

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

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

In attendance: Police Sergeant Chris Watson  
One member of the public

**154/13. Apologies consented to**

Cllr Tony Jones (family commitments)  
Cllr David Ashcroft (family commitments)

**155/13. Disclosures of Interest**

Cllr Hopkinson, an allotment holder, declared a disclosable pecuniary interest in the allotments agenda item.

**156/13. No applications for dispensation had been received**

**157/13. Guest Speakers**

The Chairman welcomed Police Sergeant Chris Watson. Police Sergeant Watson reported that there had been an increase in burglaries and attempted burglaries in the Worth Valley and wider afield. This increase was more than the expected seasonal norm, however, following some recent arrests the numbers of this particular crime were beginning to tail off. One of the reasons why the number of attempted burglaries had increased was because people have taken heed to the advice to fit euro profile locks but regrettably some of the burglaries have resulted because people still do not use their locks and leave their homes and cars easy targets for burglars. Following a burglary the Police visit 40 houses around the affected house and give the residents a Burglary Prevention Toolkit. As the reduction of burglaries has been the Police's main focus before Christmas, the launch of Smart Water has been delayed until the New Year and it is quite possible that funding will be requested from the Parish Council for the purchase of a UV lamp.

**158/13. Minutes of meetings**

The minutes of the Parish Council meeting held on 13 <sup>th</sup> November were proposed as a correct record by Cllr Hindley and were signed by the Chairman.
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**No matters arising**

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

**159/13. Public question time**

The meeting was adjourned to allow a member of the public to:

- (a) Ask Police Sergeant Chris Watson why PCSOs do not patrol Leeming. Police Sergeant Watson confirmed that they have a huge geographical area to cover but PCSO Farooq Hussain, who covers the Oxenhope area, was aware that he needed to cover Leeming.

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- (b) Enquire what the Parish Council was doing to stop speeding motorists on Denholme Road. Cllr Cameron confirmed that the Parish Council were not responsible for putting in measures to stop speeding motorists but confirmed the matter would be raised with Bradford Council's Highways Department at their next on-site meeting in Oxenhope with representatives from the Parish Council. In the meantime, it was suggested that the Parishioner may wish to take up the matter with Keith Escritt in Highways Department.

### 160/13. Planning

13/04245/HOU - Rear single storey extension at 11 Denholme Road. The Parish Council raised no objections.

13/04741/FUL - Equestrian building with storage at Saddlers Farm Upper Marsh Lane. The Parish Council objected for the following reasons (i) originally Saddlers Farm was a rare high Pennine settlement consisting of a row of linear buildings which had now been compartmentalised resulting in an untidy urbanised development in the green belt; (ii) this incremental intrusion into the green belt will only be exacerbated by this equestrian building. It was agreed that if the planners are minded to approve then determination of this planning application must take place at a Planning Panel meeting. Furthermore, it was noted that the Chairman was surprised that the Parish Council was being consulted as this was not the case with regard to planning application 12/00704/PN.

### 161/13. Participatory Budgeting

#### Resolved:

- a) To note the ten applications received.
- b) That 19<sup>th</sup> February 2014 would be the date for the Public Meeting.
- c) That the previously circulated paper suggesting a system for the allocation of funds to be used at the Public Meeting be amended so that funding applicants were not restricted to the number of supporters they brought to the Public Meeting and that there would be no minimum age for voters.

### 162/13. Allotments

#### Resolved:

- a) To note that Cllr Bedford had nothing significant to report
- b) To note the points made at the 2013 Allotment Holders' Open Forum. It was agreed that the removal of the moss from the driveway remained outstanding and that Cllrs Bedford & Hopkinson would assess how best to have it removed.
- c) That the 2014 Allotment Holders' Open Forum will be held on Wednesday 15<sup>th</sup> January 2014 at Oxenhope Methodist Church at 7.30 p.m. [Cllr Hopkinson left the meeting].
- d) That rent charged for the allotment plots will remain at the 2013 rates. [Cllr Hopkinson re-joined the meeting].

### 163/13. Marsh Common

**Resolved:** To note the December Safety Inspection Report and it was agreed that Cllr Jones needed to have a phone call with the Chairman to discuss what needed to be done at Marsh Common.

### 164/13. Schedule of Meetings in 2014

**Resolved:** To note the 2014 schedule of meetings

### 165/13. Standing Orders

**Resolved:** To adopt the draft standing orders (version 1)

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**166/13. Reports**

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

- a) Oxenhope School Governors. No report received.
- b) SLCC West Yorkshire Branch Training Day on 3<sup>rd</sup> December. Cllr Bedford reported that regrettably the presenter delivering the Allotments session at the Training Day fell ill shortly into his presentation and was unable to continue. The Clerk confirmed that following the presentation given by CCLA she was investigating whether it would be in the Parish Council's interest to transfer £25k into the Public Sector Deposit Fund.
- c) Worth Valley Joint Transport Committee (WVJTC). Cllr Cameron confirmed that he would be facilitating a visioning session on 17<sup>th</sup> January on behalf of WVJTC re the future of Haworth Fire Station.
- d) Oxenhope Youth Club. Cllr Cusdin reported that the Club's funds had been boosted by a £700 donation from the Straw Race. A new youth worker had been appointed who was very keen in working outdoors. Bradford Council's proposals to cut the Youth Service budget by 80% would have cataclysmic effects, one of which would be that the whole of Keighley would only be served by two youth workers. Cllr Cusdin confirmed she would be writing to Bradford Council to object against the proposed cut.
- e) Rights of Way. Cllr Hindley confirmed that there was nothing of significance to report.
- f) Le Tour de France (TdF). Cllr Hopkinson reported on a couple of TdF meetings he had recently attended. The first one was facilitated by Mike Powell, Emergency Planning Manager. As it was estimated that 80% of visitors would arrive by car there was an ongoing debate to identify suitable car parks and volunteers were being sought to give visitors directions. The location of Spectator Hubs had not been decided as yet. The second meeting was held at Manorlands to form a TdF Oxenhope based group to help identify areas for parking, ascertain what events will be held in Oxenhope and to set up appropriate communication lines with parishioners. It had been suggested that a Google based map would be created to show camp sites, toilets etc. All questions from this group would be fed back to Mike Powell.
- g) Bradford Council's Core Strategy Stakeholder Briefing on 11<sup>th</sup> November. Cllr Hopkinson reported that he had attended this briefing and that the original figure of 150 new dwellings in Oxenhope had been reduced to 100. The Clerk had already calculated that planning permission had been granted for 67 new dwellings in Oxenhope since 2004.
- h) An update on KWVR matters. Matter deferred to the January 2014 monthly meeting.
- i) Oxenhope Community Centre. Cllr Maw reported that the WREN £50k funding would allow the start of the refurbishment of the Community Centre to begin after a long lease had been negotiated with Bradford Council.
- j) Parish Councils' Liaison meeting on 5<sup>th</sup> December. Cllr Maw reported that the meeting had concentrated on Bradford Council's new Core Strategy, Bradford's proposed 2014-15 Council Tax Support Grant and Local Council Tax Bases for 2014-15 (a briefing paper as supplied by the Department of Finance had already been circulated to members of the Parish Council) and BradMaps.

**167/13. Financial Matters**

**Resolved:**

- a) To authorise festive lighting expenditure of £390 (plus VAT) to permit CJH Electrical to purchase and install seven additional sets of white LED lights on the Christmas Tree in the Rose Garden. As this will necessitate the hire of an operated truck mount boom, members also authorised expenditure of £439 for one day's hire.

- b) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
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Orange	Direct Debit	£27.54	Mobile phone charges from 17 <sup>th</sup> November to 16 <sup>th</sup> December
Gratuity Account	Transfer	£29.14	Monthly transfer
Elaine Pearson	Standing Order	£713.54	Monthly salary
SLCC West Yorkshire Branch	101059	£70.00	Two delegate places at the SLCC West Yorkshire Branch Training Day
Elaine Pearson	101060	£17.00	Section 137 payment to cover the cost of this year's Remembrance Day wreath
St. Mary's Church	101061	£725.00	Outreach contributions from Winter 2011 to Autumn 2013
Pauline Bedford	101062	£7.00	Two allotment water keys
Creative Spark	Transfer	£6,498.00	Worth Exploring Website and App

c) 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	737.74	-1000.00	262.26			
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	379.00				379.00	
09. Bank Interest - Gratuity Account			0.61		0.61	
10. Allotments Grant	449.00				449.00	
119. PAYE & NIC	-493.86				-493.86	
120. Clerk's monthly salary	-6421.86				-6421.86	£3,518.14
121. Subscriptions	-587.00				-587.00	£303.00
122. Insurance	-492.89				-492.89	£12.11
123. Audit Fee	-290.00				-290.00	
124. Room Hire	-134.00				-134.00	£186.00
125. Stationery & printing	-491.9				-491.9	£313.96
126. Postage	-55.45				-55.45	-£5.45
128. Christmas Lights	-56.96				-56.96	£1,273.04
129. Travel & subsistence	-40.35				-40.35	£109.75
131. Allotments	-139.80				-139.80	
133. Contingency Fund	-403.05				-403.05	£528.45
134. Reserves	-575.00				-575.00	
135. Mobile phone	-232.8				-232.8	
136. Worth Exploring	-11298				-11298	
137. Section 137	-17.00				-17.00	
138. Training	-152.80				-152.80	£111.00
139. Outreach	-150.00				-150.00	£125.00
141. New printer	-89.00				-89.00	
142. Contribution towards the 812 service	-250.00				-250.00	
143. Telephone Kiosks	-243.98				-243.98	
<b>Grand Total</b>	<b>£228.51</b>	<b>£29,411.51</b>	<b>£2,688.87</b>		<b>£32,328.89</b>	

### 168/13. Minor items and items for the next agenda

#### Minor items:

- a) The Clerk was requested to report the unusual structure which had recently appeared at Marsh Top Farm to Martyn Burke in the Planning Department.

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Items for the next agenda:

- b) Members to authorise, or otherwise, a transfer of £350 from the Contingency Fund into the Participatory Budgeting Fund.
- c) Members to authorise, or otherwise, a transfer of £10 from the Contingency Fund to cover the current Postages deficit of £5.45.

**169/13. To note the date and time of the next meeting**

- Monthly meeting on Wednesday 8<sup>th</sup> January 2014 at 7.30 p.m.

The Chairman closed the meeting at 21:40 p.m.

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