

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON
WEDNESDAY 9TH MARCH 2016 AT OXENHOPE METHODIST CHURCH, COMMENCING
AT 7:30 PM**

Present: Cllr Tony Maw
Cllr David Ashcroft
Cllr Ken Eastwood
Cllr Derrick Hopkinson
Cllr Joyce Harrop
Cllr Peter McManus

In attendance: Worth Valley Ward Councillor Rebecca Poulsen
10 members of the public

186/16. Apologies consented to

Cllr Penny Cusdin (family commitments)
Cllr Jonathan Gill (work commitments)

187/16. No disclosures of Interest

188/16. No applications for Dispensation

189/16. Minutes of meetings

The minutes of the Parish Council meeting held on 10th February and the Staffing Committee meeting held on 24th February were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman.

No matters arising

The March Outstanding Issues Report was duly noted.

Matters arising:

Leemingbeck Close. Cllr Maw confirmed that he had met Mr Ijax from Your Housing to investigate ways in making the complex more accessible by utilising the section 106 monies of £52k. Mr Ijax is to investigate the installation of additional lifts to make the first floor of the complex more accessible along with making paths and kerbs wheelchair friendly and possibly making some bathrooms into wet rooms.

190/16. Public question time

The meeting was adjourned to allow the residents of a neighbouring property to explain that they would be objecting against planning application 16/01036/FUL as they had concerns that drainage problems in that part of the village had not been adequately investigated and that extension of the Railway car park would only exacerbate the problem, furthermore, they felt that by extending the car park it would not be in keeping with the village setting. A further concern related to noise if the café were to be used for late night events with music.

Cllr Poulsen then spoke on behalf of the residents of a neighbouring property to 53 Mallard View to explain that they would be objecting against planning application 16/00612/HOU. According to Cllr Poulsen, the residents had similar concerns as before which related to planning application 15/05397/HOU as the extension would have an adverse impact on their property in respect of loss of amenity due to loss of light and as the applicant would be building over land which currently drains, they anticipated drainage problems as a result. Concern was also raised as regards the poor drawings provided which didn't even show a neighbouring property. Cllr Ashcroft requested that Cllr Poulsen bring to the attention to the Planning Department that the provision of poor drawings made it impossible for members of the Parish Council to make constructive comments.

191/16. Planning

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Resolved:

To formulate observations relating to the following planning applications:
16/00612/HOU - Rear extension at 53 Mallard View Oxenhope BD22 9JZ. Members of the Parish Council were agreed that the 2016 application was not significantly different from the previous application 15/05397/HOU and therefore they raised the same objections: – (i) proportionality, and (ii) adverse effects on the adjoining property. It was noted that the inaccurate drawings made it appear that the dwelling was a stand-alone property. Members of the Parish Council also agreed that if the planners were minded to approve the planning application then determination should take place at the next Planning Panel meeting.

16/00456/HOU - Demolish existing garage and re-position a new garage at 10 Perseverance Fold Oxenhope BD22 9HN. The Parish Council raised the following concerns: (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.

16/01036/FUL - Construction of single storey station cafeteria and extension to existing car park at Oxenhope Station Station Road Oxenhope BD22 9JJ. The Parish Council in principle supported the application, however, concerns were raised as regards to the materials and felt that a heritage railway should have a stone clad structure which would be in keeping with the station building and better suppress noise if a large function with music was held in the café. Furthermore, concern was raised as regards adequate drainage and that it was essential that the hard surfacing of the car park should be able to cope with surface water.

192/16. Guest Speakers

Worth Valley Ward Councillors. Cllr Poulsen confirmed that Bradford Council's proposed budget had been approved which included decreased gritting by 20%, fortnightly refuse bin collections, green waste collections chargeable at £35 per annum. Cllr Poulsen confirmed that she had voted against these changes and that there would be a 3.99% increase in Council Tax. The budget also recommended the closure of Haworth's Tourist Information Centre, however, this has been put on hold until a review has been undertaken. Cllr Poulsen encouraged parishioners to feed into this review. Filming about the Bronte Sisters on Penistone Hill will take place end of May and beginning of June. As this will take careful planning, Cllr Poulsen has a meeting planned with the location director. The production will be screened over Christmas and was seen as a positive for the area. Cllr Poulsen confirmed that she wrote to the Headmistress of Oxenhope School regarding the Academy proposal but a response had not been received. Cllr Maw confirmed that he had attended the parents/carers meeting on behalf of the Parish Council and that maintaining the School/Parish Council link was raised along with keeping the school as a village school.

Simon Womersley, Yorkshire Water. Mr Womersley commenced his presentation confirming that the majority of neighbouring reservoirs historically served the mills by providing 4,000 tonnes of water per day during the hours of 6 a.m. to 6 p.m.

At this stage of the meeting a member of the public then read out his concerns regarding Yorkshire Water. A written copy of his concerns was handed to Mr Womersley's colleague, Emily Brady, who confirmed that a written response would be provided.

Mr Womersley was allowed to continue his presentation to confirm that Keighley Moor Reservoir and Lower Laithe Reservoir were water supply reservoirs and each provide 7 – 8,000 tonnes of water per day but as Keighley requires 17 – 19,000 tonnes of water each day then extra water was pumped in.

Very rarely were Yorkshire Water reservoirs used to prevent floods as very rarely did Yorkshire Water know how bad a storm would be and how much rain water was anticipated.

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There were then further interruptions from members of the public and it was pointed out by members of the Parish Council that Mr Womersley had been invited by the Parish Council so that members could gain a better understanding of Yorkshire Water's water management. Members of the public were requested to keep quiet to allow Mr Womersley to finish his presentation and at the Chairman's discretion members of the public would be allowed to ask questions.

Mr Womersley reiterated that the local reservoirs were not built for flood management purposes. The local reservoirs were old and if they were allowed to dry out, structural problems may occur, however, Yorkshire Water was in discussions with the Environment Agency as to long-term solutions.

A further interjection from a member of the public was heard that the infrastructure was a disgrace.

Members of the Parish Council had again to calm matters down to allow Mr Womersley to continue.

Mr Womersley continued by explaining that the weir in Keighley on Boxing Day had 3.3 million tonnes of water going through it. There were record flows down into Keighley – 25% higher than in the past 35 years. It was an exceptional storm – one in a 10,000 year flood. Thornton Moor Reservoir rose by 65 – 75 cm during the day.

With older reservoirs the maximum drawdown per day is 6 inches and if the level is dropped by any more than that then damage to the reservoir was inevitable. The flow of 280,000 cubic metres on Boxing Day could not therefore have been previously drawdown.

Mr Womersley reiterated that Yorkshire Water's primary duty is not the prevention of flooding but the supply of water and that they always assume it was not going to rain.

Cllr Ashcroft thanked Mr Womersley for giving members an insight into Yorkshire Water's water management and looked forward to an on-going dialogue. He added that the conduits were in desperate need of attention. Emily Brady confirmed that it would be difficult to maintain the dialogue but would welcome any particular queries by e-mail via the Clerk.

A member of the public confirmed that the 'normal' water management policies needed to be adapted to accommodate the more frequent extremes of weather and that Yorkshire Water needed to have a bigger strategy working with partners such as the Environment Agency.

Mr Mike Powell, Bradford Council's Emergency Planning Manager, then confirmed that the worst of the Boxing Day storm was forecast to hit Cumbria and the North West. It was only at 10.10 a.m. that the Met Office issued a red flood warning for Keighley. Mr Powell confirmed that meetings were on-going to address the long term problems of global warming.

193/16. Monthly meetings

Resolved:

- a) To authorise that the Vice Chairman ascertain from members of the public their reasons for attending and to pass this information onto the Chairman before the monthly meeting commences. The Vice Chairman should use this opportunity to make parishioners feel welcome and to explain when they will be allowed to address members of the Parish Council.
- b) To agree that members of the Parish Council submit short written reports to the Clerk on matters such as allotments, rights of way, community centre etc the Friday preceeding the Wednesday's monthly meeting.

194/16. Standing Orders and Policies

Resolved:

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- a) To adopt revised Standing Orders.
- b) To adopt the revised Information Scheme.
- c) To adopt the revised Complaints Policy.
- d) To adopt the Data Protection Policy.
- a) To note that the Clerk was investigating whether a model Retention & Destruction of Records Policy existed which would be more suitable to Oxenhope Parish Council.

195/16. Participatory Budgeting

Resolved:

- a) To note that the public participation session will be held from 3 – 5 p.m. at the Community Centre on Saturday 12th March.
- b) To note that two articles had appeared in the Keighley News, details had been displayed/posted in the Co-op, on the Parish Council’s notice boards in the Rose Garden and via Facebook & Twitter to encourage parishioners to attend the public participation session on 12th March. It was agreed that further publicity was not necessary.
- c) To note Cllr McManus would have a Neighbourhood Development Plan (NDP) exhibition at the public participation session on 12th March.
- a) To approve the Oxenhope NDP leaflet.

196/16. Safety Inspection Reports

Resolved:

To note the February Safety Inspection Report for Marsh Common.

197/16. Correspondence

Resolved:

- a) To note e-mail dated 16th February re the funding request from Marsh Chapel. It was noted that perhaps the Methodist Church body could assist. Agreed that the Clerk respond highlighting the Parish Council’s annual Participatory Budgeting Scheme and that Marsh Chapel may wish to apply next year.
- b) To note email dated 22nd February from the Head-teacher, Oxenhope CE Primary School.

198/16. Reports

- a) School Governors. Cllr Ashcroft confirmed that due to work commitments he had been unable to attend the parents/carers meeting at the School on 25th February. Following the Head-teacher’s recent resignation, the School Governors were going down their recruitment process for a replacement Head-teacher. Cllr Ashcroft confirmed that his tenure as a LEA Governor ceases if the School’s Academy status goes ahead.
- b) Oxenhope Youth Club. No report received.
- c) Worth Valley Joint Transport Committee. Cllr Eastwood confirmed that there was nothing significant to report.
- d) Allotments. Cllr Harrop confirmed that there was nothing significant to report.
- e) Ovenden Wind Farm update. Cllr Hopkinson’s previously circulated report was noted.
- f) Rights of Way. Cllr Hopkinson confirmed that there was nothing significant to report.
- g) Oxenhope Community Centre. Cllr Maw confirmed that there was nothing significant to report.
- h) Perseverance Mill s106 monies. Cllr Maw confirmed that he and Cllr Hopkinson had met a representative from CoBMDC Recreation Department at the play area in the Recreation Ground on Monday 7th March. Due to lack of space only two

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new pieces of play equipment could be installed. It was confirmed that the broken fence would be replaced along with a new gate and that the tennis court fencing would be repaired.

199/16. Financial Matters

Resolved:

- a) To defer the matter of authorising expenditure of £200 to reduce the height of the existing Christmas tree in Oxenhope Rose Garden by circa 2/3 metres, to trim the top branches into conical shape and to re-organise the festive lights, until the next monthly meeting.
- b) To defer the matter of authorising expenditure of £450 in March 2017 to replant a rootball grown tree of 4/5 metres in Oxenhope Rose Garden, until the next monthly meeting.
- c) To authorise expenditure of £150 for the paid version of online polling for the ease of collating results and comments
- d) To defer the matter of a fundraising effort to install one or more community defibrillators in the village, until the next monthly meeting.
- e) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Three	Direct Debit	£25.00	Monthly mobile phone bill
Gratuity Account	Transfer	£30.08	Monthly transfer
Elaine Pearson	Standing Order	£786.52	Monthly salary
Elaine Pearson	101166	£303.60	Expenses including annual charge to use David Pearson & Associates premises
Post Office	101167	£99.03	N I Contributions to HMRC
[Payee to be ascertained following the PB public session on 12 th March]	101168	£500.00	Participatory Budgeting Grant
[Payee to be ascertained following the PB public session on 12 th March]	101169	£500.00	Participatory Budgeting Grant
[Payee to be ascertained following the PB public session on 12 th March]	101170	£500.00	Participatory Budgeting Grant
[Payee to be ascertained following the PB public session on 12 th March]	101171	£500.00	Participatory Budgeting Grant

N.B. Cheques numbered 101168 – 101171 inclusive to be written and signed at the end of the PB public session on 12th March.

- f) To note the following trial balance:

Analysis	A/c			Grand Total	Budget remaining
	Current	Deposit	Gratuity		
001. Balance b/fwd	1723.92	30442.65	3137.00	35303.57	
002. Transfer	6139.04	-6500.00	360.96		
01. Precept	15330.00			15330.00	
04. Bank Interest Business Base Rate		4.11		4.11	
08. Rent Allotment Holders	337.00			337.00	
09. Bank Interest - Gratuity Account			0.42	0.42	
10. Allotments Grant	472.00			472.00	
119. PAYE & NIC	-342.98			-342.98	
120. Clerk's monthly salary	-9308.68			-9308.68	£631.32
121. Subscriptions	-732.00			-732.00	£68.00
122. Insurance	-470.75			-470.75	£24.25

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123. Audit Fee	-170.00	-170.00	£100.00
124. Room Hire	-242.00	-242.00	£78.00
125. Stationery & printing	-460.4	-460.4	
126. Postage	-59.73	-59.73	£0.27
128. Christmas Lights	-1112.85	-1112.85	
129. Travel & subsistence	-182.53	-182.53	-£28.60
130. Grants via Participatory Budgeting	-3000.00	-3000.00	
131. Allotments	-1276.55	-1276.55	
134. Reserves	-2049.29	-2049.29	
135. Mobile phone	-330.27	-330.27	£4.61
136. Worth Exploring	-106.08	-106.08	
137. Section 137	-20.00	-20.00	
138. Training	-269.70	-269.70	
139. Outreach	-250.00	-250.00	£125.00
141. Marsh Common	-414.00	-414.00	£905.00
142. Contribution towards the 812 service	-500.00	-500.00	
144. Use of David Pearson & Associates premises	-275.00	-275.00	
145. Website	-546.00	-546.00	
146. Oxenhope Youth Club	-1400	-1400	
Grand Total	£483.15	£23,946.76	£3,498.38
			£27,928.29

g) To transfer from Reserves £28.60 in order to clear the current debit balance on Travel & subsistence (£28.60)

200/16. Minor items and items for the next agenda

- a) A request was made that all members of the Parish Council assist with the putting away of tables and chairs following the closing of each meeting.
- b) It was noted that the Environment Agency had contacted the residents of Charles Court prior to commencement of the removal of silt from Leeming Beck, however, the Parish Council was not notified of this work. Although thousands of tonnes of silt had been removed from the beck, concern was raised that traffic flows along Station Road was impeded whilst the work was in progress.
- c) Section 106 monies relating to the Brooks Meeting Mill planning application 15/05054/MAF to be discussed at the April monthly meeting.

201/16. To note the date, time and venue of the next meeting

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

The Chairman closed the meeting at 21.10 p.m.

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