

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON
TUESDAY 7TH JUNE 2016 AT OXENHOPE METHODIST CHURCH, COMMENCING AT
7:30 PM**

Present: Cllr Ken Eastwood
Cllr Penny Cusdin
Cllr Derrick Hopkinson
Cllr Peter McManus
Cllr Jonathan Gill
Cllr Joyce Harrop

In attendance: Miran Rahman, Keighley News Reporter
No members of the public

19/16. Apologies consented to

Cllr David Ashcroft (work commitments)
Cllr Tony Maw (family commitments)

20/16. No Disclosures of Interest

21/16. No applications for dispensation had been received

22/16. Minutes of meetings

The minutes of the Parish Council meeting held on 11th May were proposed as a correct record by Cllr Harrop and were signed by Cllr Eastwood.

No matters arising:

The June Outstanding Issues Report was duly noted.

No matters arising:

23/16. Public question time

No matters raised.

24/16. 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 at Whin Knowle, Cross Lane. The Parish Council raised the following objections: (i) access and egress to/from the development would be dangerous and therefore members of the Parish Council concur with the concerns already raised by Highways Department; (ii) the development would ruin the character of the Station Road Conservation Area and agree with the objections already raised by the Trees and Enforcement Department. Members of the Parish Council also agreed that if the planners were minded to grant permission then determination of the planning application should be made by members of the Area Planning Panel.

16/03434/HOU – Demolish existing garage and re-position a new garage at 10 Perseverance Fold. The Parish Council raised similar concerns as to the previous planning application 16/00456/HOU, namely (i) that by re-positioning the new garage this would result in a loss of one parking space, and (ii) that the residents of the adjoining property would be looking at the side of a garage wall.

16/03305/HOU & 16/03482/LBC – Demolition of existing garage and construction of new replacement garage with attached workshop at The Old Vicarage, 21 Hebden Bridge Road. The Parish Council raised no objections.

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16/03723/HOU – Construction of two storey side and single storey rear extension at 1 Denby Mount. The Parish Council raised no objections.

16/03839/FUL – Demolition of the existing agricultural livestock building and construction of a new one in the same location at Windle House Farm, Lee Lane. The Parish Council raised no objections.

25/16. Guest Speakers

Although no guest speakers were present at the meeting, Worth Valley Ward Councillor Poulsen's previously circulated e-mail was noted as was PC Irving's e-mail.

The contents of Cllr Poulsen's e-mail was as follows:

- a) 'Can I encourage Councillors to encourage people to look at the Housing Allocation Consultation as there are a few sites up for consultation in Oxenhope. I did try to post details on Oxenhope Online but it wouldn't let me post. I have posted all the information on my facebook page. [Post meeting note: Cllr Eastwood to post details onto the Facebook page of Oxenhope online]
- b) The green garden waste paid for collection has now started so only bins with the official stickers will be collected.
- c) The camera just up from the church is apparently for a traffic survey that developers can use to gain traffic flow information for reports. I don't know which developer has placed it.
- d) 16/00612/HOU - 53 Mallard View I will be attending planning panel next week so speak against approval of this application following concerns raised by neighbours.'

The contents of PC Irving's e-mail was as follows:

'The crime figures below are for the Oxenhope Parish council area between the 11th May and the 3rd of June 2016.

Burglary dwelling	1
Attempt burglary dwelling	1
Burglary other than a dwelling	1
Theft from motor vehicle	1
Theft	1
Vehicle interference	3

I have put signs up in the area to warn motorist not to leave items on display in vehicles. This I hope will help reduce vehicle crime in the area.

I am aware of a criminal damage to the community centre. This has not been recorded yet and will appear on next month's figures.'

26/16. Safety Inspection Reports

Resolved:

To note the May Safety Inspection Reports for Marsh Common and the Allotments. Cllr Hopkinson confirmed that he had received an offer from the Young Farmers Association to assist with the tidying up of Marsh Common. Joe Holmes and the young farmers were having a meeting on 7th June to decide which projects they would undertake which could include clearing the ditches and repairing the fences at Marsh Common. The Clerk agreed to follow up this year's Japanese knotweed treatment.

27/16. Annual Report 2015 - 16

Resolved:

To approve the first draft of the Annual Report.

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28/16. Correspondence

Resolved:

- a) To note e-mail dated 20th May from YLCA re 2016-2018 National Salary Award.
- b) To note e-mail dated 26th May from Rev. Nigel Wright re allotment plot 1.

29/16. Reports

Resolved:

- a) To note Cllr Harrop's report re allotments. The Clerk agreed to investigate a supplier of keys for the water taps.
- b) To note the Clerk's report re community Public Access Defibrillators. Agreed that the Clerk pursue matters with Heartsafe Communities and seek funding from the Co-Operative and Keighley & Worth Valley Railway. Cllr Eastwood to advertise for First Responder volunteers via the Facebook page of Oxenhope online.

30/16. 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
Kevin Wilmot	101181	£90.00	Replacement of cheque number 101180
Stephen Brown	101182	£50.00	Annual internal audit
Elaine Pearson	101183	£450.54	Expenses including purchase of an iPad
Post Office	101184	£105.27	National Insurance Contributions

- b) To note the following trial balance:

Analysis	A/c				Grand Total	Budget remaining
	Current	Deposit	Gratuity			
001. Balance b/fwd	1441.51	26459.50	3499.62	31400.63		
002. Transfer	-90.54		90.54			
01. Precept	17459.00			17459.00		
05. Grants Received	726.00			726.00		
120. Clerk's monthly salary	-2366.60			-2366.60	£7,573.40	
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	-24.48			-24.48	£319.60	
126. Postage	-15.12			-15.12	£44.88	
129. Travel & subsistence	-16.20			-16.20	£133.80	
131. Allotments	-15.60			-15.60		
133. Contingency Fund	-6.74			-6.74	£163.26	
134. Reserves	-1589.64			-1589.64		
135. Mobile phone	-75.00			-75.00	£187.51	
139. Outreach	-125.00			-125.00	£250.00	
Grand Total	£14,078.43	£26,459.50	£3,590.16	£44,128.09		

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31/16. Minor items and items for the next agenda

Minor items

- a) Agreed that Cllr McManus provide a plan to indicate appropriate locations for highway signs to prevent HGV's using Long Causeway, Trough Lane and Station Road. Once the plan is to hand, the Clerk to arrange for site meetings with a representative from Highways Department.
- b) Agreed that the Clerk follow up the section 211 application relating to the Rose Garden

Items for the next agenda

- c) To agree what actions are required in preparation of the Parish Council's stand at this year's Village Fete
- d) To authorise the £9k funding bid to cover the costs involved in creating an Oxenhope NDP.

32/16. Oxenhope Neighbourhood Development Plan (NDP)

Under the Public Bodies (Admission to Meetings) Act 1960, the Parish Council resolved that due to the confidential nature of this item, the press withdraw from the meeting.

Resolved:

- a) To accept the tender received from Integreatplus to assist Oxenhope NDP working group.
- b) To note that delegated powers were granted to Cllrs McManus & Eastwood and the Clerk to draw up a funding bid to cover the costs involved in creating an Oxenhope NDP and that the bid will be presented to members at the July meeting.

33/16. To note the date, time and venue of the next meeting

Monthly meeting on Wednesday 13th July 2016 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 20.04 p.m.

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