

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON  
WEDNESDAY 11<sup>TH</sup> FEBRUARY 2015 AT OXENHOPE METHODIST CHURCH,  
COMMENCING AT 7:30 PM**

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

In attendance: Miran Rahman, Keighley News Reporter  
Two members of the public (7.30 – 8.15)

**182/15. Apologies consented to**

Cllr Pauline Bedford (family commitments)  
Cllr Penny Cusdin (family commitments)

**183/15. Disclosures of Interest**

Cllr Jones declared a disclosable pecuniary interest re planning application 14/04324/HOU – Construction of two storey rear extension at Middle Isle Farm, Isle Lane.

**184/15. No applications for Dispensation**

**185/15. Guest Speakers**

The Chairman welcomed Alison Eagle, Worth Connecting. Ms Eagle explained that the project was launched last September to overcome older people becoming lonely and isolated. The team of Worth Connecting work with older people on a one to one basis to get them IT literate and able to use e-mail and Skype. Through this process the older people become less isolated and may even wish to join outside/internet groups. The project has computers to lend to older people however in most cases laptops/tablets have already been handed down to these people but unfortunately they don't know how to operate them.

Ms Eagle confirmed older people can self-refer themselves to the project and she also welcomed referrals from members of the Parish Council. Cllr Ashcroft suggested contacting the Schools and publishing an article in Outreach to attract referrals. Cllr Hopkinson suggested Ms Eagle should make contact with the Yorkshire Women's Fellowship. Cllr Maw highlighted that many of the men having a pint in Weatherspoons in Keighley at a lunchtime were probably lonely and that the project may assist them in overcoming their loneliness.

**186/15. Minutes of meetings**

The minutes of the Parish Council meetings held on 7 <sup>th</sup> January were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman.
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**No matters arising**

The minutes of the Worth Valley Police and Community Point Management meeting held on 26 <sup>th</sup> January were noted.
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**No matters arising**

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

**187/15. Public question time**

*SIGNED* ..... 11<sup>th</sup> March 2015

1653

*PAGE NUMBERING CHECKED*.....

The meeting was adjourned to allow the applicants of planning application - 14/04324/HOU – construction of two storey rear extension at Middle Isle Farm, Isle Lane, to explain the reasons for submitting the application which included:

- a) The property was a farmhouse with a one bedroomed cottage attached.
- b) The owners intend to make the farmhouse and the cottage into two separate self-contained units.
- c) This will enable the owners to move into the cottage and either sell or enter into a long term rental of the farmhouse.

#### **188/15. Planning**

##### **Resolved:**

- a) To formulate observations relating to the following planning application:
  - i. 15/00349/FUL – Change of use of land to allow five holiday static caravans to be sited in lieu of six touring caravans with relocation of six camping pods within existing caravan site at Upwood Holiday Park, Black Moor Road. The Parish Council raised no objections.
  - ii. 15/00065/HOU – Construction of single storey side extension to form utility room at 11 Perseverance Fold. The Parish Council raised no objections.
  - iii. 15/00137/FUL – Replacement of old agricultural building with new at Old Oxenhope Farm, Old Oxenhope Lane. The Parish Council raised no objections.
  - iv. 14/04324/HOU – Construction of two storey rear extension at Middle Isle Farm, Isle Lane. The Parish Council raised no objections and confirmed that if the Planners were minded to refuse the planning application then determination should be in front of the Area Planning Panel and not via delegated powers.
- b) To note the response to Peter Timbrell's e-mail dated 13<sup>th</sup> January re planning application 14/04800/FUL

#### **189/15. Correspondence**

##### **Resolved:**

- a) To note the White Rose Update (January 2015 edition)
- b) To note the e-mail dated 28<sup>th</sup> January received from Yorkshire Water Services Ltd re potential new allotment land adjacent to Keighley Road. Cllr Cameron confirmed that a further e-mail received that day confirmed that Keyland were happy to proceed and would instruct their solicitors accordingly.
- c) To note the e-mail dated 20<sup>th</sup> January received from Highways Department re highway problems at Lowertown and on Hebden Bridge Road
- d) To note the e-mail dated 7<sup>th</sup> January received from YLCA re new local council award scheme 2015. Agreed that Cllr Cameron should respond to YLCA expressing members' disappointment to the new award scheme.
- e) To note the letter dated 4<sup>th</sup> February received from Haworth, Cross Roads and Stanbury Parish Council re the Worth Valley Police & Contact Point. Agreed that Cllr Cameron should contact Cllr Huxley to gain further information such as annual running costs of the Contact Point including employment costs and the percentage of the Oxenhope patronage.

#### **190/15. Community Assets**

##### **Resolved:**

To defer the authorisation of the applications to register Oxenhope Recreation Ground, Oxenhope Community Centre, Oxenhope Cricket Ground, the Rose Garden, the Millennium Green and the Duck Pond adjacent to Station Road as community assets until the March 2015 monthly meeting. Cllr Cameron agreed to complete one of the applications and to circularise same so that members would volunteer to

*SIGNED .....* 11<sup>th</sup> March 2015

1654

*PAGE NUMBERING CHECKED.....*

complete the other applications. Cllr Jones agreed to investigate what mapping software Haworth Parish Council used for their applications and to advise the Clerk.

**191/15. Marsh Common**

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

**192/15. Reports**

- a) Oxenhope School Governors. Cllr Ashcroft confirmed that the Ofsted Inspection rated the School as good. The recent closure of the School when the new boiler failed was regrettable but measures had been put in place so that any replacement boiler parts needed in the future would be sourced promptly. Cllr Ashcroft confirmed that due to work commitments he had missed the last Governors meeting.
- b) Allotments. Cllr Maw confirmed that the Open Forum went well and that the allotment holders were pleased that the rents had not increased. Cllr Bedford had been requested at the Open Forum to ensure everyone on the waiting list were in agreement with taking a plot at the new Keighley Road site.
- c) Oxenhope Youth Club. No report received.
- d) Rights of Way. Cllr Hopkinson confirmed that memorial consultation document had prompted 126 responses and this would enable Bradford Council to produce a policy document.
- e) Oxenhope Community Centre. Cllr Maw reported that new cubicles in the toilets were being installed in the Community Centre. The Charity Commission had granted the Management Committee's Charity Incorporated Organisation application. A grant of £2k had been secured from Bradford Council for cleaning and maintenance.

**193/15. Financial Matters**

**Resolved:**

- a) To ratify the majority decision made by members by email (as the January 2015 planning meeting was cancelled due to adverse weather conditions) to maintain the 2015 rent levels for allotment plots as at the 2014 levels.
- b) To authorise a replacement laptop for the Clerk (specification – 13inch MacBook Pro, 2.6 GHz dual-core Intel Core i5, 8GB 1600 MHz memory, 256 GB PCIe-based flash storage) by utilising the remaining balance of £927.50 in the Contingency Fund and by drawing £72.50 from Reserves. Members also agreed that the Clerk should purchase Office for Mac software at a maximum cost of £300 (the actual amount to be drawn from Reserves).
- c) To authorise One to One MacBook training at a cost of £79
- d) To authorise the previously circulated documents relating to this year's Participatory Budgeting with the exception of the press release. Agreed that the middle paragraph needed to be replaced with details of last year's awards e.g. the Cricket Club were awarded £250 to purchase a new line marker etc.
- e) To note that a financial contribution had been requested to obtain a motorised bike for use by the PCSOs across the valley (it was proposed that the total cost would be split between the Worth Valley Contact Point, Haworth, Cross Roads and Stanbury Parish Council, Oxenhope Parish Council and Keighley Town Council). Agreed that Cllr Cameron seek a proper quote from Cllr Huxley.
- f) 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> January to 16 <sup>th</sup> February
Gratuity Account	Transfer	£30.08	Monthly transfer
Elaine Pearson	Standing Order	£741.84	Monthly salary
Cultrix Ltd	101111	£30.00	Starter Business Hosting – worthexploring.co.uk (31/01/2015 – 30/01/2016)

SIGNED ..... 11<sup>th</sup> March 2015

1655

PAGE NUMBERING CHECKED.....

Oxenhope Methodist Church	101112	£72.00	Use of church premises for meetings
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g) 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	-3325.03	3000.00	325.03		
01. Precept	14495.00			14495.00	
02. Oxenhope Conservation Initiative	1037.72			1037.72	
04. Bank Interest Business Base Rate		14.27		14.27	
05. Grants Received	875.00			875.00	
06. VAT repayment	194.24			194.24	
07. Unpresented cheque	100.00			100.00	
08. Rent Allotment Holders	421.00			421.00	
09. Bank Interest - Gratuity Account			1.11	1.11	
10. Allotments Grant	467.00			467.00	
119. PAYE & NIC	-661.40			-661.40	
120. Clerk's monthly salary	-8079.96			-8079.96	£1,805.41
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	-288.00			-288.00	£32.00
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	-717.38			-717.38	
133. Contingency Fund	-9.00			-9.00	£927.50
135. Mobile phone	-313.94			-313.94	£13.40
136. Worth Exploring	-30			-30	
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>£2,292.22</b>	<b>£32,438.68</b>	<b>£3,106.57</b>	<b>£37,837.47</b>	

#### 194/15. Minor items and items for the next agenda

##### Minor items:

- Cllr Hindley confirmed that he would be attending the funeral of John Kitchen and the Clerk confirmed that a bereavement card would be sent to Julia Kitchen.
- Cllr Hindley thanked Cllr Cusdin from bringing to Cllr Poulsen's attention the recent icy pavements in the village and congratulated Cllr Poulsen for the prompt action to get the pavements gritted.
- Cllr Hindley confirmed that his own personal maps and documents would be deposited at Keighley Reference Library on the proviso they remain in Keighley should Bradford Council decide to close the Library in the future.
- Cllr Maw reported that delivery vans were frequently getting stuck on Heights Lane and suggested Highways Department install 'no through road' signs at either end of Heights Lane. The Clerk agreed to raise this matter with Highways Department.
- Cllr Ashcroft confirmed that Yate Lane had been resurfaced, however, it appeared that the iron works stood too proud of the highway and as a result would not be effective in periods of heavy rain. The Clerk agreed to raise this matter with Highways Department.

SIGNED ..... 11<sup>th</sup> March 2015

1656

PAGE NUMBERING CHECKED.....

**195/15. To note the date, time and venue of the next meeting**

Monthly meeting on Wednesday 11<sup>th</sup> March 2015 at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 20:49 p.m.

*SIGNED* ..... 11<sup>th</sup> March 2015

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