



OXENHOPE VILLAGE COUNCIL

PO Box 883
Halifax
HX1 9TZ

Signed: *Janet Foster* 4th August 2023

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 9th August 2023 at the Methodist Church, West Drive, Oxenhope BD22 9LJ

AGENDA

126/23 To receive apologies for absence given in advance of the meeting
To note any apologies offered.

127/23 To consider the approval of reasons given for absence
To consider approval of absence.

128/23 Disclosures of Interest
To receive disclosures of pecuniary and other interests from members on matters to be considered at the meeting.

129/23 Applications for a Dispensation
To grant, or otherwise, the applications for dispensation as received by the Clerk.

130/23 Minutes of Meetings (previously circulated to Members)
a) To confirm the minutes of the Village Council's annual meeting held on 12th July 2023 as true and correct records.
b) To discuss any matters arising from the minutes.
c) To receive information on the August Outstanding Issues Report (Appendix 1) and decide further action where necessary.

131/23 Public Question Time
To welcome members of the public and to receive their representations.

132/23 Guest Speakers
a) Worth Valley Ward Councillors
b) Other guest speakers

133/23 Planning Applications
To consider and decide upon the following planning application:

a) **23/02561/PNT** Installation of 2 no. replacement antenna, and ancillary radio equipment on new faceframe to existing lattice mast, 1 no. GPS module on top of gantry pole and upgrades to equipment cabinets within compound at ground level and ancillary development thereto at Oxenhope Transmitting Station, Hill House Edge Lane, Oxenhope.

134/23 Planning Application – Cross Lane (23/00027/OUT)

To receive a report on the Planning Panel meeting held on 2nd August which approved the outline planning application for the site on Cross Lane and to consider the response of the Village Council.

135/23 Safety Inspection Report (Appendix 2)

To note the safety inspection report for the Horseshoe Dam.

136/23 Village Warden's Report (Appendix 3)

To note the Warden's Report.

137/23 Correspondence (Appendix 4)

To consider and decide upon the following new correspondence:

- a) Email from Sheena Spence, YLCA about Carbon Literacy Training.
- b) Email from Jonathan Hayes, Keighley Area Co-ordinator with minutes of Local Council Liaison Meeting held on 21st June 2023.
- c) Email from Kevin Campbell-Wright, Chair of Local Governing Board, Oxenhope CofE Primary about SIAMS success.
- d) Email from resident with request to adopt a planter

138/23 Funding Opportunities

To consider the funding opportunities detailed in Appendix 5.

139/23 Climate Change (Standing agenda item)

To review plans and actions in relation to climate change.

140/23 Financial Matters

- a) To authorise, or otherwise, expenditure of £195 (plus VAT) to remove the Christmas lights from the dead cherry tree in the Rose Garden.
- b) To authorise, or otherwise, expenditure of £400 to treat the Japanese knotweed in the Horseshoe Dam and Marsh Common.
- c) To authorise, or otherwise, expenditure of £1,250 (plus VAT) for a tree survey to cover the Horseshoe Dam, Rose Garden and Marsh Common.
- d) To authorise, or otherwise, expenditure of £160 (plus VAT) for the purchase of two replacement defibrillator pads.
- e) To authorise, otherwise, expenditure of £212 (plus VAT) for the purchase of 40 bags of grit.
- f) To authorise, or otherwise, the grant application from Yorkshire Air Ambulance (Appendix 6).
- g) To authorise, or otherwise, the following accounts for payment: -

Payee	Cheque No. / Online	Amount	Description
Calderdale Council	Online	£138.00	Advert Clerk vacancy
Oxenhope Methodist Church	Online	£130.00	Room hire May to July 2023 (including hire for interviews)
Steve Thorpe and Sons Gardening Ltd	Online	£388.20	Purchase and planting of fruit trees and bushes
		£294.00	Initial weeding of central beds
		£1,188.00	Setting up new planters and ongoing maintenance
		£688.80	Rose Garden - mowing and weeding (April to June) plus purchase and planting of roses
		£2,559.00	Total
Janet Foster	Online	£17.10	Mileage July - August 2023

141/23 Trial Balance

Heading	Budget	Spend to date	Budget remaining currently	Projected Year End Shortfall (-) / Surplus (+)	Notes
	£	£		£	
Expenditure					
Salaries	26,100	8,828	17,272	0	
Village Warden (Equipment)	1,000	28	972	0	
Clerk's home working allowance	300	100	200	0	
Stationery and Printing	300	317	-17	-97	
Mobile Phone	250	68	182	0	
Postages	450	9	441	0	
Travel and Subsistence (Staff)	150	114	36	0	
Internal and external audits	400	200	200	0	
Subscriptions	1,000	746	254	0	
Room Hire	350	93	258	0	
Insurance	700	460	240	0	
Training	300	0	300	0	
Marketing	500	0	500	0	
Outreach	375	0	375	0	
Christmas Lights	2,100	0	2,100	0	
Maintenance of Marsh Common	500	110	390	0	

Neighbourhood Development Plan (NDP)	0	200	-200	-200	
Youth Club	5,200	4,420	780	0	
Website	900	464	436	0	
Contingency Fund	500	0	500	0	
Community Initiative Fund	1,500	500	1,000	0	
Maintenance of Village Council Assets	5,000	914	4,086	0	
Toilets - Community Asset Transfer	2,000	0	2,000	0	
Sculpture Trail	500	0	500	0	
Allotments	500	100	400	0	
Book - Publishing and other costs	100	0	100	0	
Bank Charges	72	30	42	0	
Defibrillators	500	0	500	0	
Summer Play Scheme	1,400	0	1,400	0	
Section 137 Expenditure	0	0	0	0	
Millennium Green	2,000	2,000	0	0	
Total Expenditure	54,947	19,700	35,247	-296	
Income	Budget	Income to date		Year end Shortfall (-) / Surplus (+)	
Reduction In reserves	9,507	0	-9,507	0	
Precept	41,960	41,960	0	0	
Rose Garden		0	0	0	
Allotment Grant	300	313	13	13	
Allotment rents	450	20	-430	0	
Book Sales	130	23	-107	0	
VAT refund	2,600	3,538	938	938	
CIL Income	0	0	0	0	
Miscellaneous	0	302	302	302	
Total Income	54,947	46,156	-8,791	1,253	
Surplus (+) / Deficit (-)				957	

142/23 Bank Reconciliation

Balance per bank statements as at	31/07/23	
Unity Trust - Current Account		£48,987.40
Unity Trust - Instant Access Account		£0.00
		£48,987.40
Net balances:		<u>£48,987.40</u>

CASH BOOK

Opening Balance 1 April 2023	£23,767.16	
Add: Receipts in the year	£46,156.39	
Less: Payments in the year (incl. VAT)	-£20,936.15	
Closing balance per cash book:		<u>£48,987.40</u>

143/23 Minor items and items for next agenda

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

144/23 Date and time of next meeting

The next meeting will be held in the Methodist Church on West Drive on Wednesday 13th September 2023 starting at 7.30 p.m.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME

Appendix 1 – August 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	28/05/23	Informed by Cllr Poulsen that Bradford Council have approved the disposal route. Ward Councillors will be consulted and a deeds check undertaken to ensure there are no legal issues.
West Shaw Lane	Request to review and reduce the speed limit	Clerk	July 2022	Proposed speed reduction discussed at Keighley Area Committee held on 20 th July 2023. The speed reduction request was not agreed. Will need to reapply for scheme to be funded in next financial year.
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	July 2023	Cllr Goulding planning to meet Haworth Parish Council to discuss.
Community Preparedness	Leaflet to be drawn up	Cllrs Allmond and Harvie	July 2023	
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	July 2023	Proposed meeting on 20 th September. Cllr Eastwood is due to attend.

Appendix 2 – Safety Inspection Report

OXENHOPE VILLAGE COUNCIL

Horseshoe Dam Area and Sculpture Trail Safety Inspection Report

Name: Nick Pearce

Date 03/08/23

	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?	yes	General pruning needed
Is the dam (by the road) in good condition?	yes	
Any sign of Japanese knotweed by the stream or surrounding areas?	yes	Already notified and known
Any debris in the stream or Horseshoe Dam area?	yes	Tree branch
Is the footpath up to Mallard View in good condition?	yes	Is OK but needs weeding
Are there any concerns about vegetation on / alongside the footpath?	yes	Low level weeds
Any defects which may cause personal injury?		None seen
Any dog fouling visible on or within close proximity of footpath?		None seen
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?		Not seen
Does the supporting wall for the playground look in good condition?		Not seen
Are all 5 sculptures on the Sculpture Trail in good condition?	yes	

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: Nick Pearce

Appendix 3 – Village Warden Report

I have undertaken the following tasks in July:

- 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, Station Rd, Heights Lane, Mallard View play area and Hill House Lane
- Horseshoe Dam: I have continued to remove and bash the Himalayan Balsam from around the dam and Leeming water prior to it setting seed. Cleared vegetation around sculpture
- Rose Garden: Removed Mares tail which has pushed up through weed barrier in fruit bush area. This task will need to be carried often during the growing season
- Millennium Green: Cut back a large amount of vegetation and over hanging trees to make room for fete stalls and marquee. Weeded cobbles at both entrances
- Marsh Lane: Cleared vegetation around seating area
- Rights of way: Cut back vegetation on footpath K 205 (Station Rd to Heights Lane). Cleared vegetation from snicket leading from Station Rd to Mallard View
- Invasive Non-Native species (INNS):
 - Himalayan Balsam: uprooted this invasive species from various areas in village mainly Horseshoe dam, Leeming water, Hill House Lane and Millenium Green. The uprooted plant must be left on site. This work has been hindered by not being able to enter the water course due to higher than normal rainfall
 - Japanese Knotweed: There are 3 areas in the Horseshoe dam and a larger area in Marsh Common, areas not easily accessible. Autumn 2022 the knotweed was injected via an Environmental Agency contractor. It has been arranged to inject the Knotweed twice this year which will incur a cost to OVC
- Water leak on Station Rd adjacent to Waterside and Lowertown opposite Beatrice Street now repaired.

Appendix 4 – New Correspondence

a) Email from Sheena Spence, YLCA

Date: 7th July 2023

Subject: Carbon Literacy Training

SHEENA SPENCE
CHIEF OFFICER
YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

Dear Clerk/Chair,

CARBON LITERACY TRAINING FOR LOCAL COUNCILS

YLCA has been approached by a member council that is aware of someone in its area that is providing carbon literacy training. Information about the course is below. We are writing to you to gauge interest in this course before we commit to facilitating it. Please add this matter to the agenda of the next council meeting and let us know if there is interest from the council. Thank you. If there is no interest, there is no need to feed back to us.

What is Carbon Literacy?

Carbon Literacy provides learners with ‘an awareness of the carbon costs and impacts of everyday activities and the ability and motivation to reduce emissions, on an individual, community and organisational basis.’ Many parish sector councils have declared a climate emergency, but their councillors and officers are not sure how to progress this. Learners who successfully complete a day’s worth of approved Carbon Literacy learning are certified as Carbon Literate. As part of their certification, participants are required to complete an Action Plan in which they must commit to a significant individual and group action to reduce carbon emissions. Upon successful assessment, a learner is awarded a uniquely numbered certificate to evidence their Carbon Literacy and confirm that they have met the requirements of the Carbon Literacy Standard.

The training is online and there needs to be a minimum of 10 participants and a maximum of 20. It is an 8-hour course (split into two 4-hour sessions). Attendance for the whole duration of the course, plus completion of the assessment form is required for Carbon Literacy certification. The cost is £135 per person. The course is delivered by Adrian Balcombe (Boston Spa, Wetherby and Villages Community Green Group Leader), in collaboration with Annie Soulsby ‘The Sustainable Life Coach’.

What will councillors and officers gain from the training?

During a day’s worth of interactive learning, councillors and officers will:

- Gain an understanding of the basic science of climate change and how climate change will affect us both globally and locally. The Carbon Literacy Project localauthorities@carbonliteracy.com carbonliteracy.com
- Learn about emissions under their influence.
- Understand the scale of the challenge, what they need to do, and which actions will have the greatest impact in helping their council reach net zero.

- Create an action plan to help reduce the carbon footprint of their local area.
- Explore strategies for talking to and influencing constituents to act on climate change.
- Be empowered to support constituents in making informed low carbon choices.
- Be empowered to mobilise change within their sphere of influence.

Yours sincerely,
Sheena.

b) Email from Jonathan Hayes, Keighley Area Co-ordinator

Date: 11th July 2023

Subject: Minutes of Local Council Liaison Meeting held on 21st June 2023

CBMDC & LOCAL COUNCIL LIAISON MEETING

Wednesday 21st June 2023 at 6 pm
Keighley Civic Centre, North Street, Keighley

MINUTES

Attendees

Local Councils

Town Cllr Rebecca Whitaker (Deputy Mayor)

Paul Myers - Clerk

Town Cllr Caroline Whitaker

Town Cllr Mike Connor (Chair)

Town Cllr Peter Corkindale

Parish Cllr Peter Allison

Village Cllr Neal Cameron

Parish Cllr Gillian Thorne

Town Cllr John Goode

Town Cllr Pauline Allon

Silsden Town Council

Steeton with Eastburn Parish Council

Silsden Town Council

ShIPLEY Town Council

Keighley Town Council

Wilsden Parish Council

Oxenhope Village Council

Wrose Parish Council

Bingley Town Council

Ilkley Town Council

Bradford Council

District Cllr Abdul Jabar (Chair)

Noreen Akhtar

Jonathan Hayes

Bradford Council

Assistant Director; Neighbourhoods & Customer Services

Keighley Area Co-ordinator

Guests

Ed Anderson, David Pearson, Kevin Sharp

Paul Chattwood & Chris Nash

West Yorkshire Lieutenancy

Dales & Bowland Community Interest Company

Apologies

Village Cllr Ken Eastwood (Chair)

Town Cllr Joe Ashton

Parish Cllr Ruthie Houldsworth (Chair)

Town Cllr Karl Milner

Clare Smith (Clerk)

Oxenhope Village Council

Clerk to Shipley Town Council

Clayton Parish Council

Ilkley Town Council

Burley Parish Council

Joe Cooney (Clerk)
Parish Cllr Su Thompson (Chair)
Paul Myers (Clerk)
Mohammed Rafiq (Clerk)
Parish Cllr Adrian Naylor

Keighley Town Council
Steeton with Eastburn Parish Council
Steeton with Eastburn Parish Council
Bradford Trident Community Council
Addingham Parish Council

1 Welcome, introductions, apologies

2 Minutes of previous meeting – 28th February 2023

Actions

Pg 3 – Planning Portal – Cllr Allison, at next review will take it forward.

Pg 4 – Trees (Bob Thorp) – Briefing Note – Jonathan will circulate with minutes

Pg 5 – Climate Emergency – Cllr Allison to share presentation with Jonathan.

Action – Jonathan to circulate to the group

Pg 6 – Representation on the LCLG – Town Cllrs Rebecca Whitaker & Caroline Whitaker received the first email about the meeting but not the second that contained the agenda. Jonathan Hayes – will look into this.

3 Matters arising

Revision of Local Council Charter

Update – Parish Cllr Peter Allison and Jonathan Hayes – still ongoing.

Changes to the CAT Policy

The Community Asset transfer policy has been discussed with the CAT board. Parish Cllr Peter Allison and Jonathan Hayes have spoken about this and are arranging to meet some members of the board to look at how to take it forward.

Parish Cllr Peter Allison – do not get replies from Estates and Asset Management. This was endorsed by a number of those in attendance. Asset Transfer is time critical when applying for money and cannot get due to Bradford Council Officers not replying.

Jonathan Hayes – There is an expectation that officers reply to district Cllrs in 5 working days.

Action – Noreen Akhtar – will take this up with the new Assistant Director, and raise with officers regarding Asses Transfer and copy Cllr Jabar in.

4. Purpose and Role of the Liaison Group – Jonathan Hayes and Parish Cllr Peter Allison

Jonathan Hayes – On the agenda for those who have not attended these meetings before.

Two purposes of the group:-

Sharing of Information – an opportunity for Bradford Council to share with Local Councils and vice versa.

Representative – The group have representation on for example the Standards Committee and the Armed Forces Covenant District Partnership.

Chairs are invited as a voting member or the Chair can delegate to attend. Clerks are also invited to attend and can also delegate another to attend.

Prior to Covid we held meetings face to face and tried to host by different Councils. Accept that we all have other meetings so meeting dates chosen are not always good for everyone.

We ask for suggestions for agenda items which we try and accommodate along with AOB.

We also have a Standing Item – Climate Emergency where Local Councils can share information.

Question – where on the Charter does it say that Chairs attend and send a representative if they are not available?

Parish Cllr Peter Allison - On with the next draft of the Charter and it is likely that the proposal wording will be less prescriptive than it currently is now. If there is a particular agenda item that a number of people from one Council would like to attend for then that is good but the main thing is that there is only one vote per Council.

Village Cllr Neal Cameron had previously attended these meetings a couple of years ago and they were driven by Bradford. Getting a response from Ward Cllrs varies, some no response, and some are very proactive.

5. Lord Lieutenant of West Yorkshire – Ed Anderson

The position is still appointed by the King and Ed has been covering West Yorkshire in this role for nearly 5 years.

Duties include arranging and hosting royal visits, as there are now fewer working royals these have reduced. Also present Honours and Awards – nominations can be interfaith, organisations and Institutions that are involved in their local communities.

West Yorkshire Lieutenancy is the third largest in population.

Team Vice Lord Lieutenant is Helen Thompson at Kirklees, we have 58 Deputy Lord Lieutenants and a Clerk who is a Deputy Lord Lieutenant.

We cover 100's of events and are happy to support events you have going on in your area.

Ed had personally undertaken 300 events a year, do allocate engagements to Vice and Deputy. When we attend events we attend as the Kings representative and take precedence, ie first to lay a wreath, last in church, sit at the front, first out etc.

Kings Award for Enterprise and Voluntary Service – we actively promote these awards. Businesses eligible for Enterprise Award need to go on the website and apply – this award is recognised across the world. The Awards for Voluntary Service covers charities and voluntary groups – criteria is that they need to have been financially sound for 3 years, exceptional, led by volunteers. They have to be nominated by someone not within the group. The Lord Lieutenancy would like help from the LCLG to put forward voluntary

groups.

Kevin Sharpe, Deputy Lord Lieutenant

The honours given are marketed as the MBE for Voluntary Service and this stays with the group for life, can use emblems on their letter head etc. This opens doors for voluntary groups. Information is on our website www.westyorkshirelieutenancy.org.uk. This is the same for the Kings Award for Enterprise.

An example about how this worked for a company was highlighted. The company had 11 employees and was chasing a contract in the USA, once awarded what was the Queens Award the contract was quickly awarded.

Individuals – if you know someone who deserves recognition by way of an Honour then forms can be downloaded along with letters of support.

Attend events such as garden parties, church services, other religious venues, just need to ask and we will try and attend.

Re-start a Heart in schools – National event 16th October. If you know of any schools that are involved and would like attendance by Lord Lieutenancy we are happy to attend.

David Pearson – Deputy Lieutenant

Email – mail@wylloffice.org.uk

Telephone 01937 845991

David asked if those in attendance had heard of the West Yorkshire Lieutenancy – there was a show of hands. Yes, quite well known.

Is planning to email out to the group to create an informal network.

Questions

Can a Lady be a Lord Lieutenant?

Originally they were all men until the 1960's. Now there are more Lady Lord Lieutenants being appointed nearly 50:50. They are called Lord Lieutenants. The Uniforms are supplied by a company in Haworth.

6. Dales Bus – Paul Chattwood, Dales and Bowland Community Interest Company

Email - paul@dalesandbowland.com

The Dalesbus is volunteer run, not for profit, social employer set up in 2007. We try to plug the gaps of other transport companies. For example – the Sunday bus link from Ilkley and Skipton was felt to be unsatisfactory and needed providing. Run the buses in the Dales and rural areas, and every bus that runs on a Sunday or Bank Holiday is managed by ourselves. We have to raise a large amount of money to keep them running.

We facilitate along of travel and used by residents, travel to work, people who do not drive, provide access to green space that is beneficial to health and well being.

Our role is fund raising, we provide the timetables/production of and then

contract out the service. The timetables promote all public transport around the Yorkshire Dales – copies available at the end of the meeting.

Always interested in financial ways people can help. A third of the area covered by this group are covered directly by our services but would like to do more.

Questions/Comments

As you are volunteer led it was suggested that they could be eligible for a Kings Award for Voluntary Service but would need external nomination. Paul Chattwood – we are based in North Yorkshire.

It was felt that this group could help promote the service by putting information in their newsletters on their website etc. This could be provided by Dales Bus.

Do you get donations from members of the public?

We work with Charitable Trusts – support from individuals donations are welcome. We have a link to a local just giving page on our website dalesbus.org.

Do you have to book ahead, concerned if busy might not get a seat?

No you cannot book. We use large buses. All passes/concessions also apply along with the current £2 fare cap.

Do you use busses with blacked out windows?

No these are not our buses. The service through Addingham potentially does that run by North Yorkshire Council.

Criteria for starting a new route?

There are a number of contributing factors – look at where there is demand, potential funding to support, are we able to get an operator at a reasonable price, may struggle to get drivers.

How do we get a bus from Silsden to Skipton?

We do not compete with other companies and this is covered by Transdev.

It is not the agenda for this meeting

Councils will consider this review at their next meeting. Lewft JH know their decision and make revision in charter.

7. Climate Emergency – All - This is a Standing Agenda Item. Action – Parish Cllr Peter Allison will circulate the Yorkshire and Humberside Climate Presentation.

Oxenhope are looking at the possibility of a Micro Hydro Scheme. Action - Shipley – will circulate a copy of the published report from their Survey

Parish Cllr Peter Allison – Nature Recovery Strategies – Nationally, focus on West Yorkshire. All planning applications now have to provide bio diversity

plans to offset their building works. We need to find areas that would benefit from the money so the money benefits our area.

8. Any other business –

Voter ID requirement for elections – Town Cllr Pauline Allon Had statistics Ward by Ward. A number of people were turned away. In Bradford there were 498 people turned away, 48 turned away from Manningham. Need to prepare for next elections.

Noreen Akhtar, Assistant Director, this was mandated by Central Government. There was some Communication and marketing about it. Bradford District has a diverse range of people and languages. Noreen had been a Polling Inspector in Keighley Central. As a Local Authority we wanted to capture this information to look at lobbying Central Government. The vast majority of those turned away were disappointed but did come back. We are lucky in Bradford that we have a good number of polling stations so people are in walking distance. Turned away as they didn't have the correct ID available with them.

Is there a role for Local Council's?

Yes, Local Governance for lobbying.

Action - Noreen Akhtar will pass concerns to Elections.

Representative from LCLG for CBMDC Standards Committee – Jonathan Hayes

We currently have one representative for Shipley. The other representative was from Keighley but they did not stand for re-election so now have a vacancy.

Any nominations?

Neal Cameron (Oxenhope) put his name forward.

Show of hands – carried

LGA Model Code of Conduct – Mandatory requirement re training – requested by Clare Smith, Ilkley Parish Clerk.

Would like to know if Bradford Council could support Local Councils with this requirement of mandatory training on Child Sexual Exploitation and what other Local Council Members have completed this training. Noreen Akhtar – Parish/Town Councils' are eligible to attend Bradford Council Safe Guarding Training and will share contact details/circulate. Parish Cllr Peter Allison – Wilsden Parish Council adopted the LGA Standard but did not adopt the section on Child Exploitation (took it out).

9. Date and Time of next Meeting – Chair

Would you prefer online meeting or in person. Majority voted for in person. Wilsden are happy to host.

Date of next meeting – September. Jonathan Hayes will liaise and put forward a date.

**c) Email from Kevin Campbell-Wright, Chair of Local Governing Board,
Oxenhope CofE Primary
Date: 28th July 2023
Subject: SIAMS success**

Dear Councillors and Robbie,

Can I please bring to The Village Council's (and Robbie's) attention Oxenhope Primary School's success in our SIAMS inspection.

Unlike OFSTED, that looks at the school's educational outcomes and the leadership processes, SIAMS looks at the school's Christian character.

While I know there are Councillors amongst you who do not favour religious education, it should be noted that this looks at spirituality in its widest sense, focussing on skills we help children develop to question, explore and develop critical thinking skills. Indeed, inspectors were cheered to see that children were equipped to become "agents of change" in the world. The school achieved "Outstanding" in 2016 and I'm delighted to share that we maintained this, the highest grade available (now called "Excellent").

I'm sure Councillors and Robbie will want to join me in paying tribute to our (officially!) Excellent leadership team, Alice Jones and Jo Brown. Jo's hard work in ensuring the school's vision was front and centre in its delivery and Alice's overall leadership over the past three years have been central in achieving this result and the culture that has enabled it to happen.

Councillors can read the report in full here:

<https://www.churchofengland.org/sites/default/files/2023-07/siams-report-oxenhope-cofe-primary-school-142946-06072023.pdf>

Kind regards

Kevin Campbell-Wright | Chair of Local Governing Board, Oxenhope CoE Primary

**d) Email from resident
Date: 26th July 2023
Subject: Request to adopt a planter**

There's a flower planter at the end of Shaw Lane. It's very overgrown. It doesn't look like one of the ones the Village Council bought a few years ago. Could the Village Council adopt it please and tidy it up?

Many thanks,

Appendix 5 – Information on Funding Sources

GRANT FUNDING AND SOURCES OF FINANCIAL HELP (Listed in White Rose Bulletin dated 14th July 2023)

Sports England small grants programme

Sports England want to support projects that bring communities together and provide sport and physical activities for people who may be less physically active. Sports England also particularly wants to support projects focusing on environmental sustainability.

They believe that communities that work together and share resources provide a stronger and more sustainable impact. Sports England wants applications from projects that demonstrate how they connect with their communities, make the best use of the existing skills and assets in an area, and will provide the biggest possible impact to those who need it most.

Sports England also wants projects to show how they've sought to reduce their impact on the environment through the goods and services they use to deliver the activity. Please be aware that Sports England always has more applications than they are able to fund, so its priority is to support projects working with people in disadvantaged communities.

The closing date for applications is 31 March 2024. More information can be found here: [Small Grants Programme | Sport England](#)

Species Survival Fund launched

The Department for Environment, Food and Rural Affairs on 30 June 2023 launched a: £25 million Species Survival Fund to increase the creation and restoration of natural habitats and help drive the action we need to halt the decline in species. The funding will support projects with grants of up to £3 million to tackle habitat loss, safeguard our fragile ecosystems and create nature rich landscapes full of wildlife friendly habitats such as grasslands, woodlands, and wetlands. For more information click on the link provided. Councils, environmental not-for-profit organisations, National Park Authorities and Areas of Outstanding Natural Beauty, farmers and land managers are all invited to apply for the funding.

To further drive nature recovery, 48 individual councils will receive allocations from a £14 million funding pot to work with their local communities to develop a tailored nature recovery strategy for their area.

Community Ownership Fund

The government has issued further guidance on how Community Ownership Fund applications are to be assessed and shortlisted before going through the Ministerial decision-making process. Click: [here](#) to read the detailed government guidance.

You can access useful information from the recent Community Ownership Fund online information session, co-hosted by SLCC and the National Association of Local Councils (NALC), where the Department for Levelling Up, Housing and Communities (DLUHC), and Locality, gave in-depth presentations on the application process, funding eligibility, considerations, and Locality's support programme.

[Click here](#) to view the one-hour event recording.

The Coronation Living Heritage Fund update

The Department for the Environment, Food and Rural Affairs (Defra) will launch in

August the Coronation Living Heritage Fund, a fund to support local tree planting projects and small tree nurseries across our communities, in celebration of the Coronation of His Majesty King Charles III this year.

Funding will be available for projects that fit under one of the following five options. Councils can apply for up to two of these options, for awards of £10,000 – £50,000 capital per option:

- •_Coronation Tree Packs: funding for free or subsidised trees schemes, administered by councils, for local residents and organisations
- •_Coronation Miyawaki Woods: enabling councils to plant miniature areas of woodland in urban areas, using the Miyawaki method for rapid establishment
- •_Coronation Community Orchards: enabling councils to provide grants to local people and groups to establish community orchards
- •_Trees on Farms: enabling councils to provide grants for local farmers and residents, for tree planting on agricultural land
- •_Small and Community Tree Nurseries: enabling councils to support small and community-run tree nurseries to set up, increase their production, improve their biosecurity practices, or fund audits or an adviser or group scheme leader for the Plant Healthy certification scheme.

The fund will launch in the first week of August and the application window will be open for five weeks. All documentation will be published on the Governments website: GOV.UK when the fund is launched.

Defra is encouraging potential applicants to consider the options ahead of the application window opening. County councils, unitary authorities, and metropolitan and London boroughs will be eligible to apply directly, and other councils are encouraged to contact their county authority to express an interest. If you have any questions, please contact: CLHF@defra.gov.uk

Email from Bradford Council

Better Neighbourhoods Funding for Area Committees launch

Colleagues

Please share this with your Area Chairs / members / community groups and wider team members. In addition, can you also promote this through your social media and other community engagement routes.

We are launching a climate change fund today for groups to apply across the district funded by the West Yorkshire Combined Authority. We have received £397,324 plus 10% for administration / management costs as part of the 'Better Neighbourhoods' programme. The programme will run for 2 years ending on 31 March 2025.

Community groups can apply for funding for between £5k to £50k through a two stage process. The grant funding will be allocated through the five Area Committee Grants Advisory Groups supported by colleagues from Clean Air Team.

The funding will be split across the five areas and further details on apportionment of funding will follow shortly.

Information is available online via the following link:

Guidance for Bradford district applicants

Bradford Council is working in partnership with the Mayor of West Yorkshire, Tracy Brabin, and the West Yorkshire Combined Authority to offer grants to community groups to support climate friendly projects as we work towards a just transition to a net zero carbon region.

This includes supporting communities that may struggle to achieve net zero on their own.

In the Bradford district, our goal is to achieve net zero carbon by 2038 and we need everyone on board to make this possible.

The scheme aims to inspire behaviour change and raise awareness in communities whilst improving our sense of place.

These grants of between £5,000 - £50,000 will support community proposals for:

Energy – local clean and flexible energy solutions

Building – healthy, affordable and efficient community buildings

Transport – walking, cycling and public transport

Nature – green and climate ready nature and biodiversity solutions

Community organisations (Voluntary, Community or Social Enterprises) will engage local residents on working towards common goals, setting up projects at neighbourhood level which will reduce their carbon footprint and support climate resilience and sustainability.

Projects may include:

Developing locally generated clean energy schemes, producing onsite energy/renewable energy, for example solar panels, wind turbines

Making community buildings resilient to climate change and increased fuel costs, through insulation, A-rated appliances, LED lighting or heat pumps – reducing consumption and promoting good practice to local residents

Reducing car and fossil fuel usage by making it more appealing to cycle, walk or use public transport

Finding ways of working with nature, such as preserving or increasing biodiversity in our green spaces, strengthening the link between residents and nature through access to green space, local food growing, and creating opportunities for people to connect with nature.

What we want to see

Your project should be driven by an understanding of local needs, developing your ideas with the people in your community.

The funding is focused on activities that have the potential to make a meaningful and lasting difference to the carbon footprint of your community.

It is important that the changes made are sustainable beyond the funding we might give. Long-term changes in behaviour, ways of working and practices need to be at the core of all local climate change activities.

We would particularly welcome ideas attracting match funding and partnership working.

What else do I need to know?

The application process is in two stages – stage one is an expression of interest, and stage two a detailed application. You will be invited to submit a detailed application if the grants panel are satisfied with your expression of interest.

An initial assessment will be made by a small group of officers on the content and strength of the expression of interest. Recommendations will be made to the grants panel who will make a decision on successful groups who will then be invited to take part in the next stage of the process i.e. to submit a detailed application. We will inform applicants about the outcome of their expression of interest as soon as possible.

Projects which cross constituency boundaries can be considered.

Organisations must have a registered bank account in the name of the organisation, and they must be able to demonstrate fair and transparent governance arrangements, including an Equal Opportunities policy.

Organisations working with children or vulnerable adults will need to demonstrate appropriate safeguarding policies.

A group or organisation can only apply once.

The funding is available district- wide and will be administered through the Council's Stronger Communities team.

Funding must be spent by December 2024.

A report on the project and copies of receipts evidencing how all the money was spent should be submitted by December 2024 and an evaluation will also be carried out by WYCA by March 2025.

How do I apply and when is the deadline?

[Expression of Interest Form \(Word document\)](#)

Click the button above to complete the form or download from our documents box.

Please send all complete forms to stronger.communities@bradford.gov.uk.

We will accept expressions of interest from Tuesday, 18 July up to **Monday, 4 September 2023**.

Organisations who are then invited to submit full applications must do so by **Monday, 2 October 2023**.

Grant panel decisions will be issued by **Monday, 30 October 2023**.

Regards

Ishaq Shafiq
Bradford South Area Co-ordinator

Appendix 6 – Yorkshire Air Ambulance Grant Application

COMMUNITY GRANT APPLICATION FORM

Name of Organisation/Group: Yorkshire Air Ambulance (YAA)

Name of Contact	Marianne Haworth
Contact Address	Cayley House, 10 South Lane, Elland, HX5 0HQ
Telephone No.	07825 894 650
Email Address	m.haworth@yaa.org.uk

Description of reason why funding is being requested (continue on separate sheets if necessary)

Background

Yorkshire Air Ambulance (YAA) is an independent charity providing a lifesaving rapid response emergency service to over 5.4 million people across Yorkshire, every day of the year.

Few people appreciate that NHS land ambulances do not carry doctors and paramedics cannot administer many potentially lifesaving drugs or perform medical procedures.

Our Critical Care teams of advanced trauma paramedics and doctors monitor and respond to 999 calls from our dedicated Air Desk at Nostell Air Support Unit. The helicopters can reach the scene of an incident within minutes. The service brings emergency hospital care to critically injured or sick patients at the scene, quickly reaching incidents in Yorkshire's rural, isolated or congested locations, thereby saving vital minutes.

The swift medical interventions provided on scene-including blood transfusions, general anaesthesia and certain surgeries-can have a major impact on a patient's chance of survival and subsequent quality of life.

Following assessment of a patient, they can be carried at speeds of 160mph to the most appropriate major trauma centre in Leeds, Hull, Sheffield or Middlesbrough, to provide follow on care and lifesaving treatment. The average flight time is just 12 minutes.

Both our aircrafts are fully night capable, allowing us to operate until midnight weekdays and up to 10pm weekends.

YAA receives no government funding, relying solely on donations and grants. To keep both of our Air Ambulances flying as and when required, we need to raise £19,000 each, equating to £6.9Million per year.

Funding Request

Funding is sought towards the essential purchase of aviation fuel for our current two helicopters to deliver our service.

On average each mission takes 45 minutes of flying time, using 243 litres per mission.

The cost of aviation fuel, which is different to fuel used in standard vehicles, has risen from historic prices of between 56p to 70p per litre to around £1 per litre. **This means each mission costs an average of £243.**

Each mission involves rapid deployment of the aircraft which can be airborne within 2 minutes of the initial emergency call. We work in collaboration with Yorkshire Ambulance Service who second paramedics and doctors to work alongside us. Once on scene doctors and paramedics begin stabilisation of the patient/s as soon as possible. This fast response is vital to those who have undergone major trauma, including those with head and spinal injuries to minimise injury, as the helicopters are able to bypass traffic congestion and uneven terrain.

Based on the medical teams assessment, local hospitals can be bypassed in favour of specialist trauma centres

for a patient to access the best possible treatment to save their life or prevent life-changing illness. On average 90% of patients airlifted are flown to a Major Trauma Centre where it is proven people have a 30% greater chance of recovery and/or improved quality of life than otherwise expected.

It is widely recognised by senior medical clinicians that if a seriously injured patient receives treatment within the first 60 minutes at the appropriate treatment centre for their condition, then this provides the best chance of survival with minimum long term disability.

Our statistics demonstrate the continuing and increasing need for our emergency service and show from April-March 2022, our two Air Ambulances:

- Flew **1,701 emergency missions** - up 20% from the same period in the previous year
- Treated **1,211 patients at the scene**, stabilising the seriously injured before onward transport to hospital / major trauma centres due to their life-threatening injuries, up by 24% from the previous year.

Of the 1,211 emergencies we attended, **369 patients** were in West Yorkshire:

- the primary cause of an incident was a road traffic collision which I know will be a particular concern around schools.
- 65% patients were male and 23 % female (12% secondary patients)
- Whilst we attend to patients of all ages, the majority (33%) of our patients were aged 40-65 and 28% aged 17-39.
- 68% [269] of patients required high-grade pain relief not available from land paramedics, giving of blood on scene, and a number of surgical procedures at the scene, including placing someone in a medically induced coma and taking over their breathing to protect their organs.

Beneficiaries and local missions

YAA services are lifesaving for thousands of people; ensuring good health and creating stronger, better communities, which helps to bring a long-term benefit to the community.

The attached overview map, showing missions completed in West Yorkshire last year, proves how relevant our emergency medical service is to your local residents. Our advanced medical interventions, which cannot be provided by land ambulances, can mean the difference between life and death or life-limiting disabilities.

Between March 2021-April 2022, YAA attended 1 rescue mission attended in the Parish of Oxenhope.

I have also attached a patient story from West Yorkshire, telling of a man’s gratitude to the air ambulance paramedics for reaching him in time. It is often a very emotional—and for us-- humbling experience, understanding how lives touch each other, and thanks to our donors, can save one another.

The cost of a life is incalculable. The cost to send help is just £243 in fuel per mission.

Breakdown of project costs

It costs £6,000 a week in aviation fuel to provide our helicopter emergency medical service and keep both air ambulances flying as and when needed.

Following the arrival of our two upgraded 5 blade helicopters, G-YAAA on the 1st of March 2023 and G-YORX on 1st June 2023, YAA is using its current third helicopter, G-YAAC, to act as a relief aircraft on a rotational basis.

The standby helicopter will be used to increase the number of missions our crew can attend when our helicopters are out of service for their annual maintenance or to cover for unforeseen downtime, undoubtedly saving more lives across Yorkshire.

Our total fuel budget for the three Air Ambulances has significantly increased by £125,000 for 12 months from 2022 due to rising fuel costs and an increase to our projected annual flying hours to reach more patients when they need us most.

Total Cost	£ 125,000
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Amount of funding required up to £500 (in exceptional cases and subject to funding being available, additional grant award may be considered)	<p>£500 (or any contribution at the discretion of Parish Councillors)</p> <p>Funding of £650 would enable TWO lifesaving missions.</p> <p>This represents TWO people whose lives could be saved.</p>
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State (if any) how balance is to be funded for any specific activity
<p>As often as appropriate we appeal to people and organisations in the communities that we serve, to help fund our rescue work.</p> <p>As an independent charity we receive no government funding and are entirely reliant on voluntary donations, and grants from local Trusts and organisations such as yours.</p> <p>Over a six month period from October 2022 to March 2023, YAA secured £11,000 grant funding towards aviation fuel.</p> <p>All our income is voluntary and therefore the charity operates a wider ongoing community fundraising strategy to engage the public and businesses. This includes sponsorships, a lottery, in-kind donations, a clothing recycling scheme, sale of merchandise, as well as numerous community fundraising events and campaigns throughout the year. Kind legacy gifts and in memoriam donations also form much-needed income towards.</p> <p>Most importantly, an inspirational army of over 200 volunteers also proudly work alongside staff and aircrews to maximize income from all possible sources to meet any shortfalls in project costs. Our volunteers opportunities exist in all areas, including Oxenhope, helping to promote community cohesion and enhance skills which in turn can help generate opportunities for employment.</p>

Estimate of number of people project will benefit	All 2,500 ⁱ residents from the Parish of Oxenhope could benefit from our service, which is provided free of charge to anyone who needs it.
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<p>Please provide your organisation's bank details:</p> <p>Name of Account: Yorkshire Air Ambulance Ltd – Grants</p> <p>Account Number:</p> <p>Sort Code:</p>

Please send completed application with a copy of the organisation's constitution to: - clerk@oxenhopevillagecouncil.gov.uk

ⁱ Source: [City Population](#)