

**MINUTES OF THE ANNUAL MEETING OF OXENHOPE VILLAGE COUNCIL
HELD ON WEDNESDAY 8th MAY 2024
AT THE METHODIST CHURCH, WEST DRIVE, OXENHOPE, 7.30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr Robert Goulding (Vice Chair)(minute taker)
Cllr Neal Cameron
Cllr Nick Pearce
Cllr Rachel Woodington
Ward Cllrs Russell Brown and Chris Herd
Mark Whitaker (Village Warden)
1 member of the public

Minutes

283/24 Election of Chair and Vice Chair, 2024/25

Cllrs Eastwood and Goulding were proposed and voted in unanimously as Chair and Vice Chair of the Council, by Members present.

284/24 Apologies for Absence

Apologies were received from Cllrs Harvie and Joomun and the Clerk.

285/24 Approval of Reasons for Absence

The reasons given for absence were noted and accepted.

286/24 Disclosures of Interest

None received.

287/24 Applications for a Dispensation

None received.

288/24 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Village Council's monthly meeting held on 10th April 2024 were confirmed as a true and correct record, subject to amendment to record that the Village Warden was not in attendance and Ward Cllr Poulsen was present in part.
- b) There were no matters arising from the minutes.
- c) There were no actions required from the Outstanding Issues Report.

289/23 Public Question Time

A member of the public queried why village council asset inspection forms were no longer included with monthly agendas. The Chair apologised and alluded to administrative issues within the Council that were being addressed.

A question was asked with regard to progress with the proposed blue plaque commemorating Herbert Hargreaves and the Oxenhope Smithy. The Chair stated that the design was at an advanced stage and had now been approved by the family. Further consultation was required with the owners of Oxenhope Fisheries and an order would be placed in the near future for the production of the plaque.

There was discussion about recognition of other historical sites and notable figures within the village and Members felt that in general, preserving memories and local history was important. Cllr Russell Brown suggested a local history project could attract external funding, possibly from Digital Bradford, for example. Cllr Brown to look into this further and report back.

Cllr Woodington suggested this might also be something that could be tied into the Village Council's proposed dementia friendly initiatives and all Members agreed this was worth further consideration.

290/24 Guest Speakers

- a) Worth Valley Ward Councillors discussed local issues including sheep escaping from fields with damaged or stolen stone walling. This could be a Yorkshire Water issue re. preservation of enclosed land under their stewardship but Cllr Woodington suggested that primary responsibility would inevitably fall to the livestock farmer.

Cllr Herd stated he understood the CCTV cameras were being installed at Nab Water Lane (within the Bradford District).

There was a lengthy discussion about speeding within the village and possible solutions. It was agreed to revisit this issue in the future and to arrange input from Bradford Highways.

Cllr Brown agreed to follow up installation of EV charging at the Community Centre with Kate Stanley, the Bradford Council officer who had suggested budget was in place and the scheme could be progressed quickly.

291/24 Planning Applications

- a) Application 24/01378/HOU - Garage conversion with a new pitched roof. New windows, doors and timber decking. 3 Crossfield Close, Oxenhope BD22 9SE.
- b) Application 24/01203/FUL - New agricultural vehicular access. 8 West Shaw Farm, Oxenhope BD22 9QR.

Resolved:

That the Village Council has no objection to either planning application.

(Planning applications can be viewed via Bradford Council's online system <https://planning.bradford.gov.uk/online-applications>)

292/24 Correspondence

- a) Closure of Sugden End Household Waste and Recycling Centre - correspondence from Robbie Moore MP. Noted.

Members discussed the possibility of providing a skip within the village, to assist residents following the closure of the Sugden End facility. The provision of recycling facilities was also discussed. Cllrs Cameron and Goulding agreed to investigate and report back to a future meeting.

293/24 Village Council Appointments

Resolved:

To make the following appointments for 2024-25: -

Appointment	Member(s)
YLCA Branch meeting representatives (two positions)	Clls Joomun and Cameron

Apppointment	Member(s)
Allotments Lead	Clr Harvie
Rose Garden Lead	Clr Eastwood
Horseshoe Dam Lead	Clr Pearce
Marsh Common Lead	Clr Cameron
Rights of Way Lead	Clr Cameron
Oxenhope School Representative	Clr Woodington
Millennium Green Trustee	Clr Eastwood
Village Council Liaison representatives (for meetings with Bradford Council)	Clrs Cameron and Eastwood
Oxenhope Community Association	Clr Cameron
Staffing Committee	Clrs Goulding and Eastwood
Emergency Planning Leads	Clrs Harvie, Woodington and Goulding

294/24 Annual Review of Standing Orders, Financial Regulations and Policies

Resolved:

To note the annual review of Standing Orders, Financial Regulations and Policies and to confirm as satisfactory.

The Clerk to revise the Financial Regulations following the release of updated model regulations by the National Association of Local Councils (NALC).

The Clerk to ensure policies and procedures published on the website are up to date and current.

(Existing policies can be viewed via the Council's website at <https://oxenhopevillagecouncil.gov.uk/about/policies-procedures>).

295/24 Climate Change (Standing agenda item)

No significant updates this month.

296/24 Financial Matters

Resolved:

a) To authorise the following accounts for payment: -

Payee	Amount	Description
Oxenhope Millenium Green Trust	£30.00	Stall Fee for 20 th July
Mark Whitaker	£24.31	Lock for allotments
Mark Whitaker	£24.95	Plumbing parts for allotments
Oxenhope Parochial Church Council	£125	Printing and delivery

b) To renew authorisation for the following recurring direct debit payment arrangements: -

- Lloyds Bank procurement card fees (currently £3 per user per month)
- Unity Trust Bank service charge (currently £18 per quarter)
- Information Commissioner's Office registration fee (currently £35 per annum)
- Clerk's home working allowance (currently £25 per month)

c) To note the quotation received for path works at the Rose Garden and authorise expenditure, subject to Members reaching consensus on the preferred extent of the work (full treatment at £7,304 or partial treatment at £2,664 + VAT).

297/24 Minor items and items for next agenda

Members discussed organising a development meeting, or an informal get together, at some point in the future.

298/24 Exclusion of the press and public

Resolved:

That, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted (staffing matters).

299/24 Staffing matter

Resolved:

That members of the Staffing Committee be appointed to respond to a staffing matter on behalf of Council. To authorise Cllrs Eastwood and Goulding to undertake such investigations and implement all appropriate actions on behalf of the Council, as necessary.

300/24 Date and time of next meeting

The next monthly meeting of the Village Council will be held in the Methodist Church on West Drive on Wednesday 12th June 2024, starting at 7.30 pm.

Meeting closed at 9.18 pm.