

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL HELD ON  
WEDNESDAY 8<sup>TH</sup> JULY 2015 AT OXENHOPE METHODIST CHURCH, COMMENCING AT  
7:30 PM**

Present: Cllr Tony Maw  
Cllr Penny Cusdin  
Cllr David Ashcroft  
Cllr Derrick Hopkinson  
Cllr Jonathan Gill  
Cllr Joyce Harrop  
Cllr Ken Eastwood

In attendance: Miran Rahman, Reporter, Keighley News  
Police Constable Irving (7.30 – 7.45)  
One member of the public (7.30 – 8.00)

**50/15. Apologies consented to**

Cllr Peter McManus (knee operation)

**51/15. Disclosures of Interest**

Cllr Ken Eastwood declared a disclosable pecuniary interest re the website agenda item number 12 (b).

**52/15. No applications for Dispensation**

**Guest Speakers**

Cllr Maw welcomed PC Irving, PC Irving explained that recent crime figures were at expected levels with the exception of dwelling burglaries which were slightly higher than expected but the culprits were now on remand and therefore normal levels should now resume. PC Irving stressed the need for people to lock their cars and remove valuables out of view as theft from motor vehicles was an ongoing problem. Planned leaflet drops will reinforce the message to car owners to remove valuables out of their cars.

PC Irving confirmed that he was to have a meeting with Mike Powell, Emergency Planning Manager, next week to feedback the traffic management issues relating to the recent Straw Race. It was noted that signage in the village looked more official this year and was put up much earlier than normal, however, signage was required for next year's event at Cross Roads as many people landed on this year's event without seeing any signs before entering the village. Cllr Eastwood added that there were traffic problems in the Oxenhope Station area. Cllr Maw reported that he had received complaints about people being noisy after midnight around the Bay Horse area. PC Irving noted these points.

**53/15. Minutes of meetings**

The minutes of the Parish Council meetings held on 10 <sup>th</sup> & 24 <sup>th</sup> June were proposed as a correct record by Cllr Hopkinson and were signed by the Chairman.
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**No matters arising**

The July Outstanding Issues Report was duly noted.
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**Matters arising:**

Agreed that the Neighbourhood Development Plan and the section 106 monies relating to Woodridge should be August meeting agenda items.

**54/15. Public question time**

No matters raised.

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## 55/15. Planning

### Resolved:

That the Parish Council raise no objections re 15/00986/HOU – Retrospective application for demolition of attached outbuilding and construction of storage building extension to residential annex approved under 14/01221/HOU at Forge House, Denholme Road

## 56/15. Allotments

### Resolved:

- a) To note the June Safety Inspection Report.
- b) To note Cllr Harrop's monthly report which included the action she had already taken with the plot 4b tenants. Agreed that the Clerk should write to the plot 4b tenants to inform them that they are in breach of their tenancy agreement and that they have two weeks to rectify matters or their agreement will be terminated.
- c) To agree that the Parish Council do not proceed with obtaining a lease from Keyland Developments Ltd to lease land adjacent to Keighley Road for the provision of additional allotment plots. The Clerk was requested to write to Keyland Developments Ltd requesting that if future demand for allotment plots increase then members of the Parish Council would like to re-investigate land owned by Keyland Developments in Oxenhope for additional allotment plots. The Clerk to also write to the Parish Council's solicitor to request him to submit his invoice for costs incurred to date.

## 57/15. Horseshoe Dam

### Resolved:

- a) To agree support for the Horseshoe Dam project which included allocating £150 to be drawn down by 'Friends of the Horseshoe Dam' for future clean-ups, replanting and to provide some simple monthly notices stating what had been seen on site. Cllr Ashcroft, on behalf of the Parish Council, thanked the parishioners who had undertaken the recent clean up and confirmed that he would investigate what involvement the School wished to have which would probably be making the children aware of what has been done and to make them aware of the 'what has been seen' notices. Cllr Cusdin confirmed that she would put the new Keighley Community Development worker in touch with the Horseshoe Dam volunteers to assist them in the setting up 'Friends of the Horseshoe Dam'.
- b) To authorise the application to Bradford Council to make the Horseshoe Dam a community asset

## 58/15. Reports

- a) School Governors. Cllr Ashcroft confirmed that the next Governors' meeting would be held next week and that he would report on this meeting at the Parish Council's August meeting.
- b) Oxenhope Youth Club. Cllr Cusdin confirmed that there was nothing significant to report.
- c) [www.oxenhope.org.uk](http://www.oxenhope.org.uk) Cllr Eastwood reported that the village now had a more modern site which blended well with a real focus on what the Parish Council does and with clear business and community links. The content reorders itself on a mobile and is more user-friendly than the previous site. Cllr Eastwood then demonstrated the user friendliness of the site. Cllr Ashcroft suggested that the Parish Plan should be added and that School events should be added to the diary. Cllr Maw also suggested that the Community Centre events should be added to the diary with the possibility of adding Cricket Club and Football Club fixtures. Cllr Eastwood encouraged members to use the site and to let him know of content which required amending or adding.
- d) Rights of Way. Cllr Hopkinson confirmed that it hadn't been possible to attend the latest Local Access Forum and that there was nothing significant to report.

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- e) Oxenhope Community Centre. Cllr Maw confirmed that there was nothing significant to report.

**59/15. Financial Matters**

**Resolved:**

- a) To authorise the following accounts for payment:

Payee	Cheque no.	Amount	Description
Three	Direct Debit	£25.00	Monthly mobile phone bill
Gratuity Account	Transfer	£30.08	Monthly transfer
Elaine Pearson	Standing Order	£786.52	Monthly salary
Derrick Hopkinson	101132	£35.92	Weed & moss killer
Stephen Brown	101133	£50.00	Internal audit fee
Elaine Pearson	101134	£166.57	Clerk's expenses
Post Office	101135	£144.92	PAYE & NIC
M K Illumination UK Ltd	101136	£414.60	Purchase of 10 sets of Stringlite 20m multi-coloured lights
Information Commissioner's Office	Direct Debit	£35.00	Annual renewal of register entry

[Cllr Eastwood left the meeting]

- b) To authorise a website hosting, support & maintenance charge of £250 + VAT and a UK domain name registrations fee of £5.99 + VAT per annum. These payments are payable to Digital Nomads Ltd on 1<sup>st</sup> July each year.  
 [Cllr Eastwood returned to the meeting]
- c) To authorise a transfer of £302 from Reserves to clear the debit balances of £257 re Stationery & Printing and £45 re Training
- d) To note the following trial balance:

Analysis	A/c			Grand Total	Budget remaining
	Current	Deposit	Gratuity		
001. Balance b/fwd	1723.92	30442.65	3137.00	35303.57	
002. Transfer	-120.32		120.32		
01. Precept	15330.00			15330.00	
119. PAYE & NIC	-144.92			-144.92	
120. Clerk's monthly salary	-3016.52			-3016.52	£6,923.48
121. Subscriptions	-561.00			-561.00	£239.00
122. Insurance	-470.75			-470.75	£24.25
123. Audit Fee	-50.00			-50.00	
124. Room Hire	-90.00			-90.00	£230.00
125. Stationery & printing	-716.4			-716.4	£257.00
126. Postage	-0.95			-0.95	
128. Christmas Lights	-455.40			-455.40	
129. Travel & subsistence	-116.51			-116.51	£1,000.00
130. Grants via Participatory Budgeting	-1000.00			-1000.00	
131. Allotments	-59.52			-59.52	
133. Contingency Fund					
134. Reserves	-225.00			-225.00	
135. Mobile phone	-130.27			-130.27	£154.73
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>£8,976.36</b>	<b>£30,442.65</b>	<b>£3,257.32</b>	<b>£42,676.33</b>	

**60/15. Minor items and items for the next agenda**

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**Minor items:**

- a) Agreed that the Clerk write to the residents of Whinn Knoll requesting that the trees overhanging the pavement adjacent to Hebden Bridge Road be trimmed by them or by whoever is responsible for the trees.
- b) Agreed that Cllrs Hopkinson & Maw report the vandalised wire fencing around the perimeter of the tennis court along with the fence which has been pushed over in the Recreation Ground to Mick Priestley.
- c) Agreed that the Clerk write to the owner of the unstable wall on Best Lane pointing out that members of the Parish Council were concerned as the present condition of the wall presents some safety issues for pedestrians.
- d) Agreed that the Clerk arrange the annual 'walk around the village' with a Highways Department representative to highlight current highway problems.
- e) Cllr Maw confirmed that he had accepted his invite from Calderdale Fell Rescue to attend their event in Mytholmroyd in February 2016 and that any other members wishing to join him would be most welcome.
- f) Cllr Ashcroft agreed to provide a questionnaire to be used by members manning the Parish Council stand at this year's fete. The questionnaire would concentrate on the question 'Would you be in favour in the Parish Council raising the precept to mitigate the loss of services previously provided by Bradford Council'. Members manning the stand, which included Cllrs Maw, Cusdin, Harrop, Hopkinson & Eastwood, were requested to bring to parishioners attention the new Oxenhope website and to encourage parishioners to sign up for the newsfeeds.
- g) Agreed that the Clerk request an update as regards the Worth Exploring App.

**Items for the next agenda:**

- h) To discuss whether or not the Parish Council are going to proceed with a Neighbourhood Development Plan.
- i) To discuss the recent response received from Bradford Council re the section 106 monies amounting to £52k in respect of the development at Woodridge.

**61/15. To note the date, time and venue of the next meeting**

Monthly meeting on Wednesday 12<sup>th</sup> August at 7.30 p.m. at Oxenhope Methodist Church.

The Chairman closed the meeting at 21.16 p.m.

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