



OXENHOPE VILLAGE COUNCIL

PO Box 883
Halifax
HX1 9TZ

Signed: *Janet Foster* 12th May 2023

Clerk to the Village Council
07972 717058

clerk@oxenhopevillagecouncil.gov.uk

**You are summoned to attend the annual meeting of Oxenhope Village Council
to be held at 7.30 p.m. on Wednesday 17th May 2023 at the
Methodist Church, West Drive, Oxenhope BD22 9LJ**

AGENDA

73/23 Election of Chair 2023/24

74/22 Election of Vice Chair 2023/24

75/23 To receive apologies for absence given in advance of the meeting
To note any apologies offered.

76/23 To consider the approval of reasons given for absence
To consider approval of absence.

77/23 Disclosures of Interest
To receive disclosures of pecuniary and other interests from members on matters to be considered at the meeting.

78/23 Applications for a Dispensation
To grant, or otherwise, the applications for dispensation as received by the Clerk.

79/23 Minutes of Meetings (previously circulated to Members)

- a) To confirm the minutes of the Annual Village meeting and the Village Council's monthly meeting held on 12th April 2023 as true and correct records.
- b) To discuss any matters arising from the minutes.
- c) To receive information on the May Outstanding Issues Report (Appendix 1) and decide further action where necessary.

80/23 Public Question Time
To welcome members of the public and to receive their representations.

81/23 Guest Speakers

- a) Worth Valley Ward Councillors
- b) Helen Hartley, Straw Race Committee
- c) Other guest speakers

82/23 Planning Applications

To consider and decide upon the following planning applications:

- a) **23/00671/FUL** Change of use of existing redundant barn to residential accomodation to form 2 bedroom accomodation as a retirement home / granny dwelling linked to Stones Top Farm at Stones Top Farm, Hebden Bridge Road, Oxenhope BD22 9QH.
- b) **23/01279/LBC** Replacement of one late 20th Century bow window with sash windows; reinstatement of a mullion in a 17th Century window and replacement casements at 1 - 5 Upper Town Oxenhope BD22 9LL.
- c) **22/05026/FUL** Conversion of barn to three bedroom dwelling at Low Fold, Kennel Lane, Oxenhope BD22 9QY.

83/23 Village Warden’s Report (Appendix 2)
To note the Warden’s Report.

84/23 Correspondence (Appendix 3)
To consider and decide upon the following new correspondence:

- a) Email on behalf of Hazelbeck School about consultation on proposed increase in number of school places.
- b) Email from Laura Marsden, Bradford Council about briefing on Local Government Boundary Commission.
- c) Email with results of toad patrol in 2023.

85/23 Appointments
To agree appointments for 2023/24 to the following positions:

Allotments Lead
Rose Garden Lead
Horseshoe Dam Lead
Marsh Common Lead
Rights of Way Lead
Oxenhope School Representative
YLCA Branch meeting representatives (two positions)
Millennium Green Trustee
Village Council Liaison representative (for meetings with Bradford Council)
Oxenhope Community Association
Staffing Committee
Emergency Planning Leads

86/23 Climate Change (Standing agenda item)
To review plans and actions in relation to climate change.

87/23 Financial Matters
a) To authorise, or otherwise, the removal of Chris Pawson from the list of authorised bank signatories. To agree an additional Councillor to be an

authorised signatory in addition to Councillors Allmond, Eastwood and Pearce.

- b) To authorise, or otherwise, the three year insurance agreement with Zurich at an annual cost of £460.24.
- c) To authorise, or otherwise, the following accounts for payment: -

Payee	Cheque No. / Online	Amount	Description
Oxenhope Methodist Church	Online	£25.00	Room hire April 2023
Mark Whitaker	Online	£31.47	Expenses relating to new pedestrian gate to allotments
		£19.80	Mileage – February to May 2023
		£51.27	Total

88/23 Minor items and items for next agenda

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

89/23 Date and time of next meeting

The next meeting will be held in the Methodist Church on West Drive on Wednesday 14th June 2023 starting at 7.30 p.m.

90/23 Co-option to fill two Village Councillor vacancies

To consider potential co-options to the Village Council, asking candidates to give a short presentation on why they wish to become a Village Councillor.

91/23 Exclusion of the Press and Public

To resolve that members of the press and public be excluded from the meeting under the provisions of The Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of an item of a confidential nature.

92/23 Decision on Co-option

To decide on co-option to fill the two Village Council vacancies.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME

Appendix 1 – May 2023 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. New case officer allocated in February 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	Work undertaken summer 2022.
Community Preparedness	Leaflet to be drawn up	Cllrs Allmond and Harvie	09/11/22	
Yorkshire Water	Issues with water supply in Marsh during power cuts	Clerk	31/01/23	Letter sent. No reply to date
Yorkshire Water	Replacement of fencing and gate on Nab Water Lane	Clerk	21/03/23	Letter sent 20/02/23. Email received 21/03/23 saying passed to relevant department who will look into the issue and resolve where possible.

Appendix 2 – Village Warden Report

Warden Report for May meeting:

I have undertaken the following tasks in April:

- Check and record the status of the 5 AED's under OVC care.
- Litter picked Recreation ground Inc. play area, Community Centre car park, Cat steps, Hebden Bridge Rd, Heights Lane and Station Rd.
- Horseshoe Dam: Made a start on cutting back, removing some vegetation and brash. Planned a volunteer meet via the "Love Oxenhope App" to remove Bulrushes on the bank Holiday as part of the Coronation Big Help Out.
- Rose Garden: Climate Action Group constructed and planted a raised herb bed as well as various vegetable plants. Located adjacent to Station Rd. I would also like to thank Brian who works very hard at keeping the Rose Garden and Station Rd area looking really tidy.
- Millennium Green: Arranged quote for work to improve accessibility to the Green. Also organising repair works to steps, fencing and work related to recent tree survey.
- Marsh Common: Organising completion of fencing works (replacing rotted timber posts).
- Allotments: Constructed and installed timber pedestrian gate.
- Reported water leak on Station Rd adjacent to Waterside.
- Liaised with Assistant Ward Officer Sally Teasdale with regards to requesting the Environmental Task Force Team to clear some of the road verges in Oxenhope area. The team are funded by Bradford Metropolitan Council and the work carried out to date is:
 - Marsh Lane clearing leaves from pavement.
 - Denholme Rd (above Jew Lane) clearing vegetation/weeds.
 - Jew Lane (up to Back Leeming) Clearing vegetation/weeds.

I would like to say a big "Thank You" to the team as it is all been done by hand and has had a positive visual impact on the areas mentioned.

Appendix 3 – New Correspondence

a) Email on behalf of Hazelbeck School

Date: 24th April 2023

Subject: Consultation on proposed increase in number of school places

This message has been sent on behalf of Hazelbeck School, who are consulting on a proposed expansion to their school.

All enquiries or questions should be directed to: Kirsty Dwyer - becksd@beckfoot.org

What are we consulting on?

In partnership with the Local Authority we are consulting to increase the number of places at Hazelbeck School from 144 to 194, an increase of 50 places.

Full details of the proposal can be found in the consultation document attached.

How do I respond?

The consultation will be open from **Monday 24th April – Wednesday 24th May 2023** for you to share your views.

Please click on the link or QR Code below to open the survey and to share your views on the proposal: <https://online1.snapsurveys.com/sqpog8>

Best wishes,
Intelligence & Sufficiency Service

On Behalf of Hazelbeck School, Bingley

b) Email from Laura Marsden, Bradford Council

Date: 4th May 2023

Subject: Briefing on Local Government Boundary Commission

Dear All,

As you may be aware, the LGBCE (Local Government Boundary Commission for England) are undertaking electoral review of CBMDC (City of Bradford Metropolitan District Council). As part of this process, they are holding a number of briefing meetings to outline how the review takes place.

The Town / Parish Council & Local Groups Briefing takes place on **Thursday 6th July 2023 from 17:30 – 19:00**

Please can this invite be cascaded to other colleagues who may be interested in attending. Particularly local council clerks, to their respective Councillors.

However, please note, this meeting will take place via MS Teams and will be recorded and available for those not be able to join the session.

Thank you.

c) Email from Jane Topham

Date: 6th May 2023

Subject: Toad Patrol report

Hi Janet, please see this year's toad data and check out the children's certificate. Perhaps you could share this info electronically with Oxenhope Village Council. I had issues trying to get it to print correctly but viewing it is fine. Remember to ensure you click on the 2023 tab as the file includes the data from 2018-2022 too.

I have also attached the 2023 risk assessment. I will review this again before next year. 'Froglife' the organisation we volunteer for is moving towards us managing our sites using their new online portal, this was introduced just before the toad season started. I need to get sorted with this as we have a lot more volunteers than many groups so initially it's a big job. Once it's sorted I will let you know but for the time being I have sent them the same info as you.

Our biggest concern is the speed of traffic and toad fatality on Brow Top road, Cathy Furness (my deputy manager) is liaising with Rebecca Poulsen and the Haworth/Cross roads/Lees village councils to address this problem. Also it was good to have Rebecca Poulsen patrolling with some of our team on Brow top so she has seen the problem first hand.

This info below is also written in a text box at the end of the report. Let me know if you have any questions regarding our work.

2023 Report for Leeming 731, Black Moor 918, Brow Top 967.

Our volunteers rescued 3,035 Toads!

57 Adults and 40 Children Patrolled with us- A total of 97 Volunteers!

- An increase in data at our Leeming site is encouraging. There has been a slight reduction at Blackmoor but we would expect that, as we are relocating them away from the dangerous quarry ponds down to Leeming reservoir. We found more frogs and newts this year than previously.
- It was our first full season of patrolling at our new site, Brow Top- the fatality data of toads is very high, but we are making a difference. Cars travel very fast and even with a trained team 41% of those moved off the road were squashed. More substantial and semi-permanent signage is needed. Speed restrictions would give us a better chance of rescuing more amphibians and would also keep our Brow Top team safer. We would welcome advice from Froglife and a site visit. This is an adult only site.
- We kept an informal eye on an area near Denholme Road called Trough Lane, there is some toad movement on this country lane. We will continue to informally

monitor this site and will register it with Froglife if numbers of toads increase and/or we feel we have enough adult volunteers to patrol it. The lane is unsafe for children and parking tricky.

- **Weather-** Our first toad was found on top of a snow drift! We didn't have many perfect toad nights and there were a few periods of prolonged cool/cold evenings when movement stopped. Due to this we patrolled for longer than usual. We stopped patrolling at the end of April as the toads we were rescuing were coming back and the beginning of May looked set to be cold again.
- **Newspapers-** We got an article in the Keighley News and Telegraph and Argus- There was a lovely photo of our young patroller Sam holding a toad.
- **Social Media-** We are fortunate enough to have a promotional expert on our team! Helena Dowsland has created a Facebook Page for us it's called **Oxenhope, Haworth and Cross Roads Toad Rescue**. We are using Facebook for training, promotion and as a platform for sharing important documentation such as the patroller declaration form, final data and our risk assessment.
- We are in contact with other local toad groups, it's useful to share data with each and promote each others groups. Last summer we had a family toad social with games, craft , food, networking and a miniture raillyway. This was organised as a joint event with Sue Pachett's groups in Keighley/Riddlesden area.
- We still use What's App to coordinate patrols and share data and this works well.
- **TV-** I got approached by Emily Kerr, journalist working for ITV's Calendar News. It was a bit late in the season for a film crew but it's in her diary for 2024! I have sugested she contacts Froglife too as I know you have a media team and we want to get it right and use this opportunity to promote amphibian conservation.
- **Donations-**Pickard Hardware kindly donated 48 small torches with batteries and lots of buckets and high Viz's.
- It was lovely to welcome 2 Ukrainian families to our toad group this year. Several children have been doing toady artwork, these images have been shared on our Face book page and on the childrens' end of season certificate. I will share a copy of the certificate with you at Froglife. Our younger patrollers look forward to getting their certificate and many took it to school for rewards assembly/ Show and tell.
- Using the portal was a step too far for us for 2023 but I have noted everyone's names and email address and we hope to be portal savvy by 2024!

Site's Manager- Jane Topham

BACK LEEMING, BULL HILL AND DENHOLME ROAD

Date	Toads	Frogs	T-Deaths	F-Deaths	Temp
Fri 10/3	1				4
Mon 13/3	9	9	1	3	8<6
Thur 16/3	24	11	2	1	9<8
Fri 17/3	41	14	5	1	9<8
Sat 18/3	82	15	4	2	9<6
Mon 20/3	192	7	10	5	11<9
Tues 21/3	76	4	7		9<8
Wed 22/3	32	3			9<7
Thur 23/3	17	2	2		8<7
Fri 24/3	14				8<7
Sat 25/3/3	4	2			6<4
Tues 28/3	10				8<7>9
Wed 29/3	254		8		12<10
Thur 30/3	270		12		9<8
Fri 31/3	118		7		7<6
Sat 1/4	52				7<5
Sun 2/4	16				7<4
Tues 4/4	2				9<6
Wed 5/4	118	13	9		8
Thur 6/4	39		3		7<6
Fri 7/4	35		3		8<6
Sat 8/4	37		5		10<8
Sun 9/4	131	3	11		11<10
Mon 10/4	46	3	2		7<6
Tue 11/4	30				7<6
Sat 15/4	15				9
Sun 16/4	73	2	4		11<9
Mon 17/4	81	2	5		10<8
Tue 18/4	13				8<6
Wed 19/4	4		1		7<6
Thur 20/4	4				8<7
Fri 21/4	11				7>8
Sat 22/4	10				9<8
Fri 28/4	5		1		10<9
Sat 29/4	3		1		10<9
Sun 30/4	11		2		11
Totals	1880	90	105	12	

BLACKMOOR ROAD

Date	Toads	Frogs	T-Deaths	F.Deaths	Temp
Sun 12/3		2			8<6
Mon 13/3	1	1		1	8<6
Thur 16/3	12	2	1		9
Fri 17/3	17	2	1		9<8
Sat 18/3	36	5	3		8<6
Mon 20/3	87	1	15	1	11<10
Tues 21/3	10	3			9<8
Wed 22/3	2				9<7
Tues 28/3	5		1		8<7>9
Wed 29/3	81	3	15		12
Thur 30/3	26				9<8
Fri 31/3	19		2		7<6
Wed 5/4	20		4		8
Fri 7/4	4		1		7<4
Sat 8/4	2		1		10<8
Sun 9/4	13		1		11<10
Sun 16/4	11		1		11<9
Mon 17/4	11		1		10<8
Totals	356	19	47	2	

BROW-TOP

Date	Toads	Frogs	T-Death	F-Death	Temp
Fri 17/3	9		17		8
Sat 18/3	42	11	27	5	8<6
Sun 19/3			1		6<5
Mon 20/3	201		137	1	11<10
Tues 21/3	81	5	24		9<8
Wed 22/3	18		8		9<7
Thur 23/4			6		7<6
Tues 27/3	1		7		8<7>9
Wed 28/3	218	2	41		12<10
Thur 29/4	89		16		9<8
Fri 30/4	25		6		7<6
Wed 5/4	25		11		8
Sat 8/4	1				10<8
Sun 9/4	18		5		11<10
Mon 10/4	1		3		6<5
Sat 15/4	1				9<8
Sun 16/4	35		3		11<9
Mon 17/4	9		1		10<7
Fri 21/4	3		3		7>8
Sat 22/4	1		1		9<8
Sat 29-4	2		3		9
Sun 30/4	19	1	7		11<10
Totals	799	19	327	6	