

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON  
WEDNESDAY 10<sup>TH</sup> DECEMBER 2014 AT OXENHOPE METHODIST CHURCH,  
COMMENCING AT 7:30 PM**

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

In attendance: Miran Rahman, Keighley News Reporter  
Two members of the public

**151/14. Apologies consented to**

Cllr Neal Cameron (work commitments)  
Cllr Tony Jones (family commitments)

**152/14. No disclosures of Interest**

**153/14. No applications for Dispensation**

**154/14. No Guest Speakers**

**155/14. Minutes of meetings**

The minutes of the Parish Council meetings held on 12 <sup>th</sup> & 26 <sup>th</sup> November were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman.
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**Matters arising:**

Minute 147/14c – Determination of planning application 14/03122/FUL – Installation of 2 x Gaia 133 11kW wind turbines on 18m masts at Old Oxenhope Farm, Old Oxenhope Lane at the Keighley and Shipley Planning Panel meeting on 27<sup>th</sup> November 2014. Cllr Hopkinson confirmed that he represented the Parish Council on 27<sup>th</sup> November but found it extremely disappointing that Cllr Rebecca Poulsen who had referred the application to Panel for determination was not present at the meeting. The Panel overturned the planning officer's recommendations for refusal but struggled to find reasons to approve the application other than the dairy farm needed to improve its carbon footprint. No consideration was given to the Planning Inspectorate's report relating to a previous planning application (10/04909/FUL) to install one wind turbine at Old Oxenhope Farm and the resultant harm that two wind turbines would cause to the landscape. Cllr Hopkinson observed that recently each time applications have been referred to the Panel that the Panel have taken the opposite decision to the Parish Council. Agreed that the Clerk write to the Planning Department for a clear steer as to wind turbine planning applications and that members question Cllr Poulsen when she next attends a Parish Council meeting as to the rationale for referring planning application 14/03122/FUL to Panel.

The December Outstanding Issues Report was duly noted.
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**No matters arising**

**156/14. Public question time**

The meeting was adjourned to allow residents of Bank to raise the following concerns as regards planning application 14/04800/FUL – Retrospective application for use of land as garden and formation of new boundary retaining wall at 13 Bank, Denholme Road:

- a) If the cobbled area and other land marked as right of way were to be used to access the land for the rebuilding of the retaining wall, all of the following points made by the Planning Officer relating to the 2011 planning application (11/04195/FUL) will pertain:

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- i. 'The access to the garages would result in vehicles attempting to use a 2 metre wide track between, and across the rear of other dwellings to the west. Entry to this track is via an approximately 135 degree right turn that is impossible for motor vehicles to negotiate other than by passing it and then by reversing with considerable difficulty through a narrow gap between existing dwellings that affords inadequate visibility, and which is likely to result in noise disturbance and potential damage to property. These vehicles would pass within perhaps 300mm of, and at windowsill level of, habitable room windows in these neighbouring properties.'
- b) This use would take away residents right of privacy and family life as heavy plant and machinery go through a gap of 2 metres within inches of properties, windows and doors and also would create a hazard to the occupants of numbers 4 and 5.
- c) As the proposed route to the land is so narrow (mostly 2 metres) culminating in a 135 degree angle, the land in front of residents windows will be used to reverse cars, and turn, again being a hazard to safety and family life, and further creating a hazard on entering/exiting Denholme Road.
- d) The application does not take into account the fragility of the dirt and cobbled track and ensuing damage to cellars, sewage and drain pipes near the surface, as well as a spring culvert.
- e) If the boundary at the back of 7, 9, 11 and 13 was allowed to be extended as marked cross hatched in red on the plans it was expected that the applicant would try and use the access in the future for residents in the properties 69 - 75 Denholme Road with up to 8 vehicles or more.

**157/14. Planning**

**Resolved:**

- a) To formulate observations relating to the following planning application:
  - i. 14/04800/FUL – Retrospective application for use of land as garden and formation of new boundary retaining wall at 13 Bank, Denholme Road. The Parish Council raised the following objection - access via Bank to build the new boundary retaining wall is unacceptable as it would necessitate vehicles attempting to use a 2 metre wide track between, and across the rear of, other dwellings to the west. Entry to this track is via an approximately 135 degree right turn that is impossible for vehicles to negotiate other than by passing it and then by reversing with considerable difficulty through a narrow gap between existing dwellings that affords inadequate visibility, and which is likely to result in noise disturbance and potential damage to property. These points were highlighted by the planning officer in his report when permission was refused to build garages at this site (planning application 11/04195/FUL) but are still relevant for this 2014 planning application. To overcome this objection members suggested that a temporary access from Denholme Road should be permitted in line with the one granted relating to planning application 11/04195/FUL. Furthermore, members confirmed that they would have no objections in this access being made permanent as it would allow off-road parking for the residents of 69 - 75 Denholme Road. If the planners are minded to approve the planning application then determination should take place at a Planning Panel Meeting.
  - ii. 14/04801/HOU – Extension to form Granny Annex to High Binns, Height Lane. The Parish Council raised no objections.
- b) To note the following decision:
  - i. Permission granted - 14/03122/FUL – Installation of 2 x Gaia 133 11kW wind turbines on 18m masts at Old Oxenhope Farm, Old Oxenhope Lane

**158/14. Correspondence**

**Resolved:**

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- a) To note e-mail dated 10<sup>th</sup> November re the Bradford District Bus Tender Review.
- b) To note e-mail dated 10<sup>th</sup> November re the Haworth/Hebden Bridge Walks project and for the Clerk to respond as regards to the use of logos as opposed to taking up additional space by including funders names in full.
- c) To note e-mail dated 18<sup>th</sup> November re status of rough land currently used as a 'car park' adjacent to Hebden Bridge Road and for Cllr Cameron to take this matter up with Yorkshire Water during his current negotiations with Yorkshire Water to secure additional land for allotments.
- d) To note e-mail dated 28<sup>th</sup> November re Moor Side Lane and Yate Lane and for the Clerk to respond to Highways Department to pass on the Parish Council's thanks for the courtesy shown to local residents whilst the work was undertaken on Yate Lane. Cllr Cusdin to share the information received re Moor Side Lane on the Facebook page of Oxenhope Online.

**159/14. Consultation**

**Resolved:** That Cllr Hopkinson would draft a response on behalf of the Parish Council to the questionnaire relating to the 'Development of a consistent policy regarding the placing and maintenance of memorials in the countryside sites and parks that Bradford Council manage across the District'. This would then be authorised at the January 2015 monthly meeting. Cllr Cusdin would bring the consultation to the attention of parishioners via Oxenhope Online.

**160/14. Schedule of meetings for 2015**

**Resolved:** To agree to the previously circulated schedule of meetings for 2015.

**161/14. Community Assets**

**Resolved:**

- a) To defer the authorisation of the applications to register Oxenhope Recreation Ground, Oxenhope Community Centre, Oxenhope Cricket Ground, the Rose Garden and the Millennium Green as community assets until the January 2015 monthly meeting.
- b) To authorise that an application should be completed in the Parish Council's name to register the Duck Pond adjacent to Station Road as a community asset

**162/14. Marsh Common**

**Resolved:** To note the October Safety Inspection Report.

**163/14. Reports**

- a) Oxenhope School Governors. Cllr Ashcroft reported that Jo Wright had taken over as the Chairperson of the School Governors and that Cllr Ashcroft was now the Vice Chairman. An Ofsted inspection was currently in process and Cllr Ashcroft would give a report on this inspection at the next monthly meeting.
- b) Allotments. Cllr Bedford confirmed that there were 16 names on the waiting list and offered members sight of a report 'Managing non cultivation.'
- c) Oxenhope Youth Club. Cllr Cusdin confirmed that the Youth Club had received £800 from the Straw Race Committee. Although youth worker problems had been resolved until the end of the financial year, the Youth Club was still short of volunteers.
- d) Rights of Way. Cllr Hopkinson confirmed that he had nothing significant to report.
- e) Oxenhope Community Centre. Cllr Maw reported that the new spot lights had been fitted and that decoration of the hall would be undertaken between Christmas and New Year.

**164/14. Financial Matters**

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**Resolved:**

a) To accept the following Budget for 2015/16:

<b>Predicted spending:</b>				
<b>2014/15</b>	<b>Administration</b>	<b>2015/16</b>		
9940	Clerk's salary <sup>1</sup>	9940		
545	Stationery and printing <sup>2</sup>	340		
275	Mobile phone	285		
60	Postages	60		
275	Office costs	275		
150	Travel and subsistence	150		
250	Internal and external audits <sup>3</sup>	250		
	Total		11300	
870	Subscriptions <sup>4</sup>	800		
320	Room Hire <sup>5</sup>	320		
495	Insurance	495		
250	Training	250		
250	Marketing	100		
375	Outreach	375		
	Total		2340	
	<b>Projects (To be agreed by resolution)</b>			
880	Christmas Lights <sup>6</sup>	1030		
250	Maintenance of Marsh Common	1250		
250	Telephone kiosks	150		
0	Youth Club	3570		
500	Contribution towards the 812 bus service	500		
0	Website	400		
	Total		6900	
935	Contingency Fund <sup>7</sup>	170		
1000	Grants via Participatory Budgeting	1000		
0	Grants - Other	0		
	Total		1170	
17870	<b>Total Predicted Spending</b>			<b>21710</b>
	<b>Predicted Income:</b>			
2500	Transfer from reserves <sup>8</sup>		6380	
	Total		6380	
	<b>Total Predicted Income</b>			5500
<b>15370</b>	<b>Precept (Spending - Income)</b>			<b>15330</b>

Based on Bradford Council's latest figures, the Council Tax Support Grant will be £848 (2014/15 Council Tax Support Grant was £875)

With a Tax Base of 992 then the Parish Council Tax for a Band D Property would be £14.60 (2014/15 Tax Base was 968 and Band D tax was £14.97)

- Notes:
1. Salary scale 29, hours per week 14.
  2. Includes the printing of 50 Annual Reports for collection at the Co-Op
  3. This assumes the Parish Council's income/expenditure is < £50,000
  4. Includes annual web site hosting fee and annual subscriptions to ICO, SLCC & YLCA
  5. All room hire at Oxenhope Methodist Church

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- Current charges £10 per session May - Sept (£18 Oct - Apr)
6. Based on 2014 - 15 energy consumption and anticipated 2015 - 16 electrician's fees
7. Fund to pay for any unforeseen expenditure
8. Forecast amount of reserves as at 31st March 2015      £29,000.00
9. Earmarked funds for additional allotments                      £3,634.00

b) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Orange	Direct Debit	£28.24	Mobile phone charges from 17 <sup>th</sup> November to 16 <sup>th</sup> December
Gratuity Account	Transfer	£29.43	Monthly transfer
Elaine Pearson	Standing Order	£755.24	Monthly salary
Oxenhope Methodist Church	101104	£50.00	Room hire
Tony Maw	101105	£3.50	Travelling expenses
Oxenhope PCC	101106	£125.00	Outreach contribution
SLCC	101107	£171.00	Annual subscription

c) To note the following trial balance:

Analysis	A/c				Grand Total	Budget remaining
	Current	Deposit	Gratuity			
001. Balance b/fwd	811.70	29424.41	2780.43		33016.54	
002. Transfer	-6264.87	6000.00	264.87			
01. Precept	14495.00				14495.00	
02. Oxenhope Conservation Initiative	1037.72				1037.72	
04. Bank Interest Business Base Rate		9.76			9.76	
05. Grants Received	875.00				875.00	
06. VAT repayment	194.24				194.24	
08. Rent Allotment Holders	403.00				403.00	
09. Bank Interest - Gratuity Account			0.74		0.74	
10. Allotments Grant	467.00				467.00	
119. PAYE & NIC	-429.50				-429.50	
120. Clerk's monthly salary	-6596.28				-6596.28	£3,289.09
121. Subscriptions	-775.00				-775.00	£95.00
122. Insurance	-481.09				-481.09	£13.91
123. Audit Fee	-290.00				-290.00	
124. Room Hire	-216.00				-216.00	£104.00
125. Stationery & printing	-123.16				-123.16	£442.04
126. Postage	-59.52				-59.52	£0.48
128. Christmas Lights	-82.46				-82.46	
129. Travel & subsistence	-3.50				-3.50	£146.50
131. Allotments	-684.60				-684.60	
133. Contingency Fund	-9.00				-9.00	£927.50
135. Mobile phone	-257.07				-257.07	£60.79
139. Outreach	-250.00				-250.00	£125.00
141. Marsh Common	-120.00				-120.00	£150.00
142. Contribution towards the 812 service	-500.00				-500.00	
<b>Grand Total</b>	<b>£1,141.61</b>	<b>£35,434.17</b>	<b>£3,046.04</b>		<b>£39,621.82</b>	

#### 165/14. Minor items and items for the next agenda

##### Minor items:

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- a) Agreed that the Clerk contact Damian Fisher in Bradford Council's Cleansing Department to request that the ginnel connecting Waterside to Yate Lane be cleared of weeds and dog fouling.
- b) Agreed that the Clerk contact Highways Department to have the boards removed from outside number 5 Yate Lane as they are causing an obstruction.

**166/14. To note the date, time and venue of the next meeting**

Monthly meeting on Wednesday 7<sup>th</sup> January 2015 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 21:10 p.m.

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