

**MINUTES OF THE MEETING OF OXENHOPE PARISH COUNCIL HELD ON WEDNESDAY
13TH MARCH 2013 AT OXENHOPE METHODIST CHURCH, COMMENCING
AT 7:30 PM**

Present: Cllr Neal Cameron
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
Worth Valley Ward Councillor Glen Miller
Three members of the public

240/13. Apologies consented to

Cllr David Ashcroft (Oxenhope School Governor commitment)
Cllr Pauline Bedford (family commitments)
Cllr Tony Maw (family commitments)

241/13. Disclosures of Interest

Cllr Cameron declared a discloseable pecuniary interest (DPI) re planning application 13/00348/FUL - Installation of three micro-scale wind turbines (14.97m to hub, 5.6m diameter blades) at Old Oxenhope Farm Old Oxenhope Lane.

242/13. No applications for dispensation had been received

243/13. Guest Speakers

Police Sergeant Chris Watson reported that since 30th January there had been:

- 1 – burglary dwelling (this occurred at 10:30 p.m. on Friday 8th March)
- 1 – theft of a motor vehicle
- 1 – theft from a motor vehicle and 1 attempted theft
- 2 – thefts other (which included theft of Yorkshire Stone and one theft from a shop)
- 1 – criminal damage (this related to the killing of a chicken)

PC Kelly Ashton, the new Police Constable for the Bingley & Worth Valley Neighbourhood Policing Team, will be in the area on a regular basis and was today at Oxenhope School.

The Team remain busy obtaining details for the Neighbourhood Policing Contact Network. Parishioners giving details of their e-mail addresses will be advised of recent crime trends.

On behalf of Noreen Akhtar, Police Sergeant Chris Watson, confirmed that the Sunshine Coach was continuing offering health education and that 18th -24th March would concentrate on offering education on what anti- social behaviour is all about.

Cllr Cameron congratulated Cllr Poulsen on her campaign to stop the closure of the Sugden End Tip. Cllr Poulsen confirmed that this may not be a long term decision but she would maintain a watching brief. Cllr Poulsen confirmed that the three Worth Valley Ward Councillors had financially supported the production of three different dog fouling posters and that these would be supplied to the Parish Council in due course. Following concern regarding speeding motorists in Marsh, a road traffic survey will be undertaken to investigate the extent of the problem and to ascertain appropriate action.

Cllr Miller confirmed that any applications for devolved services should in the first instance be directed through him.

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244/13. Minutes of meetings

The minutes of the Parish Council meeting held on 19th February were proposed as a correct record by Cllr Jones and were signed by the Chairman.

No matters arising

The minutes of the WVJTC meetings held on 20th February were noted.

No matters arising

The March Outstanding Issues Report was duly noted.

No matters arising

245/13. Public question time

No matters raised.

246/13. Planning

13/00571/FUL - Retaining wall and regrading of perimeter embankment to car park at the Dog and Gun car park, Denholme Road. The Parish Council raised no objections.

Cllr Cameron left the meeting and Cllr Hindley took over as Chairman.

13/00348/FUL - Installation of three micro-scale wind turbines (14.97m to hub, 5.6m diameter blades) at Old Oxenhope Farm Old Oxenhope Lane. The Parish Council concurred with the Planning Inspectorate’s reasons for dismissing the applicant’s appeal re refused planning application 10/04909/FUL (installation of one wind turbine at Old Oxenhope Farm) and agreed that the reasons equally applied to planning application 13/00348/FUL. It was noted that if the planners were minded to approve the application then members of the Parish Council would require determination of this application at a Planning Panel meeting.

Cllr Cameron returned to the meeting and resumed being Chairman.

13/00650/PN - Agricultural building at Bentley Top Farm Black Moor Road. In principle, if the proposal accords with Green Belt policies of the revised Unitary Development Plan and an agricultural need is confirmed, then the Parish Council raises no objections. It was noted that members’ feelings would have been less strident if the agricultural building was replacing the existing building rather than this proposed additional scattered development in the Green Belt.

13/00396/HOU - Construction of single storey sunroom extension and conversion of lounge area to additional bedroom at Saddlers Farm Upper Marsh Lane. The Parish Council raised the following objections: (i) the proposal is regarded as disproportionate development of the existing dwelling. Planning application 09/04388/FUL increased the square footage of the original dwelling by 69% and this proposal would increase it by 93%; (ii) concern was raised that reuse of stone materials to comply with condition 2 of planning permission notice 09/04388/FUL had not been undertaken and as such the existing breeze blocks of the previous extension to the dwelling are harmful to the visual amenity; (iii) the sunroom’s large fenestration is not in keeping with the architecture of the existing buildings.

The following decisions were noted:

Permission granted - 12/04124/HOU - Conversion of garage to form disability suite at 52 Gledhow Drive

Permission granted - 12/04434/FUL - Construction of extension to aircraft hanger at Oxenhope Airfield Black Moor Road

Permission granted - 12/04506/VOC - Vary condition 3 of permission 10/05534/FUL dated 16.2.11 at Royd Mill Royd Wood

Permission granted - 12/04810/FUL - Construction of cricket practice facilities at Oxenhope Cricket Club Hebden Bridge Road

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Permission granted - 12/04700/FUL - Construction of sectional timber stables for private use at Sawood End Farm Sawood Lane
Permission granted - 12/04738/FUL - Construction of stable building with storage at New House Farm Barn Upper Marsh Lane
Permission refused - 12/04194/HOU - Extensions to existing property at Fernhill Jew Lane

247/13. Standing Orders

Resolved: To adopt the revised set of standing orders following the new Code of Conduct.

248/13. Disciplinary and grievance procedures

Resolved: To adopt disciplinary and grievance procedures following NALC's Legal Topic Note 22.

249/13. Sharing Heritage Fund

Resolved: To note that Sharing Heritage Funding was a rolling programme and that there was no immediate urgency to prepare an application in order that historical maps, documentation etc. relating to Oxenhope can be kept securely in the village but can also be readily accessible if required. Nevertheless investigations needed to be undertaken now to ascertain:

- a) The likelihood of securing a suitable building in the village to house the documentation. The School was suggested and Cllr Cameron agreed to e-mail Cllr Ashcroft to progress matters.
- b) The square footage required to house the historical maps, documentation etc. Cllr Hindley agreed to provide this information.

250/13. Meetings

Resolved: That the existing schedule of meetings for 2013 would remain i.e. monthly meetings would continue to be held on the second Wednesday of each month, and only if a planning application could not be held over to the next monthly meeting then a planning meeting would be called on the fourth Wednesday. If necessary, the Clerk would add other non-planning matters to the planning meeting agenda.

251/13. Highways

Resolved: That this agenda item, to discuss whether the Parish Council needs to approach Highways Department with a request to double yellow line the stretch of highway from the bottom of Moorhouse Lane to KWVR's overflow car park, be deferred until after Parish Council/KWVR Liaison meeting on 20th March.

252/13. Bio-diversity study

Resolved: That as Cllr Ashcroft had put forward this agenda item and wasn't present (to discuss the best way forward in ensuring an in-depth bio-diversity study is undertaken in the near future for Oxenhope), that he provide a proposal for the next monthly meeting in April.

253/13. LEA appointed Governor

Resolved: To note Cllr David Ashcroft's appointment as a LEA Oxenhope School Governor has been extended to March 2017.

254/13. Dog fouling

Resolved:

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- c) To note the recommendations made by Silsden Town Council to reduce the amount of dog fouling.
- d) To note the actions taken by Crosshills & Glusburn Parish Council to reduce the amount of dog fouling.
- e) That the Parish Council take on a communication role to reduce the amount of dog fouling in Oxenhope i.e. communicate to parishioners advising them how to report irresponsible dog owners and who to contact to get pavements cleaned. It was suggested that an image of one of the Worth Valley Ward Councillors dog fouling posters could be the back page of this year's Annual Report.

255/13. Communication

Resolved:

- a) To authorise the revised Development Plans web page for www.oxenhope.org.uk
- b) To authorise the revised Parish Plan web page for www.oxenhope.org.uk

256/13. Reports

Resolved: To receive the following reports:

- a) School Governors. No report received.
- b) Oxenhope Tour de France Committee. No report received.
- c) Worth Valley Joint Transport Committee. Cllr Cameron confirmed that the remit of the Committee had been extended to include the Haworth Fire Station Project.
- d) Worth Exploring meeting held on 10th January 2013. Cllr Cameron reported that he had attended this meeting along with a representative from Welcome to Yorkshire and with Dr Matt Stroh, Chairman of KWVR, to discuss the Worth Exploring App. Cllr Cameron confirmed he would advise members the date of the meeting to consider the tenders received to design and develop the App and that any member would be welcome to attend.
- e) Haworth Fire Station Project. Cllr Cameron confirmed that the Haworth Fire Station was definitely going to close in two years time. Current discussions were attempting to identify organisations interested in taking over the building. It had been suggested that the Worth Valley Police and Community Contact Point could utilise the premises. The financial practicalities of this move were being investigated.
- f) Oxenhope Youth Club. Cllr Cusdin confirmed that there was nothing significant to report
- g) Marketing meeting held on 6th February. The Clerk's previously circulated bullet points of the marketing meeting were noted. It was agreed that (i) the Parish Council has a stall at this year's Oxenhope Fete to encourage parishioners to sign up for a bi-monthly MailChimp newsletter. Cllr Cameron suggested there should be a free prize draw. A sign up page had already been created and details on how to sign up would be published in the next edition of Outreach and in a future edition of the Keighley News. (ii) This year's Annual Report should remain in a paper format and be hand delivered to each household in the village, again to encourage as many parishioners as possible to sign up for a bi-monthly MailChimp newsletter. (iii) The MailChimp newsletter would be made up of matters recently discussed on the Oxenhope On-line Facebook page. (iv) The theme for this year's Oxenhope Fete would be the Heritage Project to keep historical maps and documents in the village and Oxenhope's Neighbourhood Area Application.
- h) Rights of Way (RoW). Cllr Hindley confirmed that CoBMDC RoW Department were concentrating on their winter maintenance programme.
- i) Bradford District Housing Requirements Study – Presentation by GVA of their findings. Cllr Hopkinson's previously circulated documentation was noted.
- j) Oxenhope Community Centre. No report received from Cllr Maw, however, Cllr Cusdin confirmed that the AGM planned for 14th March would more than likely be postponed.

257/13. Financial Matters

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Resolved:

a) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Vision ICT	101020	£66.00	Biennial fee for .gov.uk from April 2013 until March 2015
Yorkshire Water	101021	£8.72	Water consumption at the allotments
Post Office	101022	£325.67	PAYE & NIC
Oxenhope Methodist Church	101023	£36.00	Room hire
Elaine Pearson	101024	£294.65	Expenses
Gratuity Account	Transfer	£29.14	Monthly transfer
Elaine Pearson	Standing Order	£689.70	Monthly salary

b) To transfer to reserves the unspent balance of £78.51 relating to budget heading 'Oxenhope Fete'

c) To transfer £54 from reserves to cover the current deficit balance relating to budget heading 'Subscriptions'

d) To note the following trial balance:

Analysis	A/c			Grand Total	Budget remaining
	Current	Deposit	Gratuity		
001. Balance b/fwd	23329.25	392.81	2075.22	25797.28	
002. Transfer	-30349.68	30000.00	349.68		
01. Precept	16380.00			16380.00	
02. Revealing the Worth Grants					
02. Worth Exploring Grants	11109			11109	
04. Bank Interest Business Base Rate		10.27		10.27	
06. VAT repayment					
07. Unpresented cheque	2.00			2.00	
08. Rent Allotment Holders					
09. Bank Interest - Gratuity Account			0.81	0.81	
10. Allotments Grant	406.00			406.00	
119. PAYE & NIC	-1302.48			-1302.48	
120. Clerk's monthly salary	-8275.80			-8275.80	£1,664.20
121. Subscriptions	-905.00			-905.00	-£54.00
122. Insurance	-503.72			-503.72	£1.28
123. Audit Fee	-415.00			-415.00	
124. Room Hire	-264.00			-264.00	£56.00
125. Photocopying & stationery	-935.11			-935.11	£26.02
126. Postage & telephone	-49.88			-49.88	£0.12
128. Christmas Lights	-325.98			-325.98	
129. Travel & subsistence	-91.00			-91.00	£59.63
130. Grants	-600.00			-600.00	
131. Allotments	-104.99			-104.99	
133. Contingency Fund	-389.67			-389.67	£16.95
134. Reserves	-513.00			-513.00	
135. Recreation Ground Improvements	-3000.00			-3000.00	
136. Worth Exploring	-22.8			-22.8	
137. Section 137	-17.00			-17.00	
138. Training	-392.00			-392.00	
140. Oxenhope Youth Club	-1322.00			-1322.00	
142. Rose Garden/Millennium Green improvements	-38.69			-38.69	

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144. Use of David Pearson & Associates premises	-275.00			-275.00
145. Website	-565.00			-565.00
146. Oxenhope Fete	53.01			53.01
Grand Total	£621.46	£30,403.08	£2,425.71	£33,450.25

258/13. Minor items and items for the next agenda

Minor Items:

- a) It was agreed that the Clerk writes to Cllr Val Slater, Martyn Burke and Julian Jackson at CoBMDC Planning Department advising them of Cllr Hindley's points recommending refusal of planning application 12/04979/FUL together with a request that the Area Planning Panel take note of the refusal notice relating to planning application 12/02350/FUL when the applicant next submits amended plans to construct a dwelling on land south west of 22 Denholme Road.
- b) Cllr Cusdin reported that recent Telegraph & Argus bill boards outside the Co-operative Store on Station Road had been removed by parishioners as they had not been considered appropriate. Miran Rahman agreed to take the matter back to the T & A.

259/13. To note the date and times of the next meetings

- Annual Parish Meeting on Wednesday 10th April 2013 at 7.00 p.m.
- Monthly meeting on Wednesday 10th April 2013 at 7.30 p.m.

The Chairman closed the meeting at 21:28 p.m.

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