



OXENHOPE VILLAGE COUNCIL

PO Box 883
Halifax
HX1 9TZ

Signed: *Laura White* 5th October 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 11th October 2023 at the Methodist Church, West Drive, Oxenhope BD22 9LJ

AGENDA

162/23 To receive apologies for absence given in advance of the meeting
To note any apologies offered.

163/23 To consider the approval of reasons given for absence
To consider approval of absence.

164/23 Disclosures of Interest
To receive disclosures of pecuniary and other interests from members on matters to be considered at the meeting.

165/23 Applications for a Dispensation
To grant, or otherwise, the applications for dispensation as received by the Clerk.

166/23 Minutes of Meetings (previously circulated to Members)
a) To confirm the minutes of the Village Council's monthly meeting held on 13th September 2023 as true and correct records.
b) To discuss any matters arising from the minutes.
c) To receive information on the September Outstanding Issues Report (Appendix 1) and decide further action where necessary.

167/23 Public Question Time
To welcome members of the public and to receive their representations.

168/23 Guest Speakers
a) Worth Valley Ward Councillors
b) Other guest speakers

169/23 Planning Applications
To consider and decide upon the following planning application:
a) 23/03586/CLP Installation of new windows on the ground and first floor front elevation and new Velux windows located on the rear elevation. At Bents Croft, Marsh Lane, Oxenhope BD22 9RR.
b) 23/00841/SUB01 Submission of details required by Condition 4 (materials) of planning permission 23/00841/FUL. At Oxenhope Wastewater Treatment Works Land 403555 435721 Keighley Road, Oxenhope.
c) 23/03446/CPN Fell of trees. At Horkinstone Barn, Denholme Road, Oxenhope BD22 9SN.

- d) 23/03440/CPN Fell of trees - Works are to crown thin 15% and remove epicormic growth. At 19 Waterside, Oxenhope BD22 9HW.

170/23 Planning Application – Cross Lane (23/00027/OUT)

To discuss any developments relating to the Cross Lane planning application.

171/23 Village Warden’s Report (Appendix 2)

To note the Warden’s Report.

172/23 Rose Garden Report (Appendix 3)

To note the report.

173/23 Shaw Lane Public Conveniences (Appendix 4)

To consider correspondence received from Bradford Council with regard to disposal of the recreation ground toilets and to consider a draft response.

174/23 Correspondence (Appendix 5)

To consider and decide upon the following new correspondence:

- a) Email from Lee Clapham, Bradford Council about Play in parks dates for 2024.
- b) Email from YLCA regarding the **ROYAL GARDEN PARTY 2024**.

175/23 Christmas lights switch on event - proposed date Friday 24th November – To receive an update from the event leads Cllr Drury & Cllr Woodington.

176/23 Climate Change (Standing agenda item)

To review plans and actions in relation to climate change.

177/23 Financial Matters

- a) To authorise, or otherwise, expenditure of up to £200 for purchase of weedkiller and for Yorgreencic to treat Rose Garden and communal areas of allotments for mare’s tail.
- b) To authorise, or otherwise, expenditure of £30 on a wreath for Remembrance Sunday and agree Councillor to represent the Village Council.
- c) To authorise, or otherwise, the following accounts for payment: -

Payee	Cheque No. / Online	Amount	Description
Bradford Council	Online	£1100.00	Play Services For Play In Parks Events
YORgreencic	Online	£150.00	3 injections of herbicide to Japaneses knot weed at Horseshoe Dam and Marsh Common
Steve Thorpe	Online	£249.60	Mowing of Rose Garden

Oxenhope Methodist Church	Online	£40.00	Hire of church hall
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178/23 Minor items and items for next agenda

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

179/23 Date and time of next meeting

The next meeting will be held in the Methodist Church on West Drive on Wednesday 8th November 2023 starting at 7.30 p.m.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME

Appendix 1 – October 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 – Village Warden Report

I have undertaken the following tasks in September:

- 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
- Horseshoe Dam: Cut back vegetation around dam area. Arranged for tree survey to be carried out. The three areas of Japanese Knotweed are dying off after the third injection of herbicide
- Rose Garden: Met with Ian Butterfield (YORgreencic) to arrange for mares tail in fruit bush area to be treated with herbicide, weather permitting this should take place first week of October. Arranged a tree survey to be carried out
- Millennium Green: Met with Ken Eastwood (Millenium Green trust) re tree work required to conform to results of tree survey. Work scheduled to commence early in October
- Marsh Common: The large area of Japanese knotweed has had its third injection of herbicide. Arranged for tree survey to be carried out
- Allotments: met with Ian Butterfield (YORgreencic) re spraying mares tail on driveway and plot 4b. The two other affected plots (2a & 11b) have removed the majority of the mares tail however, I feel this will regrow in the spring and will at some point require spraying to eradicate the weed. The spraying should be carried out in the first week of October weather permitting
- Rights of way: Arranged to meet new BMDC rights of way officer Linda Stafford. She has responsibility for all ROW in the Keighley area
- Invasive Non-Native species (INNS) Japanese Knotweed: There are 3 areas in the Horseshoe dam and a larger area in Marsh Common. I met with Ian Butterfield (Yourgreencic) on site, I can confirm that the JPKW has been injected with herbicide, this was the third and last of the treatments planned this autumn
- Gullies: In dialogue with Assistant ward officer BMDC re routine gully cleaning in Oxenhope. The gully team are scheduled to be in the village on the 12th October covering Moorhouse Lane, Mill Lane and Station Rd and Keighley Rd on 30th October

Appendix 3 – Rose Garden Monthly Safety Inspection Report

Name: Ken Eastwood

Date: 4 October 2023

Description	Yes/No	Comments
Entrances – Are all entrances safe to use?	N	Threshold at bottom of slope with junction of main path is worn and a potential trip hazard.
Boundary Walls – Any defects?	N	
Footpaths – Any defects?	N	Two small areas on West Drive side path would benefit from patching. Tree root damage near Welcome sign has worsened. Tarmac is badly cracked, possibly worsened by frost and ice.
Seating – All benches secured to the ground?	Y	
Seating - Any defects which may cause personal injury?	N	
Litter bins – All bins secured to the ground?	Y	
Litter bins – All have bin liners?	Y	
Litter bins – None overflowing?	N	
Noticeboards – are both noticeboards secure?	Y	
Noticeboards – does any information need updating or removed?	Y	Information on Village Council, District Council and the Police needed (contact details etc.)
Electrical – Are all Christmas lights securely fixed in trees?	Y	
Electrical – Is electrical box locked and secure?	Y	
Trees – Do all trees look healthy?	Y	
Trees – Are there any branches that need trimming?	N	
Planting – Any damage to plants?	N	
General - Any dog fouling visible in Garden?	N	
Any other concerns or issues out the Rose Garden to raise with Village Council?	N	

I certify that I inspected the Rose Garden on the above date when the only defects observed were those recorded above. Ken Eastwood

Appendix 4 - Shaw Lane Public Conveniences

Correspondence from Bradford Council

Date: 22 September 2023

The Council is prepared to dispose of the freehold of the toilets or grant a long lease to Oxenhope Parish Council. This will be a general disposal under delegated authority and will not go through the community asset transfer process. To comply with S123 of the Local Government Act 1972 disposals are usually at best consideration. The toilets at Shaw Lane have a restricted market value of £3,925 and restricted rental value of £470 p.a., assume use as a public convenience and parcel drop off and collection point, which would be the usual consideration. However if the Village Council are of the opinion that the facility will promote or improve economic well-being, social well-being or environmental well-being they should provide the details of why they consider this to be the case and the Council will consider this and as to whether a disposal can proceed at less than best consideration in accordance with the General Disposal Consent 2003, a copy of which is attached.

You should be aware that although part of the built estate the public conveniences are considered part of Oxenhope Recreation Ground therefore the Council will be obliged to advertise the disposal as public open space and consider any objections that may arise, however I would not expect to receive any objections which may stop the disposal.

If you wish to discuss the above please do not hesitate to contact me.

Nigel Gillatt
Senior Surveyor Research and Development
Strategic Asset Management
City of Bradford Metropolitan District Council
Corporate Resources

Draft Response for Consideration

Oxenhope Village Council welcomes your offer to dispose of the freehold of the toilets, which is very much our preferred way forward.

To confirm, the Village Council is of the opinion that the facility will promote or improve economic, social and environmental well-being.

It is our intention to restore one of the units into a public convenience which will benefit the local community, visitors to the recreation ground and to the village. This will deliver clear social well-being benefits and further contribute to our tourism offer and resulting economic benefits.

We have several proposals for the use of the second building, each with economic, social and environmental benefits. One such use is as a 'pop-up' outlet for local artisan makers, including arts, crafts and food and drink.

A second proposal is for use by our Climate Action Group as a 'refill station' for cleaning products combined with a 'lending library' of tools and appliances.

Community supply of products without packaging would have an immediate impact on single use plastic in the village, as well as helping residents to reduce expenditure on everyday items. A lending library would allow members (residents) to borrow items at a low cost, delivering economic benefits welcome during the cost-of-living crisis.

The uses being considered will deliver local benefits to the village and we would ask that you therefore consider progressing a disposal at less than best consideration. The assets will be made available for public use, at our expense. We are not asking the Council to dispose of assets for resale or commercial advantage. They will be owned and maintained by a local government body, for the benefit of Oxenhope.

The Village Council would also ask that you give some consideration to another matter. The recreation ground toilets were commissioned and constructed by the former Oxenhope Urban District Council. They were paid for by residents and businesses in Oxenhope. The Urban District Council was abolished in the 1930's and its assets vested in Keighley Borough Council, which was in turn abolished and its assets vested in CBMC under the 1972 Local Government Act. At no time was the value of the assets considered.

Bradford Council has had responsibility for the assets for 49 years, during which time they have deteriorated and indeed been closed to public use for 22 years. Asking the people of Oxenhope to pay for their return does not seem appropriate or in any way reasonable.

Circular 06/03 recognises that there may be circumstances where an authority considers it appropriate to dispose of land at an undervalue, if satisfied that the circumstances warrant such action. We suggest the circumstances described above are relevant considerations and we would encourage you to consider disposal in return for a one-off peppercorn sum.

We look forward to hearing from you in due course.

Cllr Ken Eastwood
Chair, Oxenhope Village Council

Appendix 5 – New Correspondence

a) Email from Lee Clapham Bradford Council

Date: 21st September 2023

Subject: Summer 2024 - Play In Parks

Hi Laura

That's great news, your dates are now in the diary.

This is an overview of what we deliver on your behalf in terms of our "Play In Parks events" from 11:00 – 15:00 in your selected Park where families are encouraged to come along, bring a picnic and enjoy the fun :

Staffed activities :

1 x inflatable for under 5's

1 x inflatable for over 5's

Open access activities :

Swing ball

Kwik Cricket

Rounders

Mini Football Goals + Footballs

Mini Golf Putting Green

Giant Snakes & Ladders

Giant Connect Four

Skipping Ropes

Hula Hoops

Space Hoppers

Frisbies

Also provided :

Music

3 x Uniformed CBMDC Staff (DBS certified & First Aid qualified)

Basic First Aid kit

CBMDC Parks keys for access to all parks and recreation grounds

Relevant Parks booking forms submitted to the CBMDC Parks Dept

Event safety plans / Risk assessments / PSLG forms submitted to the CBMDC

Emergency Planning Team

CBMDC Public Liability Insurance

Refreshments via Rossis Ice Cream if required.

Cost : £700 + vat / per event

I will submit all the relevant paperwork in due course to the relevant departments.

Please let me know if you require any further information and I will be more than happy to assist you.

Kind Regards

Lee Clapham

b) Email from YLCA

Date: 2ND October 2023

Subject: ROYAL GARDEN PARTY 2024

RUTH BATTERLEY

TEAM SUPPORT AND MEMBER LIAISON OFFICER

YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

Good morning West Yorkshire area clerks,

ROYAL GARDEN PARTY 2024

The Joint Executive Board of the YLCA agreed on a new policy concerning how nominations are made for places at the Royal Garden Party.

For the 2024 Royal Garden Party (usually held in May), nominations are invited from local councils and parish meetings in West Yorkshire. The guidelines for the nomination of candidates is included on the attached nomination form.

If the council/parish meeting would like to make a nomination, please complete the form and return to: admin@yorkshirelca.gov.uk by no later than 14 December 2023. All nominations that meet the guidelines will then be placed in a hat, to be drawn by the YLCA Royal Garden Party Committee at their meeting early in 2024 (after NALC has advised the number of tickets to be allocated to Yorkshire local councils for 2024).

To enable the council to consider this, please include an item on the next council/parish meeting agenda.

Yours sincerely

Ruth Batterley
Team Support & Member Liaison Officer