

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON  
WEDNESDAY 10<sup>TH</sup> JUNE 2015 AT OXENHOPE METHODIST CHURCH, COMMENCING  
AT 7:30 PM**

Present: Cllr Penny Cusdin  
Cllr David Ashcroft (8.30 – 9.00)  
Cllr Derrick Hopkinson  
Cllr Peter McManus  
Cllr Jonathan Gill  
Cllr Joyce Harrop  
Cllr Ken Eastwood

In attendance: Liz Parker, Ward Officer, Keighley West and Worth Valley

**30/15. Apologies consented to**

Cllr Tony Maw (family commitments)  
Cllr David Ashcroft (work commitments)

**31/15. No disclosures of Interest**

**32/15. No applications for Dispensation**

**Guest Speakers**

Cllr Cusdin welcomed Liz Parker to the meeting introduced her to the new Oxenhope Parish Councillors. Ms Parker explained her job role and that it mainly consisted of making connections with the various agencies such as the Youth, Police and Fire Services. This then enabled her to support communities and enhance community spirit. Her involvement in Ward Plans focused attention as to what actions needed to be taken in a community. Ms Parker concluded that she was actively seeking responsible dog owners and confirmed that Mr Tony Jones had kindly volunteered to promote the Green Dog Walkers Campaign at this year's Fete. Cllr Eastwood enquired whether there was any material he could put online and Ms Parker confirmed she would e-mail him with some details. Cllr Gill put himself forward as a responsible dog owner and was given a waterproof Green Dog Walkers armband by Ms Parker.

Cllr Cusdin reported that Ward Councillor Rebecca Poulsen had given her apologies of absence and also confirmed in her email that the rubbish on Hill House Edge Lane had been removed.

**33/15. Minutes of meetings**

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| The minutes of the Parish Council meetings held on 13 <sup>th</sup> & 27 <sup>th</sup> May were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman. |
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**Matters arising:**

Minute 11/15 on page 1669 – The Duck Pond on Station Road - Cllr Cusdin confirmed that Bradford Council's Legal Department had responded as follows to Cllr Maw's recent e-mail: 'Estates have confirmed that the site is not in Council ownership.

It appears from your email that Skipton Properties may have or had some interest in the site. If the company has been dissolved any residuary property would have vested in the crown bona vacantia.

If the works are merely tidying up/maintenance, the practical advice is that you may wish to enter the site to undertake such works. In reality no one is likely to object in the current circumstances and even if an owner was to come forward they would be unlikely to complain about improvements to their property. You will appreciate however that the Council cannot give permission for the works to be undertaken and any entry would be at your own risk albeit the risk is probably minimal.'

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Cllr Cusdin suggested that the Parish Council should register the site as a community asset. The Clerk to prepare an application for the next monthly Parish Council meeting. Cllr McManus confirmed that it was an unenforced planning obligation and he volunteered to download the original plans and refer the matter to Planning Enforcement.

The June Outstanding Issues Report was duly noted.

**No matters arising:**

**34/15. Public question time**

The meeting was adjourned to allow Steve Thorpe, a representative of the Friends of Haworth & Worth Valley Fire Station, to explain about the future of the Worth Valley Fire Station. Currently the Friends were in negotiations with the West Yorkshire Fire & Rescue Service as it was hoped that in two years time the Worth Valley Fire Station could be purchased by the Friends. In the meantime, Mr Thorpe confirmed that it cost £4,500 per annum to run the Worth Valley Fire Station. Funding amounting to £4k had already been received from Keighley Town Council and Haworth, Stanbury and Cross Roads Parish Council. The Police were looking to close the Contact Point at Changegate in Haworth and to move into the premises at the Worth Valley Fire Station. Mountain Rescue also intended to move into these premises and the Friends were in talks with the Paramedics. The West Yorkshire Fire & Rescue Service were keen to train volunteers who would like to undertake home safety checks and become fire fighters. In the near future, questionnaires would be handed out at the Co-operative stores in Oakworth and Oxenhope. For each home safety check a payment of £140 would be made and out of this it was hoped to pay the volunteer fire fighters a call out fee.

**35/15. Planning**

**Resolved:**

- 15/02134/HOU – Two storey side extension to replace single storey kitchen at The Cottage, 1 Height Lane. The Parish Council raised no objections.
- 15/02204/FUL – Change of use from first floor office to private hire booking office at Hawkcliffe Works, Keighley Road. The Parish Council objected to the application on the grounds of highway safety. Hawkcliffe works is located on a very dangerous bend on Keighley Road which has already seen one fatal accident within the last two years. The current speed limit of 40 mph and the potential of more vehicles exiting the site would only exacerbate highway safety concerns. Members of the Parish Council confirmed that if the planners were minded to approve the application then determination must be undertaken at a Planning Panel meeting.
- 15/02123/HOU – Two storey extension to side of single storey extension incorporating integral garage and rear extension to provide single storey garden room at 1 Denby Mount. The Parish Council raised no objections.

**36/15. Correspondence**

**Resolved:**

- a) To note the e-mail dated 3<sup>rd</sup> June received from Haworth Cross Roads & Stanbury Parish Council re Haworth & Worth Valley Fire Station. Agreed to donate £500 this financial year and £500 during the financial year 2016 – 17.
- b) To note the e-mail dated 4<sup>th</sup> June received from Haworth Cross Roads & Stanbury Parish Council re the Contact Point & the electric bicycle.
- c) To note the letter dated 19<sup>th</sup> May received from Oxenhope Cricket Club re the Participatory Budgeting grant of £250.

**37/15. Reports**

- a) School Governors. Cllr Ashcroft confirmed that there was nothing significant to report.

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- b) Allotments. Cllr Harrop reported that the rubbish had been removed from Plot 1 and the wood had been burnt. The new Plot 1 tenants had been advised that the plot had now been cleared of rubbish, however, confirmation from the Headmistress of Oxenhope School that the pupils would assist in the maintenance of the plot was still outstanding. Cllr Harrop confirmed that she had visited the allotment plots a few times in order to meet the tenants. It was noted that the main track, the upkeep of which is the Parish Council's responsibility, required the removal of weeds and moss. It was therefore agreed that Cllr Hopkinson purchase some weed and moss killer on behalf of the Parish Council and apply same on the track as soon as possible. Once the moss killer had taken effect it would then be necessary to remove the blackened moss. Cllr Harrop and Cllr Hopkinson kindly volunteered to undertake this task. Cllr Harrop reported that she would then be in a position to request some of the tenants to clear their respective plot paths. In order to give other members of the Parish Council a better appreciation of the work involved to get the new Keighley Road site fully operational, it was agreed that members would meet at the site at 7.15 p.m. on Wednesday 24<sup>th</sup> June.
- c) Oxenhope Youth Club. Cllr Cusdin confirmed that today she and the Clerk had met Abina and Taraf from the Youth Service to discuss arrangements for the Youth Club sessions as from 11<sup>th</sup> September. It had been agreed that the Youth Service would supply one lead youth worker together with two assistants each week to provide continuity.
- d) Rights of Way. Cllr Hopkinson confirmed that the Local Access Forum originally planned for this week had been postponed to July following receipt of a number of apologies of absence. Once the revised date of the Forum had been confirmed it was hoped that Cllr Gill would be available to attend along with Cllr Hopkinson.
- e) Ovenden Wind Farm meeting on 2<sup>nd</sup> June. Cllr Hopkinson's previously circulated report of the meeting was noted. Cllr McManus enquired whether a representative of the Bronte Society had been present at the meeting and Cllr Hopkinson confirmed that he hadn't been aware of any such representative at the meeting. Agreed that details of the next meeting along with e-on's contact details should be advised by the Clerk to the Bronte Society. Cllr Hopkinson and Cllr McManus volunteered to attend the next e-on meeting. Cllr Cusdin confirmed that Cllr Hopkinson's report of the meeting should be publicised on the new Oxenhope website.
- f) Hebden Bridge Road lay-by. Cllr McManus confirmed that the Parish Council had written to the Walshaw Moor Estate and awaited a response.
- g) Perseverance Mill section 106 monies. Cllr Hopkinson confirmed that he and Cllr Maw still had to meet with Mick Priestley of Bradford Council.
- h) [www.oxenhope.org.uk](http://www.oxenhope.org.uk) Cllr Eastwood reported that the new Oxenhope website was nearly complete. A reminder was given to members to submit their head and shoulder photographs and e-register of interests to Cllr Eastwood. Cllr Cusdin confirmed that she and the Clerk required training on how to upload documents onto the new site. Cllr Eastwood agreed to organise this training along with liaising with Anthony Bennett as regards the domain name.

### 38/15. Financial Matters

#### **Resolved:**

- a) To authorise the following accounts for payment:

| Payee            | Cheque no.     | Amount  | Description                  |
|------------------|----------------|---------|------------------------------|
| Gratuity Account | Transfer       | £30.08  | Monthly transfer             |
| Elaine Pearson   | Standing Order | £741.84 | Monthly salary               |
| Yorkshire Water  | 101130         | £5.60   | Water supply standing charge |

- b) To accept the previously circulated quote for the installation of multi coloured LED lights on the Christmas tree in the Rose Garden.
- c) To authorise a transfer of £302 from Reserves to clear the current deficits on stationery & printing and training
- d) To note the following trial balance:

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| Analysis                                  | A/c               |                   |                  | Grand Total       | Budget remaining |
|---|-------------------|-------------------|------------------|-------------------|------------------|
|   | Current           | Deposit           | Gratuity         |                   |                  |
| 001. Balance b/fwd                        | 1723.92           | 30442.65          | 3137.00          | 35303.57          |                  |
| 002. Transfer                             | -90.24            |                   | 90.24            |                   |                  |
| 01. Precept                               | 15330.00          |                   |                  | 15330.00          |                  |
| 120. Clerk's monthly salary               | -2230.00          |                   |                  | -2230.00          | £7,710.00        |
| 121. Subscriptions                        | -526.00           |                   |                  | -526.00           | £274.00          |
| 122. Insurance                            | -470.75           |                   |                  | -470.75           | £24.25           |
| 124. Room Hire                            | -90.00            |                   |                  | -90.00            | £230.00          |
| 125. Stationery & printing                | -716.4            |                   |                  | -716.4            | £257.00          |
| 130. Grants via Participatory Budgeting   | -1000.00          |                   |                  | -1000.00          | £1,000.00        |
| 131. Allotments                           | -23.60            |                   |                  | -23.60            |                  |
| 134. Reserves                             | -200.00           |                   |                  | -200.00           |                  |
| 135. Mobile phone                         | -6.16             |                   |                  | -6.16             | £278.84          |
| 138. Training                             | -295.00           |                   |                  | -295.00           | £45.00           |
| 139. Outreach                             | -125.00           |                   |                  | -125.00           | £250.00          |
| 142. Contribution towards the 812 service | -500.00           |                   |                  | -500.00           |                  |
| <b>Grand Total</b>                        | <b>£10,780.77</b> | <b>£30,442.65</b> | <b>£3,227.24</b> | <b>£44,450.66</b> |                  |

### 39/15. Minor items and items for the next agenda

#### Minor items:

- a) Cllr Harrop confirmed that she had reported the Japanese knotweed growing beside Leeming Beck opposite Honey Pot View to the Environment Agency, who had then referred Cllr Harrop to Bradford Council, who then referred her onto Natural England. It would appear that as the Japanese knotweed was growing on common land there was no relevance of advice or law (the Anti-Social Behaviour, Crime and Policing Act 2014 was only pertinent if there was an owner of the land).
- b) Cllr McManus confirmed that he had observed work undertaken to improve the drainage of Hill House Edge Lane. JCBs had improved the depth of the drainage gullies either side of the road.
- c) As the owner of the collapsed wall adjacent to the newly installed street light on Station Road had been identified, it was agreed that contact should be made with the owner to have the wall repaired.
- d) Following the recent gas works on Best Lane it was reported that the trenches had sunk and therefore needed attention. The Clerk agreed to report this matter to Highways Department.
- e) It was agreed that the Parish Council should have a presence at this year's Fete on 18<sup>th</sup> July. Cllr Eastwood volunteered to reserve a pitch. Cllr Cusdin suggested that members could consult parishioners as to their views of the Parish Council having to increase its precept to cover services no longer undertaken by Bradford Council.
- f) Agreed that the Clerk report the yellow board which has been outside the Co-op for a good length of time to Highways Department.
- g) Cllr Cusdin reported that Gary Verity of Welcome to Yorkshire would be opening Oxenhope Primary School's new bike shed on Thursday 11<sup>th</sup> June.

#### Items for the next agenda:

- h) To finalise arrangements for this year's Fete.
- i) To discuss the launch of the new Oxenhope website.

### 40/15. To note the date, time and venue of the next meeting

Monthly meeting on Wednesday 8<sup>th</sup> July at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 20.58 p.m.

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