

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE VILLAGE COUNCIL
HELD ON WEDNESDAY 9TH AUGUST 2023 AT THE METHODIST CHURCH, WEST
DRIVE, OXENHOPE, COMMENCING AT 7.30 PM**

Present: Cllr Neal Cameron (Chair)
Cllr Kevin Allmond
Cllr Debbie Harvie
Cllr Nick Pearce

Mark Whitaker, Village Warden
3 members of the public

126/23 Chair for meeting

In the absence of the Chair and Vice Chair, Cllr Cameron was voted as Chair for the meeting.

127/23 To receive apologies for absence given in advance of the meeting

Apologies for absence have been received from Cllrs Drury, Eastwood, Goulding and Woodington and also from Worth Valley Ward Cllrs Brown, Herd and Poulsen, and Ward Officer Alice Bentley and Deputy Ward Officer Sally Teasdale.

128/23 To consider the approval of reasons given for absence

The reasons for absence were approved.

Cllr Cameron welcomed Laura White, the new Clerk, to the meeting and formally thanked Janet Foster, the retiring Clerk, for her work with the Village Council.

129/23 Disclosures of Interest

None.

130/23 Applications for a Dispensation

None received.

131/23 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the monthly Village Council's meeting held on 12th July 2023 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.
- c) The August Outstanding Issues Report was noted. The Clerk reported that Area Panel meeting did not agree funding for the speed reduction measures on West Shaw Lane.

132/23 Public Question Time

A member of the public raised the issue of mare's tail on the allotments. They said that three plots were covered in the weed, which does need addressing, or it will affect all the other plots. Cllr Allmond said he was aware of the issue.

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The Village Warden said there is also an issue with mare's tail in the Rose Garden.

There was a discussion on the best way to treat the weed. Cllr Allmond will be contacting all ploholders to ask them to address any issue on their plot. The Warden will look at the rest of the allotment area to see what work is needed.

Another member of the public asked about the two week closure of Keighley Road. It was stated the closure of the road was to provide a water supply to the sewage works.

There was a discussion on the path to the tennis courts and a resident said they would be willing to help clear path.

133/23 Guest Speakers

- a) Worth Valley Ward Councillors
None present.
- b) Other guest speakers
None.

134/23 Planning Applications Resolved:

- 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.

Oxenhope Village Council has no objection to this planning application.

135/23 Planning Application – Cross Lane (23/00027/OUT)

Cllr Harvie attended the Planning Panel meeting on 2nd August on behalf of the Village Council, and spoke against granting outline planning permission for the site on Cross Lane. However the Panel decided to approve the application for outline planning permission.

Cllr Harvie stated the outcome was disappointing but not surprising. The decision was correct on a technicality, which was the area is not designated as green space. In the Neighbourhood Development Plan (NDP) green space land has to be available for recreational use and this cannot be the case for land that is privately owned.

In the Replacement Unitary Development Plan (RUDP) several areas of the village, including the Cross Lane site, are classed as village green space. In the NDP some of them were dropped, as Bradford Council stated that the NDP would not pass if the Cross Lane site and two fields at top of Moorhouse Lane were included.

It was seen as a positive that the outline permission was only for nine houses, but the loss of green space would be detrimental.

Cllr Cameron pointed out that the NDP did not refer to specific green corridors or define where the breaks between settlements would be. As the Bradford Local Plan has not yet been adopted, it was unclear whether the NDP is statutory.

Cllr Harvie said the NDP was referred to at the Planning meeting but it did not provide grounds for refusing the planning application. One Ward Councillor did abstain as they did not agree with the decision, but there were no grounds available on which to refuse the planning application.

Cllr Harvie asked about whether the Village Council would want to try and designate the site as a green space. She wondered if it was possible to amend the NDP. Cllr Cameron felt that as the Local Plan has not been adopted, the RUDP should apply and it designates the area as a Village Green Space.

Cllr Harvie said neighbours were investigating the cost of surveys relating to wildlife and also the mill race. They will bring this information to the September Village Council meeting.

Cllr Harvie re-iterated that the approval is currently only for outline planning permission and for nine houses, though none of them would be affordable housing. It was disappointing that in the first test of the NDP, it had been unsuccessful. The Planning Panel had wanted to reject the application, but could not find a reason to reject it. Concern about the cost of an appeal, and the likely outcome of an appeal, had swayed the vote in favour of approval.

Cllr Cameron was concerned that this might set a precedent for future planning applications. He agreed to follow up concerns with the planning consultants who advised on the NDP to see what options are available.

136/23 Safety Inspection Report

The safety inspection report for the Horseshoe Dam was noted. Volunteers have worked on clearing the Himalayan balsam and the Warden has also trimmed the area. The Warden reported that there is a lot of wildlife in the area and the different depths of water help with this. However, due to the number of cats in the area, it not ideal for ducks.

137/23 Village Warden's Report

The Warden's Report was noted. The Warden reported that, subject to financial authorisation being obtained, he has organised for the Japanese knotweed to be injected this week.

138/23 Correspondence

Resolved:

- a) Email from Sheena Spence, YLCA about Carbon Literacy Training. Noted.
- b) Email from Jonathan Hayes, Keighley Area Co-ordinator with minutes of Local Council Liaison Meeting held on 21st June 2023. Noted.

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- c) Email from Kevin Campbell-Wright, Chair of Local Governing Board, Oxenhope CofE Primary about SIAMS success. Noted. The Clerk was asked pass on congratulation from the Village Council.
- d) Email from resident with request to adopt a planter. Noted. Cllr Allmond agreed to find out if the planter is privately owned.

139/23 Funding Opportunities

Cllr Cameron thought some of the funding opportunities might be useful, especially relating to micro energy and community orchards.

140/23 Climate Change (Standing agenda item)

Cllr Harvie said she had brought salad pots to the Rose Garden for others to take and use. The fruit is being picked and there is a sign saying take for your need.

141/23 Financial Matters

Resolved:

- a) To not approve the expenditure of £195 (plus VAT) to remove the Christmas lights from the dead cherry tree in the Rose Garden. This is no longer needed as the tree surgeon has removed the lights.
- b) To authorise expenditure of £400 to treat the Japanese knotweed in the Horseshoe Dam and Marsh Common.
- c) To authorise expenditure of £1,250 (plus VAT) for a tree survey to cover the Horseshoe Dam, Rose Garden and Marsh Common.
- d) To authorise expenditure of £160 (plus VAT) for the purchase of two replacement defibrillator pads.
- e) To authorise 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
- g) To authorise 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) |

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|-------------------------------------|--------|---|---|
| Steve Thorpe and Sons Gardening Ltd | Online | £388.20 £294.00 £1,1188.00 £688.80 £2,559.00 | Purchase and planting of fruit trees and bushes Initial weeding of central beds Setting up new planters and ongoing maintenance Rose Garden - mowing and weeding (April to June) plus purchase and planting of roses Total |
| Janet Foster | Online | £17.10 | Mileage July - August 2023 |

142/23 Trial Balance

Noted.

| 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 | |

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|---------------------------------------|---------------|-----------------------|---------------|---|
| 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 |

143/23 Bank Reconciliation

Noted.

Balance per bank statements as
at

31/07/23

Unity Trust - Current Account
Unity Trust - Instant Access Account

£48,987.40
£0.00

£48,987.40

Net balances:

£48,987.40

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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: | | £48,987.40 |

144/23 Minor items and items for next agenda

The Cross Lane planning application and the planter on Shaw Lane need to be on the next agenda. Councillors asked for a discussion on the dates for the monthly meeting.

145/23 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.

The meeting closed at 8.10 p.m.