

**MINUTES OF A MEETING OF OXENHOPE VILLAGE COUNCIL
HELD ON WEDNESDAY 12th JUNE 2024
AT THE METHODIST CHURCH, WEST DRIVE, OXENHOPE, 7.30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr Neal Cameron
Cllr Debbie Harvie
Cllr Ashwaan Joomun
Mark Whitaker (Village Warden)
Jill Eastwood (Interim Clerk & RFO)

Also Present: Worth Valley Ward Councillor, Chris Herd
20 members of the public

Minutes

301/24 Appointment of Clerk & Responsible Finance Officer (RFO)

The appointment of Jill Eastwood as Interim Clerk & Responsible Finance Officer was proposed by Cllr Harvie and seconded by Cllr Cameron. Approved by Council.

302/24 Apologies for Absence

Apologies for absence were received from Cllrs Robert Goulding, Nick Pearce, Rachel Woodington and Ward Cllrs Rebecca Poulsen and Russell Brown. The reasons given for absence were approved.

303/24 Disclosures of Interest

- a) Declaration of interest received from Cllr Neal Cameron in respect of the Planning Application for Oxenhope Primary School.
- b) No written requests for dispensations for disclosable pecuniary interest were received.
- c) No requests for dispensation were received.

304/24 Minutes of Meetings

- a) The minutes of the Village Council meeting held on 8th May 2024 were confirmed as a true and correct record.
- b) The outstanding issues report was noted. Cllr Harvie raised the issue of the nonattendance of Simon D'Vali at the meeting. Ward Cllr Herd stated he had since spoken to the officer who apologised for missing the meeting. Email invite to be sent. Cllr Eastwood stated no progress had been made with the asset transfer of the toilets. Cllr Eastwood also stated that the CBMDC officer who had highlighted the possibility of a grant for the Electric Charging points had now left and it is unclear who to contact. The Clerk to follow up.

305/24 Public Question Time

A member of the public noted that the Horseshoe Dam report was missing off the agenda and queried the costs incurred for the Christmas lights. The Chair apologised for the missing report and explained that the Council had been dealing with some administrative issues. He also explained that the Christmas Lights costs were for removing, testing and replacing as necessary the lights in the Rose Garden cherry trees and the central trees. This also enabled the trees to be pruned safely. This is usually done every three years but had not been done for some time. The lights attached to the lampposts in the village centre are a separate cost.

306/24 Guest Speakers

- a) A presentation was given by Nick MacKinnon on the 'Stop Calderdale Wind Farm Campaign'.
- b) Worth Valley Ward Councillors
Cllr Herd stated that an Environment Officer from Bradford Council had inspected Cock Hill and could not find any evidence of the fires that had been reported by residents. He will continue to monitor the matter.

Inspector John Barker has agreed to install ANPR cameras on Hill House Edge Lane.

Manorlands 50th Anniversary was a good presentation. Cllr Harvie stated that she would contact Manorlands to connect with the Village Council.

Some concerns had been raised regarding the Community Pay Back initiative due to allocated work not being completed or not being done particularly well.

Dog fouling signs have been put up.

307/24 Planning Applications

Resolved:

- a) **24/01378/HOU** – Garage conversion with a new pitched roof. New windows, doors and timber decking. 3 Crossfield close, Oxenhope BD22 9SE.

Oxenhope Village Council has no objection to this planning application.

- b) **24/01493/HOU** – Raised patio area to rear (retrospective). 30 Shaw Lane, Oxenhope BD22 9QL.

Oxenhope Village Council has no objection to this planning application.

- c) **24/01438/FUL** – Car parking, bike shed, demolition of outbuilding, entrance changes and new security gates. Oxenhope CE Primary School, Cross Lane, Oxenhope BD22 9QL.

Cllr Harvie raised concern over access to the children's play area which was noted as a long standing issue.

Oxenhope Village Council has no objection to this planning application.

- d) **24/01166/FUL** – Construction of dwelling. Long Ridge, Shaw Lane, Oxenhope BD22 9QL.

Oxenhope Village Council has no objection to this planning application.

308/24 Safety Inspection Reports

The Rose Garden Safety Inspection Report was noted. Cllrs Harvie and Cameron gave verbal updates on the Allotments and Marsh Common, respectively.

Cllr Harvie to progress discussion with allotment tenants re. uncultivated plots, plots becoming vacant, maintenance issues and overdue rents.

Cllr Cameron to make further enquiries with regard to a possible shelter on Marsh Common. A visit to the common to be arranged with the Warden and Cllr Cameron to review a number of issues, including the condition of the entrance and some required tree and boundary works.

309/24 Council Improvement and Modernisation

- a) Resolved to subscribe to Scribe Accounts.
- b) Resolved to purchase an Apple MacBook Air and subscribe to Microsoft 365 Business Standard licence (office applications) software package.

310/24 Village Warden’s Report

The Warden’s report was noted. Members confirmed previously authorised works to the Rose Garden footpaths should proceed, with the full footpath resurfacing option being progressed with the contractor.

311/24 Correspondence

Resolved:

- a) Keighley Area Coordinator’s Office – Briefing note for potential members to Bradford Local Access Forum noted. Cllr Cameron to consider participation when appropriate.
- b) Amphibian rescue data (toad patrol) provided by Leeming Coordinator noted and congratulations from Oxenhope Village Council.

312/24 Climate Change

Plans and actions in relation to climate change reviewed and noted.

313/24 Financial Matters

Resolved:

- a) To receive the Internal Audit report for 2023/24 and note the recommendations made.
- b) To confirm the effectiveness of internal controls and to authorise the Chair and Clerk to sign the Annual Governance Statement 2023/24 (Section 1 of the AGAR).
- c) To approve the Accounting Statements 2023/24 (Section 2 of the AGAR) and authorise the Chair and Responsible Finance Officer to sign the 2023/24 return.
- d) To authorise the following payments: -

Payee	Amount	Description
Mark Whitaker	£79.20	Defibrillator Pads
	£7.89	Plumbing sealant
	£26.55	Mileage
Oxenhope Methodist Church	£70	Room hire
Digital Nomads Limited	£746.26	Website, domain name and email charges
Account-ant (Yorkshire) Limited	£240	Internal audit
West Yorkshire Pension Fund	£469.70	Employer & employee contributions (missed payments October & November, 2023)

- e) Quotation for Christmas lights removal in the Rose Garden was discussed and agreed. Noted that works had already taken place due to a miscommunication.
- f) To note the balances and bank reconciliation reports.

314/24 Minor items and items for next agenda

- a) Francis White from the Waggon & Horses made a proposal for a community project on his land with a view to villagers using as community allotment spaces. Cllr Harvie to enter into conversation with Mr White and bring a proposal to the next meeting of the Village Council.

- b) Francis White also suggested a possible project for providing electric bikes based at the train station for use around the village and for getting to his establishment.
- c) Cllr Joomun stated that he would be presenting an update on Disability Access around the village.

315/24 Date and time of next meeting

The next meeting will be held in the Methodist Church on West Drive on Wednesday 10th July 2024 starting at 7.30 p.m. Apologies in advance from Cllr Cameron.

The meeting closed at 9.10 p.m.