

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON  
WEDNESDAY 11<sup>TH</sup> SEPTEMBER 2013 AT OXENHOPE METHODIST CHURCH,  
COMMENCING  
AT 7:30 PM**

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

In attendance: Worth Valley Ward Councillors Poulsen and Brown  
Miran Rahman, Keighley News Reporter  
One member of the public

**87/13. Apologies consented to**

Cllr Bedford (illness)  
Cllr Jones (family commitments)

**88/13. No disclosures of Interest**

**89/13. No applications for dispensation had been received**

**90/13. Guest Speakers**

Cllr Poulsen explained that she had met with Cllrs Hopkinson and Jones and looked at the new Keighley Road allotment site and also the existing allotment plots at the Recreation Ground. Cllr Poulsen explained that the Worth Valley Funding Application needed to be submitted by 18<sup>th</sup> October and that the process would be similar to last year. Noreen Akhtar is now managing the Community Chest Funding and invites properly constituted community groups with a bank account to submit applications for funding up to £500. In Cllr Miller's absence, Cllr Poulsen explained that he had requested that the Leader of the Bradford Council revisit the Worth Valley Cycleway feasibility study. On 28<sup>th</sup> September there will be a Tour de France meeting at Victoria Hall in Keighley. Cllr Brown confirmed that he was trying to develop the Cultural Festival leading up to the Tour de France and requested that interested groups should contact him so that a joint plan can be developed. The Hollywood Project entails large sized words on the landscape. The recently installed image and letters adjacent to Shaw Lane had so far received positive feedback. Cllr Ashcroft commented that each group was concentrating on its own thing and that Bradford Council were not connecting with all the groups which should be involved in the Tour de France planning. Cllr Poulsen confirmed that Noreen Akhtar would be co-ordinator and Cllr Ashcroft welcomed this. Cllr Ashcroft then asked the question of members of Oxenhope Parish Council as to how active the Parish Council should be once the route is finalised in October. Cllr Cameron reminded the Worth Valley Ward Councillors that he still welcomed their views on 1) the Community Service Centre in Haworth; and 2) a Worth Valley Community Railway Service. As regards the Community Service Centre, Cllr Cameron confirmed that the three parish councils involved in this project had been requested to contribute £15k in total. Cllr Cameron indicated that he felt Bradford Council should be paying this amount rather than the parish councils. Cllr Poulsen confirmed that the two projects should be looked at but pointed out that there were so many questions unanswered as yet as regards the Worth Valley Community Railway service e.g. was it a feasible project and would it run early in the morning to get people into Leeds for work. Cllr Cameron confirmed that he and his fellow parish councillors from Keighley and Haworth were investigating these matters but as this project could create jobs in the Worth Valley that the Worth Valley Ward Councillors should show their support for this project and get involved. Cllr Cameron agreed to circulate reports to the Worth Valley Ward Councillors to get them up to speed with the Worth Valley Community Railway Service. As regards the Community Service Centre, Cllr Poulsen confirmed that Cllr

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John Huxley had advised her that there would be further information soon on this project. Cllr Poulsen confirmed that in Haworth the Community Service Centre had prompted a lot of questions e.g. would it be professionally run? Cllr Cameron confirmed that he and his fellow councillor from Haworth, Cllr John Huxley, had achieved this compromised position with the Fire Service and asked why the Worth Valley Ward Councillors weren't getting involved in this project.

Cllr Cameron asked the Worth Valley Ward Councillors if they had any information as to who was trying to save the Bay Horse as a community asset. Cllr Poulsen confirmed that she had little information regarding this other than interest had been shown in converting the public house into an Indian Restaurant but it now looks that it will be retained as a public house. Cllr Maw confirmed that the Bay Horse would remain as a public house and it was likely to be closed for a period of three months for refurbishment.

### 91/13. Minutes of meetings

The minutes of the Parish Council meeting held on 14<sup>th</sup> August were proposed as a correct record by Cllr Hindley and were signed by the Chairman.

**No matters arising**

The minutes of the Worth Valley Joint Transport Committee meeting held on 3<sup>rd</sup> September were noted.

**No matters arising**

The September Outstanding Issues Report was duly noted.

**No matters arising:**

### 92/13. Public question time

The meeting was adjourned to allow the one parishioner present to confirm that his reported lack of enforcement issues relating to land south west of 22 Denholme Road had not prompted a response from Cllr Val Slater. Cllr Cameron confirmed that he would raise this matter at the next Parish Councils' Liaison meeting on 18<sup>th</sup> September.

### 93/13. Oxenhope Neighbourhood Development Plan

**Resolved:**

- a) That Cllrs Cameron, Maw, Hopkinson and Jones will represent the Parish Council on the Oxenhope Neighbourhood Development Plan Working Group. Cllr Ashcroft indicated he wished to be kept in the loop of circulated information within the Group.
- b) To note the correspondence received from the Yorkshire Wildlife Trust and the Environment Agency during the Area Application consultation period.

### 94/13. Oxenhope e-newsletter

**Resolved:** That short sharp bits of information for parishioners should be included, such as the offer of free fire safety checks and the availability of Community Chest funding for properly constituted groups. Clickable links to Bradford Council's website should be used so that parishioners can gain further information on Neighbourhood Planning. The recent article written by Cllr Cameron should be included as should a short article on the Community Centre (Cllr Maw offered to write the Community Centre article). Participatory budgeting would also be included.

### 95/13. Planning

13/03469/HOU - Construction of single storey side and rear extension and two storey side extension at Fair Winds Moorhouse Lane. The Parish Council objected as the extensions

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were considered to be disproportionate to plot size and location. Furthermore, no design and access statement had been provided to justify the need of the extensions.

13/03494/HOU - Conversion of existing storage into habitable space at Upper Yate Farm Yate Lane. In principle the Parish Council raised no objections although it was suggested that a more aesthetic treatment could be applied such as including a lintel across the top of the new garage doors, this would then be compliant with Oxenhope's Village Design Statement and in particular page 18 of this Statement.

13/03033/FUL – Installation of one medium scale 250Kw turbine on a 30m monopole mast at Upper Bradshaw Head Farm, Long Causeway, Denholme. The Parish Council concur with the objections already submitted by Denholme Parish Council.

### 96/13. Festive Lighting

**Resolved:** To defer the matter as Cllr Cameron confirmed that he should have further information to improve this year's festive lighting in the Rose Garden within the next couple of weeks.

### 97/13. Reports

**Resolved:** To receive the following reports:

- a) Le Tour de France. Cllr Ashcroft confirmed that once the route had been confirmed next month and Bradford Council had confirmed transport arrangements then local groups would have more concrete plans to work with. The appointment of Noreen Akhtar as co-ordinator would help matters. Institutions, including schools are being encouraged to do large scale paintings (8ft x 4ft). The paintings should identify the location and incorporate cycling. [www.worththetour.org.uk](http://www.worththetour.org.uk) will have a calendar which will advertise what's going on and it is intended that this will continue after next year's Tour de France so that the posting of activities across the Worth Valley would continue. Cllr Ashcroft asked members of the parish council whether the parish council should take a lead in any activity or whether the parish council should concentrate its efforts in becoming a local co-ordinator. It was noted that Haworth Parish Council had delegated le Tour de France matters to Worth le Tour and to Bradford Council.
- b) Oxenhope School Governors. Cllr Ashcroft confirmed that the next School Governors meeting would take place in ten days. The new term had just started and that the building work was completed in time.
- c) Allotments. No report received from Cllr Bedford.
- d) Worth Valley Joint Transport Committee (WVJTC). Cllr Cameron confirmed that the 812 bus service had had a successful year with Scar Top Pine partly funding this year's service. As the 812 bus service will not be able to use Haworth Station's forecourt next year, this has given WVJTC an opportunity to relook at the route and at this stage it is proposed to extend the Oxenhope route to include Muffin Corner and the Best Lane loop. This proposal would give five additional bus services for the village on a Sunday. Once a finalised proposal had been drawn up, Cllr Cameron confirmed that he would bring it back for members consideration at a future parish council meeting.
- e) Oxenhope Youth Club. Cllr Cusdin confirmed that the Youth Club was due to start again this Friday but with both youth workers on sick leave for four weeks, Cllr Cusdin had requested relief staff via Abina Dorgan-Smith. This lack of staffing had emphasised the need to go it alone although input would still be sought from the Youth Service. Salvaged camping equipment had been donated to the Youth Club.
- f) Rights of Way. Cllr Hindley confirmed that there had been a general suspension of activity over the Summer. Having received an objection from a parishioner regarding the way the workmen at the site of Perseverance Mill were parking their vehicles, it was suggested by Cllr Cameron that the parishioner report this matter to Building Control via the Planning Department.
- g) Meeting with Cllr Rebecca Poulsen. Cllr Hopkinson reported on the positive meeting and confirmed that an application for Worth Valley Ward funding needed

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to be written. Cllr Cameron volunteered to draft the application which would outline the overall costs for the new Keighley Road allotment site and that a contribution would be requested.

- h) Oxenhope Community Centre. Cllr Maw confirmed that the WREN grants manager would be visiting the Community Centre on 26<sup>th</sup> September. In November there would be a harp concert and that some of the proceeds would be directed to the roof repair fund.

### 98/13. Financial Matters

#### Resolved:

- a) To authorise the transfer of £37 from the Contingency Fund to the Telephone Kiosks budget heading in order to cover the current deficit of £36.97
- b) To authorise the following accounts for payment:

| Payee            | Cheque no.     | Amount  | Description   |
|------------------|----------------|---------|---|
| Yorkshire Water  | 101045         | £104.69 | Water usage at the allotments   |
| Orange           | Direct Debit   | £27.54  | Mobile phone charges from 17 <sup>th</sup> August to 16 <sup>th</sup> September |
| Gratuity Account | Transfer       | £29.14  | Monthly transfer  |
| Elaine Pearson   | Standing Order | £713.54 | Monthly salary  |

- c) To note the following trial balance:

| Sum of Net amount                         | A/c       |            |           |  | Grand Total | Budget remaining |
|---|-----------|------------|-----------|--|-------------|------------------|
|   | Current   | Deposit    | Gratuity  |  |             |                  |
| Analysis                                  |           |            |           |  |             |                  |
| 001. Balance b/fwd                        | 908.47    | 30406.95   | 2426.00   |  | 33741.42    |                  |
| 002. Transfer                             | -5674.84  | 5500.00    | 174.84    |  |             |                  |
| 01. Precept                               | 15570.00  |            |           |  | 15570.00    |                  |
| 02. Worth Exploring Grants                | 4800      |            |           |  | 4800        |                  |
| 04. Bank Interest Business Base Rate      |           | 4.56       |           |  | 4.56        |                  |
| 08. Rent Allotment Holders                | 349.00    |            |           |  | 349.00      |                  |
| 09. Bank Interest - Gratuity Account      |           |            | 0.3       |  | 0.3         |                  |
| 119. PAYE & NIC                           | -246.93   |            |           |  | -246.93     |                  |
| 120. Clerk's monthly salary               | -4281.24  |            |           |  | -4281.24    | £5,658.76        |
| 121. Subscriptions                        | -537.00   |            |           |  | -537.00     | £353.00          |
| 122. Insurance                            | -492.89   |            |           |  | -492.89     | £12.11           |
| 124. Room Hire                            | -84.00    |            |           |  | -84.00      | £236.00          |
| 125. Stationery & printing                | -70.64    |            |           |  | -70.64      | £729.36          |
| 126. Postage                              | -18.8     |            |           |  | -18.8       | £31.20           |
| 128. Christmas Lights                     | -56.96    |            |           |  | -56.96      | £1,273.04        |
| 129. Travel & subsistence                 | -13.80    |            |           |  | -13.80      | £136.30          |
| 131. Allotments                           | -132.80   |            |           |  | -132.80     |                  |
| 133. Contingency Fund                     | -277.05   |            |           |  | -277.05     | £654.45          |
| 135. Mobile phone                         | -142.19   |            |           |  | -142.19     |                  |
| 136. Worth Exploring                      | -4800     |            |           |  | -4800       |                  |
| 138. Training                             | -82.80    |            |           |  | -82.80      | £181.00          |
| 141. New printer                          | -89       |            |           |  | -89         |                  |
| 142. Contribution towards the 812 service | -250      |            |           |  | -250        |                  |
| 143. Telephone Kiosks                     | -280.98   |            |           |  | -280.98     | -£36.97          |
| 146. Oxenhope Fete                        |           |            |           |  |             |                  |
| Grand Total                               | £4,095.55 | £35,911.51 | £2,601.14 |  | £42,608.20  |                  |

### 99/13. Minor items and items for the next agenda

Agreed minor items:

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- a) Cllr Cameron to raise with Martyn Burke the design of the dwellings still to be built at the site of Perseverance Mill.
- b) Cllr Cameron to report to Police Sergeant Chris Watson the recent break-in to a small holding which resulted in three hens having to be put down and that although this was reported to the Police at the time there was lack of action. Cllr Cameron to also report to Police Sergeant Watson the recent break-in to a Harry Lane hen house.
- c) The Clerk to report to Highways Department the obstruction on the Moorhouse Lane pavement caused by overhanging vegetation from the property at number 1 Crossfield Road.
- d) The Clerk to request Highways Department to remove the road closed signage left abandoned on Harry Lane.
- e) The Clerk to report the fly tipped divan base on Station Road to Bradford Council bdirect (telephone number 01274 431000).
- f) The Clerk to let Cllr Cameron have the key to the Rose Garden notice boards so that Cllr Cameron can renovate same.
- g) Cllr Maw was congratulated on his first draft of the tourist guide for Oxenhope and Cllr Cusdin agreed to proof read the guide.

**100/13. To note the dates and times of the next meetings**

- Planning meeting on Wednesday 25<sup>th</sup> September 2013 at 7.30 p.m.
- Monthly meeting on Wednesday 9<sup>th</sup> October 2013 at 7.30 p.m.

The Chairman closed the meeting at 21:50 p.m.

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