on the local reservoirs. The Clerk was asked to contact the animal welfare officer at Bradford Council to ask for advice on the reporting and collection of dead birds.

**38/23 Date and time of next meeting**

The next meeting will be held in the Methodist Church on West Drive on Wednesday 8<sup>th</sup> March 2023 starting at 7.30 p.m.

Meeting closed at 8.55 p.m.

Signed.....

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