

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 8TH NOVEMBER 2017 AT OXENHOPE METHODIST
CHURCH, COMMENCING AT 7:30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr Penny Cusdin
Cllr David Ashcroft
Cllr Robert Goulding
Cllr Joyce Harrop
Cllr Derrick Hopkinson
Cllr Tony Maw

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Rebecca Poulsen
Miran Rehman
John Parkin
PCSO Mark Anderson

93/17 Apologies for absence and reason approved
Cllr Peter McManus, health reasons.

94/17 Disclosures of Interest
Cllr Cusdin declared an interest in the Cross Lane planning application.
Cllr Hopkinson declared an interest in the allotment tenancy agreement and proposed fees.
Cllr Eastwood declared an interest in the financial authorisations.

95/17 Applications for a Dispensation
None.

96/17 Minutes of Meetings (previously circulated to Members)
a) The minutes of the Parish Council's monthly meeting held on 11th October 2017 were confirmed as a true and correct record.
b) Under matters arising from the minutes, Cllr Ashworth raised the issue of the introduction of a political candidate. He stated it was important that the Parish Council was seen to be politically neutral. Cllr Eastwood noted the comments made and thanked Cllr Ashworth for raising this issue.
c) Updates on the November Outstanding Issues Report were:

There have been no further developments on Section 106.

Cllr Ashworth reported that all the grit bins were full. He felt the main issue was the gritting of pavements in particular locations, for example round the school and in the Community Centre car park.

Resolved: The location of grit bins would be an item on the next agenda.

It was agreed to circulate the draft Emergency Plan to all Councillors. Cllr Harrop requested information about the emergency cabinet be put on the website.

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A meeting about representation on the School's Governing Body is being arranged.

The clerk has arranged to meet a Bradford Council officer about overhanging trees.

The application for funding for two further defibrillators has not yet been submitted.

The clerk has been in touch with Liz Parker, Ward Officer about a litter bin on the lay by on Hebden Bridge Road.

97/17 Public Question Time

There were no questions raised.

98/17 Guest Speakers

- a) PCSO Mark Anderson introduced himself and gave a brief overview of his Police career. He reported there had been the following crimes in Oxenhope:
- 1 attempted burglary
 - 1 theft
 - 1 domestic assault

Cllr Cusdin raised the issue of speeding vehicles on Station Road following the re-opening. She asked about Police speed checks. PCSO Anderson said he would follow this up, but said speed checks have limited effects, but Councillors felt that it would be helpful.

The sign on Station Road showing vehicles speed has not yet been replaced. The clerk was asked to follow this up with Highways.

- b) Worth Valley Ward Councillors.
Cllr Poulsen started by saying the Ward Officer, Liz Parker, is on sick leave for the next couple of weeks.

Cllr Poulsen reported she would be attending a meeting about seven doctors practices coming together in the Modality Partnership. She was not sure what impact this would have. Cllr Ashworth asked for feed back from the meeting. He also raised issue of the out of hours service and a surgery on Saturdays.

Following the completion of the work, Station Road is now open. The weir on the downstream will be reinstated once the second arch under the bridge has been cleared. Cllr Eastwood felt that, despite early problems with communications, the contractors had done a good job.

As there is now gas work on Best Lane, buses are going to return to using West Drive.

Cllr Goulding raised the email from a resident about vegetation on Marsh Lane. He asked Cllr Poulsen what could be done about the self seeded trees growing on the verge, which he thinks belongs to Bradford Council.

Cllr Poulsen agreed to get in touch with the tree department and feed back to Cllr Goulding.

- c) John Parkin, Headteacher at Oxenhope School.
Mr. Parkin reported that there was a lot going on in school. He has a teaching assistant who is a sports champion. They have a hockey club in school and will also start playing boccia next half term. The daily mile had been very successful and he calculated by the end of the year the school would have run 40,000 miles

The Friends of Oxenhope PTA had organised a fund raising Light Disco in school.

The School Council would be representing the school at the Remembrance Service in St. Mary's Church.

Year 3 were doing pedestrian training. Optional flu vaccinations would be available for Reception to Year 4.

Parents' evening was in a couple of weeks. An opportunity for parents to talk to Governors had also been arranged each half term.

The school app was proving successful with more than 150 families using it.

He was pleased to report that they had a strong field of candidates for the recent vacancies and had appointed a part time teacher and a teacher to cover a maternity leave.

99/17 Planning

The following planning applications were considered: -

- a) **17/05622/HOU** Building of stone log store to front of house at Wood View Back, Leeming, BD22 9NL. The Parish Council raised no objection.
- b) **17/05838/FUL** Amendments to design of house approved under application 16/06569/FUL at 14 Cross Lane Oxenhope BD22 9LE.

Cllr Cusdin left the meeting.

The Parish Council raised no objections to the proposed changes. Cllr Cusdin re-joined the meeting.

100/17 Safety Inspection Reports for Allotments and Marsh Common

The reports for the Allotments and Marsh Common were noted.

Cllr Harrop said Cllr Goulding has laid stones on the allotment roadway. Unfortunately the grass near the entrance had been churned up. Cllr Harrop had contacted the owner to apologise.

101/17 Rose Garden Draft Lease and Official Notice of Disposal

Cllr Maw observed it was not an asset transfer of the Rose Garden but a long lease. Cllr Eastwood noted but pointed out that a positive benefit of that arrangement was that the asset could be given back with three months' notice.

Councillors felt that further information was needed on insurance, maintenance (including responsibility for emptying litter bins, rates and what

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constituted returning the asset in the same condition at the end of the lease). It was also noted that there was mention of obtaining legal advice before agreeing to the terms.

Resolved: The clerk would obtain further information from Bradford MDC and seek legal advice on the terms proposed.

102/17 Correspondence

The following new correspondence was considered:

- a) Minutes from the Liaison Meeting between Bradford Council and Local Councils held on 26th September 2017. Noted.
- b) Email from Cllr Ashcroft about road works on Station Road. Noted as this had been discussed earlier in the meeting.
- c) Email from Cllr Ashcroft about parking problems in connection with beer festival at KWVR. Cllr Ashcroft stated the poor parking was not the railway's fault but it would have been helpful if they had put the cones out as had been agreed previously. Noted.
- d) Email from J.A. Scholefield, Bradford Council, about Oxenhope Bowling Club. There was a discussion over this correspondence and it was made clear that the Club, although facing challenges in terms of a declining memberships and financial issues, was not currently seeking financial support from the Parish Council. Councillors expressed a wish to see the club continue and would help where possible. Noted.
- e) Email from a resident expressing concerns about an ash tree. Noted.
- f) Email from Pixsy Case Management about photo used on Oxenhope website. Cllr Eastwood explained that a copyright picture had been used on website in error.

Resolved: The clerk would obtain legal advice from the Council's insurance company.

103/17 Ovenden Moor Wind Farm grants

Cllr Hopkinson was asked the total amount of grants available from the Wind Farm. He stated there would be £45,000 per year, made up of three grants of £10,000 with the remaining £15,000 allocated to smaller grants.

Cllr Ashcroft felt that applying for funding for the Rose Garden was a good approach and would benefit the whole village.

Cllr Eastwood expressed concerns about the tight timescale and being able to provide 3 quotes for the bid, but it was pointed out that most organisations would struggle to meet this requirement in the short time available.

Resolved: The Clerk, Chair and Cllr McManus were authorised to complete a funding application, referencing the newly established Rose Garden Sub-Committee and setting out proposals for a three year programme of improvement, seeking support up to £10,000 per annum.

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104/17 Allotment – Tenancy Agreement and proposed fees from January 2019

Cllr Hopkinson left the meeting.

The proposed revised tenancy agreement was discussed.

Cllr Harrop read out an email from an allotment holder querying the level of reduction in fees for retired allotment holders. There was then a discussion on the level of reduction in fees for retired allotment holders.

Resolved:

To authorise the revised tenancy agreement.

To authorise the following fees from January 2019 (retired rates shown in brackets):

Full plot £40.00 (£30.00)

Half plot £20.00 (£15.00)

Cllr Hopkinson re-joined the meeting.

105/17 Proposed dates for meetings 2018

Resolved: To authorise the proposed dates for meetings in 2018.

106/17 Financial Matters

Cllr Eastwood left the meeting.

Resolved:

- a) To authorise expenditure of up to £3,750 by Integreat on the NDP, to be fully funded by the grant from Groundwork.
- b) To authorise expenditure of £523.50 for 1½ days of website development, updating and training in relation to NDP, to be undertaken by Digital Nomads. Work includes development of an online document repository and additional NDP pages and content. Note this is partly funded by the grant from Groundwork. Cost to Oxenhope Parish Council is £162.
- c) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
H3G (Three)	Direct Debit	£12.68	Phone (£2.68 additional charge relates to phone call to Npower on 0845 number)
Jacob Mitchell	101264	£182.00	Stone for allotment path
Peter McManus	101265	£266.40	Payment for work on Rose Garden by Victor Blackman £150 and supplies from Nelsons £116.40
Green Hill Landscapes Ltd.	101266	£144.00	Treatment of Japanese Knotweed on Marsh Common

- d) To note the following payments previously authorised:
Clerk’s salary and home working allowance (01.11.17– 31.11.17)
- d) To note the bank reconciliation and budget.

Cllr Eastwood re-joined the meeting.

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107/17 Minor items and items for next agenda

Cllr Cusdin pointed out a bollard had been demolished at the top of Cross Lane. The clerk was asked to log this on the Bradford Council website.

Cllr Cusdin asked about the ducting on Rose Garden and suggested information on this be placed on Oxenhope Online.

A request was made by Cllr Cusdin to include the General Data Protection Regulation (GDPR) on the next agenda.

108/17 To note the date and time of the next meeting

The next monthly meeting will be on Wednesday 13th December 2017 at 7.30 p.m.

The meeting closed at 8.50 p.m.