

MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON WEDNESDAY 13TH JULY 2016 AT OXENHOPE METHODIST CHURCH, COMMENCING AT 7:30 PM

Present: Cllr Ken Eastwood
Cllr Penny Cusdin
Cllr Derrick Hopkinson
Cllr Peter McManus
Cllr Tony Maw
Cllr Joyce Harrop

In attendance: Miran Rahman, Keighley News Reporter
Worth Valley Ward Councillor Rebecca Poulsen (7.30 – 8.00)
Two members of the public (7.30 – 7.50)

34/16. Apologies consented to

Cllr David Ashcroft (work commitments)
Cllr Jonathan Gill (work commitments)

35/16. No Disclosures of Interest

36/16. No applications for dispensation had been received

37/16. Minutes of meetings

The minutes of the Parish Council meeting held on 7th June were proposed as a correct record by Cllr Harrop and were signed by Cllr Eastwood.

No matters arising:

The minutes of the Parish Councils' Liaison meeting held on 21st June were noted.

No matters arising:

The July Outstanding Issues Report was duly noted.

No matters arising:

38/16. Public question time

The meeting was adjourned to allow two residents of Pear Street to explain the circumstances behind the demolition of the outbuilding adjacent to Hebden Bridge Road. On 1st December the residents were approached by the landlady of number 5 Pear Street to see if they would contribute towards the demolition. They declined as they believed it belonged to Bradford Council and were concerned that water and gas pipes could be located under the building. At 7.30 a.m. on 15th May a bulldozer demolished the outbuilding and re-usable stone was removed off site. What was left on site was rubble. Subsequent fly-tipping has left the site an eye-sore and more importantly a hazard to road users as materials spill onto Hebden Bridge Road. There is also concern that the fly-tipping may attract vermin and that the demolition works have caused a water leak.

Cllr McManus explained that ownership of privies and coal sheds were generally held 'in common' by every property that benefited. The effect of the demolition works has infringed residents' common rights and as common holders, the residents could take the matter to Court so that notice is served on the people responsible for the demolition works to either rebuild the outbuilding or to provide residents with compensation. Alternatively, the Parish Council could impart the information gained to Highways Department as the current state of the site is a danger to users of Hebden Bridge Road. Highways Department may then wish to recoup their expenses from the people responsible. Cllr Hopkinson suggested that the Parish

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Council could also write to Planning Enforcement as planning permission had not been obtained to demolish a building within the Conservation Area.

Agreed by members of the Parish Council that the Clerk write to Highways Department and to Planning Enforcement.

39/16. Planning

Resolved:

To formulate observations relating to the following planning applications:

16/00729/FUL - Conversion of existing garage/workshop to dwelling and provision of three dwellings within the garden (AMENDED PLANS) at Whin Knowle Cross Lane. No observations were formulated as the planning application had been withdrawn.

16/03574/FUL - Construction of detached dwelling (amendment to previously approved scheme 13/02564/FUL dated 22.08.2013) at Ellarbank Back Leeming. The Parish Council raised no objections.

To note the following decisions:

Permission granted - 15/03662/FUL - Extension of holiday season to allow 12 month use of holiday park at Upwood Holiday Park Black Moor Road

Permission refused - 16/00073/FUL - Construction of timber lodge annex at Saddlers Farm Upper Marsh Lane

Permission granted - 16/00353/HOU - Construction of two storey extension to rear, first floor extension to front and infill to form porch at Yew Tree Lodge Cross Lane

Permission granted - 16/00612/HOU - Single storey rear extensions at 53 Mallard View. Cllr McManus confirmed that he had represented the Parish Council at the Planning Panel meeting when this application was determined. He explained that two weeks prior to the meeting the applicants erected a 1.8m high fence and got a planning officer to take photographs of the new fence to demonstrate to Panel members that the fence removed all sunlight from the neighbours garden and that the proposed extension would be no worse.

Permission refused - 16/00456/HOU - Demolish existing garage and re-position a new garage at 10 Perseverance Fold

40/16. Guest Speakers

The Chairman welcomed Cllr Poulsen to the meeting. Cllr Poulsen explained the efforts she had undertaken to bring Bradford Council's Land Allocations Consultation to the attention of Worth Valley residents. This had included printing and hand delivering flyers and holding impromptu meetings with groups of concerned residents. Bradford Council's Drop In Session on Monday evening was very well attended and included quite a few people from Oxenhope.

It was agreed by members of the Parish Council and Cllr Poulsen that the consultation had been poorly communicated by Bradford Council to residents and that Bradford Council should have undertaken a mail shot.

Cllr Poulsen confirmed that two road sweepers had been deployed on Moorhouse Lane and that the gullies had been cleared. As weeds were obstructing the pavement at Marsh, a weed-killer would be applied.

The Chairman welcomed PCSO Helen Wynn-Evans. PCSO Wynn-Evans gave apologies for absence on behalf of PC Irvin. Following the recent incident at the Co-op, two males had been arrested. Recent garage and shed break-ins caused concern to members of the Parish Council as the removal of hinges to steal fishing tackle in one incident and to steal an expensive mountain bike in another incident, indicated that the crimes were organised and pre-meditated. Concern as regards the poor organisation of the recent Leeds Triathlon raised the question as to how many other bikes had been subsequently stolen. PCSO Wynn-Evans confirmed she would relay these concerns to her superior officer.

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Other recent crimes included the taking of valuables from vehicles. PCSO Wynn-Evans stressed the importance of always locking unoccupied vehicles after the removal of valuables 'on show'.

41/16. Consultation

Resolved:

To approve that Cllr McManus submits online the Parish Council's responses to Bradford Council's Land Allocations Consultation.

Concern was raised by one member of the Parish Council that as the Parish Council was embarking on producing a Neighbourhood Development Plan then at this stage it was not appropriate for the Parish Council to comment on the Land Allocations Consultation. Following a short discussion, it was agreed to caveat the no objections statement with 'At this stage we have no objection to this proposal subject to further debate when we develop our Neighbourhood Development Plan.'

Members of the Parish Council strongly objected that site OX/001 should be designated as potential development land, as this site provides a natural break in the housing of Leeming and any development on the site would destroy the current openness. Reference would also be made that this site was highlighted in the Oxenhope Village Design Statement which was subsequently adopted by Bradford Council as Supplementary Planning Guidance.

Members of the Parish Council had no objections to the proposed designated green spaces with the exception of the Pawsons site, stating that this should be reclassified as an employment site. Two further sites were proposed as green spaces at the top of Moorhouse Lane. These two sites would preserve the character of Marsh. A further proposal of making the Rose Garden a green space was agreed.

[Post meeting note: Unfortunately site OX/009 was overlooked during the meeting and members subsequently agreed to object to OX/009 being designated as a potential development site as it is green belt and would badly affect the openness of the surrounding green belt. It would divide the existing green belt and be a visual sore thumb sticking out into green belt countryside. It also would affect the setting of Grade II Listed Church and does not have any possible access.

This allocation site and the field to the south of it would be better protected as green space. The only view of St Mary's Church when approaching the village from the west down the A6033 main road is across these two fields. One of the main planning reasons for refusing consent on the croft between the Church and the main road was that it would block the view of the Church from the South. The same reasoning to be put forward for suggesting these two fields as green space.]

42/16. Safety Inspection Reports

Resolved:

To note the May Safety Inspection Reports for Marsh Common and the Allotments. Cllr Hopkinson to investigate whether he would be able to trim the paths at Marsh Common.

43/16. ID/business cards for councillors and for the clerk

Resolved:

That Cllr Eastwood investigate the costs of providing ID cards for councillors and for the clerk.

44/16. Oxenhope Fete on Saturday 16th July 2016

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Resolved:

That the Clerk and Cllr McManus attend the Fete as from 1 p.m. The Clerk to provide Neighbourhood Development Plan and First Responder documentation. Cllr Eastwood to ensure that a tent/gazebo is made available along with a table. Cllr Hopkinson confirmed he would attend for a couple of hours and Cllr Harrop would attend for an hour.

45/16. Correspondence

Resolved:

- a) To note e-mail dated 20th June re demolished outbuildings on Hebden Bridge Road [further details included above in Public Question Time].
- b) To note e-mail dated 22nd June re this year’s precept.

46/16. Oxenhope Neighbourhood Development Plan (NDP)

Resolved:

- a) To accept the costing to create an Oxenhope NDP
- b) To authorise the £4,900 funding bid to cover the first six months costs involved in starting a NDP for Oxenhope

47/16. Reports

Resolved:

- a) To note Cllr Harrop’s previously circulated report re allotments. Agreed that the plot holders of plot 1 would be allowed to the end of the year to demonstrate that they have the capacity to cultivate the plot.
- b) To note the clerk’s previously circulated report re community Public Access Defibrillators (cPADs).
- c) To note Cllr Cusdin’s previously circulated report re Oxenhope Youth Club. Cllr Cusdin confirmed that the Youth Service had appointed a new leader and that he would be redeployed at Oxenhope. Oxenhope Youth Club will either re-open on 9th or 16th September.
- d) To note Cllr Maw’s previously circulated report re section 106 monies. Cllr Maw confirmed that he was now chasing a full costing for the proposed works at Leemingbeck Close. As only £4k had been spent for a new slide and that no other play equipment could be accommodated at Oxenhope Recreation Ground then Cllr Maw would investigate whether the remaining monies could be spent at the Rose Garden.
- e) To note Cllr Maw’s report re Oxenhope Community Centre. Cllr Maw confirmed that the Co-op had accepted the Community Centre as a charitable organisation worthy of possible funding. If successful, the funding would be utilised to improve the kitchen area.

48/16. Financial Matters

Resolved:

- a) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Three	Direct Debit	£25.00	Monthly mobile phone bill
Gratuity Account	Transfer	£30.38	Monthly transfer
Elaine Pearson	Standing Order	£793.56	Monthly salary
Yorkshire Water	101184	£30.18	Water usage at the allotments
Bradford Council	101185	£1414.22	Contribution towards Youth worker staffing costs
Digital Nomads	101186	£419.59	Annual hosting & domain name registration
Elaine Pearson	101187	£60.38	Expenses
Npower Limited	101188	£71.29	Energy consumption re Christmas

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b) To note the following trial balance:

Analysis	A/c				Budget remaining
	Current	Deposit	Gratuity	Grand Total	
001. Balance b/fwd	1441.51	26459.50	3499.62	31400.63	
002. Transfer	-120.92		120.92		
01. Precept	17459.00			17459.00	
05. Grants Received	726.00			726.00	
120. Clerk's monthly salary	-3167.20			-3167.20	£6,772.80
121. Subscriptions	-547.00			-547.00	£253.00
122. Insurance	-491.16			-491.16	
123. Audit Fee	-50.00			-50.00	£100.00
124. Room Hire	-135.00			-135.00	£185.00
125. Stationery & printing	-40.46			-40.46	£306.28
126. Postage	-29.18			-29.18	£30.82
128. Christmas Lights	-71.29			-71.29	£290.59
129. Travel & subsistence	-39.50			-39.50	£110.50
131. Allotments	-45.78			-45.78	
133. Contingency Fund	-6.74			-6.74	£163.26
134. Reserves	-1589.64			-1589.64	
135. Mobile phone	-100.00			-100.00	£166.68
139. Outreach	-125.00			-125.00	£250.00
145. Website	-419.59			-419.59	£10.34
146. Oxenhope Youth Club	-1414.22			-1414.22	£2,391.48
Grand Total	£11,233.83	£26,459.50	£3,620.54	£41,313.87	

49/16. Minor items and items for the next agenda

Minor items

- a) Cllr McManus reported that Bradford Council had insisted on an arboriculturalist's report to support the Parish Council's Section 211 application. Both he and Cllr Eastwood had met a representative of Keighley Tree Services who would submit a written report to the Clerk. The onsite meeting had confirmed that the Christmas tree at the Rose Garden has a split trunk 15ft from the top and the ropes attached to the tree had grown into the tree and destabilised the tree.
- b) Cllr Eastwood reported that having attended the recent Parish Councils' Liaison meeting that there would be no money from Bradford Council for parish councils to take over services. Cllr Cusdin confirmed that Oxenhope Parish Council should only be taking over services that have been withdrawn from the Worth Valley as she did not want to see Oxenhope Parish Council paying for services still provided to Haworth and Cross Roads.
- c) Cllr Cusdin volunteered to lead on the Oxenhope Emergency Plan and Cllr Harrop agreed to assist. This was agreed nem con.

Items for the next agenda

- d) To authorise expenditure of £50 plus VAT for Keighley Tree Services to provide an arboriculturalist's report in support of the Parish Council's section 211 application re Oxenhope Rose Garden.

50/16. To note the date, time and venue of the next meeting

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Monthly meeting on Wednesday 10th August 2016 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 21.06 p.m.

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