

**MINUTES OF THE MEETING OF OXENHOPE PARISH COUNCIL HELD ON WEDNESDAY
10TH APRIL 2013 AT OXENHOPE METHODIST CHURCH, COMMENCING
AT 7:30 PM**

Present: Cllr Neal Cameron
Cllr Tony Maw
Cllr David Ashcroft
Cllr Pauline Bedford
Cllr Penny Cusdin
Cllr Reg Hindley
Cllr Derrick Hopkinson
Cllr Tony Jones

In attendance: Miran Rahman, Keighley News Reporter
Worth Valley Ward Councillor Rebecca Poulsen
Five members of the public

273/13. No apologies consented to

274/13. Disclosures of Interest

Cllrs Hopkinson & Jones declared a discloseable pecuniary interests re planning application 13/01161/HOU - Construction of extension over existing garage and extension to hall to form bedroom at 2 Cross Farm Court.

275/13. No applications for dispensation had been received

276/13. Guest Speakers

Police Sergeant Chris Watson reported via e-mail the following:

'Crime recorded 6 weeks 25/02/2013 to 10/04/2013

Burglary Dwelling **1** (one arrest, though no prosecution to date)
Burglary non-dwelling **1** (horse riding equipment taken from an outbuilding)
Theft from Motor Vehicle **3** (two of which were Land Rovers' the third was theft of fuel)
Theft of motor Vehicle **0**
Other Theft **0**
Criminal Damage **2** (one of which we have a suspect to arrest)

A further operation planned to target Land Rover crime - further educating vehicle owners and targeting known dealers

Of note, a warrant was executed last week under the Misuse of Drugs Act. A small number of plants believed to be Cannabis were recovered from a house in Oxenhope. I'm unable to expand further as the enquiry is on-going.'

277/13. Minutes of meetings

The minutes of the Parish Council meeting held on 13 th & 27 th March were proposed as a correct record by Cllr Jones and were signed by the Chairman.
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No matters arising

The April Outstanding Issues Report was duly noted.

Matters arising:

The Clerk was requested to remove the entry referring to off-road vehicles at Nab Hill and Sawood Moss and to ensure Bradford Council had ring-fenced for Oxenhope the section 106 monies of £52,000.

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278/13. Public question time

No matters raised.

279/13. Planning

13/01161/HOU - Construction of extension over existing garage and extension to hall to form bedroom at 2 Cross Farm Court. The Parish Council raised no objections.

13/01222/FUL - First floor extension over single storey structure to form holiday cottage at Shaw Top Barn Shaw Lane. The Parish Council raised no objections in principle to the first floor extension but suggested to the applicants present that they should consider having a chimney built on the roof of the extension in keeping with sections 4 & 5 of the Oxenhope Village Design Statement.

The following decisions were noted:

Permission granted – 13/00258/HOU – Construction of bay window and French doors with raised flagged area to front at 5 Station Road

Permission granted – 13/00454/FUL – Construction of two detached dwellings at grid reference 403596 434574, Denholme Road

Refused planning permission – 12/04408/HOU – New access way at 71 – 73 Denholme Road. It was noted that planning permission had already been granted to convert 69 – 75 Denholme Road into five dwellings together with garages and that this permission should not have been granted without first considering a suitable new access to these new dwellings and garages.

Refused planning permission – 12/05041/FUL – Wind turbine at Bodkin, Bodkin Lane

280/13. Consultation

Resolved: To defer submitting a response to KWVR's Byelaws until after the matter has been discussed at the next Worth Valley Joint Transport Committee meeting on 27th April 2013.

281/13. Bio-diversity study

Resolved: That an in-depth bio-diversity study for Oxenhope is kept in mind when work begins on the Oxenhope Neighbourhood Plan. The Clerk was requested to mention the study in the Annual Report as there maybe someone interested in the village willing to undertake it. It was suggested that the Parish Council could offer this study to a university student.

282/13. Openness and transparency on Member's personal interests

Resolved: To note the Department for Communities and Local Government updated guidance – openness and transparency on personal interests.

283/13. Allotments

Resolved:

- a) To note the feedback received from allotment holders re the amended tenancy agreement
- b) That the Clerk, Cllrs Cameron and Bedford would be members of one working group to (i) attend to the allotment holders feedback and that Cllrs Cameron, Bedford, Jones and Hopkinson would be members of another working group to (ii) action plan the work needed to convert the Keighley Road piece of land into allotment plots. Cllr Ashcroft added that consideration needed to be given for those allotment holders wishing to move from one site to the other.
- c) To agree to submit a £500 funding bid to Skipton Building Society Big 160 Appeal to develop the new Keighley Road Allotment site. Cllr Hopkinson to draft the bid.

284/13. Correspondence

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Resolved:

- a) To note the e-mail dated 2nd April received from Cllr Graham Mitchell, Chairman of Keighley Town Council's Watch & Transport Committee re Black Moor Road. At this point it was agreed to minute that members of the Parish Council were grateful to local farmers for clearing some of Oxenhope's highways after the heavy snowfall in March and to private individuals who dug out less abled/elderly neighbours. It was agreed that Cllr Cameron should discuss the contents of Cllr Mitchell's e-mail at the next Worth Valley Joint Transport Committee meeting.
- b) To note the e-mail and attachment dated 2nd April received from Ian Horsfall in response to the Parish Council's request for updates to planning enforcement cases. Cllr Cameron confirmed that he had requested a further update from Ian Horsfall.
- c) To note the e-mail dated 22nd March received from Martyn Burke in response to the Parish Council's e-mail dated 21st March re planning application 12/04979/FUL. Agreed that the Parish Council should respond following the inconsistent approach adopted by the Planning Department in refusing the new access way at 71 – 73 Denholme Road (planning application 12/04408/HOU).

285/13. Reports

Resolved: To receive the following reports:

- a) School Governors. Cllr Ashcroft confirmed that the next School Governors' meeting would be held on 1st May 2013 and that the 77 applications received for next year's Reception Class would be considered at this meeting.
- b) Oxenhope Tour de France Committee. Cllr Ashcroft confirmed that he would be attending the Welcome to Yorkshire Tour de France road-show on Monday 22nd April and would feedback information from the roadshow at the next Parish Council meeting.
- c) Allotments. Cllr Bedford confirmed that fifteen names remained on the waiting list.
- d) Oxenhope Youth Club. Cllr Cusdin reported that the Youth Club is now open to all secondary school age children and as a result attendance numbers had increased.
- e) Rights of Way (RoW). Cllr Hindley confirmed that RoW Department were concentrating their efforts to improve the North Beck route to Goose Eye. Other works locally had been thwarted by the recent wintery weather conditions. The RoW Department had confirmed that 'they will do what they can' to the two footpaths from Heights to relieve the muddy stretches, and relieve the muddy flooding on the footpath from Ducking Stool Corner to Hoyle.
- f) Oxenhope Community Centre. Cllr Maw confirmed that the AGM did go ahead as planned on 14th March and officers were elected at this meeting. Cllr Maw reported that he had been re-elected as Chairman and that a new Treasurer had been appointed. Efforts were being made to re-establish a full complement of committee members and any volunteers would be welcome. The main funding bid would be submitted at the end of April.

286/13. Financial Matters

Resolved:

- a) To authorise that the following unspent grant monies be earmarked in order that these monies can be spent in the financial year 2013/14:

Grant monies received from:	Amount:	Purpose:
Keighley Town Council	£2,300.00	To install Worth Exploring interpretative panels at Keighley & Ingrow Stations

- b) To authorise the following accounts for the year ended 31st March 2013 and to authorise the Chairman to sign Section 1 of the Annual Return:

	31/3/12	31/3/13	Variance	Explanations of significant variations
Balances brought forward	£31,221	£25,797	(£5,424)	Earmarked funds not spent as planned during the financial year 2010/11 relating to the Revealing the

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				Worth project (£1,000), the football pitch (£2,000) and the Children's Play Area (£2,000) were spent during the financial year 2011/12.
(+) Annual Precept	£16,048	£16,380	£332	N/A
(+) Total other receipts	£42,845	£11,532	(£31,313)	Grant monies of £11,515 were received as compared with £42,382 received in 2011/12.
(-) Staff costs	£10,084	£9,578	£506	N/A
(-) Loan interest/capital repayments	£0	£0	£0	N/A
(-) Total other payments	£54,233	£10,390	£43,843	During the year 2011/12 grant monies spent amounted to £42,355 and £6,000 was spent on Recreation Ground improvements. In 2012/13 only £3,000 was spent on Recreation Ground improvements.
(=) Balances carried forward	£25,797	£33,741	£7,944	Keighley Town Council grant of £2,300 received during 2012/13 has yet to be spent.
Total Cash & Investments	£25,797	£33,741	£7,944	As above
Total Fixed Assets	£33,033	£33,033	£0	N/A
Total Borrowings	£0	£0	£0	N/A

c) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
YLCA	101026	£502.00	Annual subscription
Tony Jones	101027	£16.98	Three tier stands for the telephone kiosks
C J H Electrical Services Ltd	101028	£204.00	Replaced light fitting in the Marsh Lane telephone kiosk and a new protective cover in the Denholme Rd kiosk
Gratuity Account	Transfer	£29.14	Monthly transfer
Elaine Pearson	Standing Order	£713.54	Monthly salary

d) To note the following trial balance:

Analysis	A/c				Grand Total	Budget remaining
	Current	Deposit	Gratuity			
001. Balance b/fwd	908.47	30406.95	2426.00		33741.42	
002. Transfer	-29.14		29.14			
01. Precept	15570.00				15570.00	
120. Clerk's monthly salary	-713.54				-713.54	£9,226.46
121. Subscriptions	-502.00				-502.00	£388.00
143. Telephone Kiosks	-220.98				-220.98	£13.02
Grand Total	£15,036.85	£30,406.95	£2,455.14		£47,898.94	

287/13. Annual Report 2012 - 13

Resolved: That the following amendments needed to be attended to before the Annual Report could be authorised:

- Rewording of Cllr Cameron's foreword
- Removal of the strap line on pages 1, 3, 5 & 7

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- c) All text to be non-hyphenated
- d) Plus other amendments already mentioned in the minutes.

288/13. The Clerk’s annual appraisal

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

Resolved:

- a) To note the Clerk’s annual appraisal for the period 1st January – 31st December 2012
- b) To note the Clerk’s written proposal to discontinue purchasing future laser printer toners
- c) To ratify the decision made by the Chairman and Clerk to purchase a Hewlett Packard Officejet 6700 all-in-one printer in March to take advantage of Curry’s discounted price of £89.00 (RRP £149.99)
- d) To authorise that the Parish Council enter into a two year mobile phone contract to provide the Clerk with a dedicated Oxenhope Parish Council mobile phone.

289/13. Minor items and items for the next agenda

Minor Items:

- a) A concerned resident had written to the Clerk requesting that the Parish Council address the problem of a landowner burning general waste, wood, caravan bedding, plastic, plastic foam and rubber on the owner’s land adjacent to 20 - 22 Denholme Road. At this point of the meeting Cllr Cusdin declared a discloseable pecuniary interest and left the meeting. It was agreed by the remaining members of the Parish Council that Cllr Hopkinson draft a letter to the Assistant Director Environmental & Regulatory Services enquiring why an abatement notice was not issued. Cllr Cusdin then returned to the meeting.
- b) Cllr Cusdin reported that the Oxenhope Straw Race Committee could face a £700 charge from Bradford Council for clearing up after this year’s Straw Race. The Committee were actively seeking volunteers to assist this year’s clear up to avoid the charge.
- c) Mr Goulding shared with members of the Parish Council his recent Oxenhope online Facebook wall post, namely *‘Can I make people aware of the danger to cattle of letting dogs foul footpaths through fields (or in fields, where dogs are let run free). Many dogs in this area carry the Protozoan Pathogen, Neospora. Although harmless to dogs it is passed to cattle through dog faeces. Once infected the cow remains infected for life and is in many cases unable to carry a full term pregnancy, most miscarry at three months. The only option is to cull the cow at a cost of up to two thousand pounds. Many herds can show up to 50% infection rates. Neospora cannot pass between cows and needs the dog as a host. Please clean up after your dog!’* It was agreed that Cllr Cusdin should mention this on her page of the Annual Report.
- d) The Clerk was requested to obtain a quote from CJH Electrical to repair the lighting at the Denholme Road telephone kiosk.

290/13. To note the date and times of the next meetings

- Annual General Meeting on Wednesday 8th May 2013 at 7.30 p.m.

The Chairman closed the meeting at 21:00 p.m.

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