



OXENHOPE PARISH COUNCIL

Signed: *Janet Foster* 3rd March 2017
Mrs Janet Foster, Clerk to the Parish Council
Tel No.: 07972717058
E-mail: clerk@oxenhopeparishcouncil.gov.uk

**You are invited to attend the monthly meeting of Oxenhope Parish Council
to be held at 7:30 p.m. on Wednesday 8th March 2017
at Oxenhope Methodist Church, Oxenhope.**

AGENDA

- 1. Apologies**
To note any apologies offered and to consider whether they be consented to.
- 2. Disclosures of Interest**
To receive disclosures of pecuniary interests and other interests from members on matters to be considered at the meeting.
- 3. Applications for a Dispensation**
To grant, or otherwise, the applications as received by the Clerk within one clear day of the council meeting.
- 4. Minutes of Meetings (previously circulated to Members)**
 - a) To agree and sign the minutes of the Parish Council's monthly meeting held on 8th February
 - b) To discuss any matters arising from the minutes (information only).
 - c) To note the March Outstanding Issues Report (information only) (see appendix 1).
- 5. Public Question Time**
To welcome members of the public and to receive their representations.
- 6. Planning**
To formulate observations re. the following planning applications: -
 - a) 17/00427/FUL - Change of use from detached garage to fully accessible dwelling at Fishers Lodge, Crossfield Road, Oxenhope.
 - b) 17/00644/HOU - Demolition of an existing garage, construction of a two storey side extension, a single storey porch and a detached double garage at Westaways, Moorhouse Lane, Oxenhope.
 - c) 16/08330/NMA01 - Non material amendment to planning permission 16/08330/FUL dated 05.12.16: Demolition of existing garage and bungalow and construction of new two-storey house and detached double garage at Greenacres, Moorhouse Lane, Oxenhope.
 - d) 17/00949/HOU - Internal alterations and a new first floor window in the side elevation at Far Stones Farm, Stone Lane, Oxenhope.

(Details of all planning applications can be viewed at Bradford Council's online planning system <http://www.planning4bradford.com/online-applications/>)
- 7. Guest Speakers**
 - a) Louise McCaul & Dave Mazurke, Bradford MDC Highways.
 - b) Police Constable Irving.
 - c) Worth Valley Ward Councillors.
 - d) John Parkin, Acting Headteacher at Oxenhope School.

8. Rose Garden

To receive an update report on progress and options with regards to the Rose Garden. To consider appropriate next steps and to authorise Cllr McManus and the Clerk to progress the following actions: -

- a) To open dialogue with Bradford MDC with regard to asset transfer.
- b) To obtain initial estimates for various works to be included in a scheme of phased improvement.
- c) To investigate and explore grant funding opportunities to support the project.
- d) To discuss and progress any planning consent requirements with Bradford MDC, noting that the Rose Garden is within a conservation area.
- e) To display proposals at the Participatory Budget public event on 11th March in the Community Centre.

9. Participatory Budgeting Scheme (PBS)

- a) To note applications received for grant funding under the PBS.
- b) To consider arrangements for the public meeting on the 11th March.

10. Safety Inspection Reports (see appendix 2)

To note the February Safety Inspection Reports for Marsh Common and for the allotments.

11. Oxenhope Neighbourhood Development Plan (NDP)

To note the minutes of the NDP Project Group meeting held on Thursday 2nd March. Cllr Eastwood to sign the minutes in the absence of Cllr McManus.

12. Reports (see appendix 3)

To note and discuss previously circulated reports: -

- a) Cllr Harrop re. allotments.

13. Correspondence (see appendix 4)

To receive the following correspondence and to formulate a response, if appropriate: -

- a) Email from Kris Hopkins, MP re. Oxenhope Parish Council precept.
- b) Email from David Hemsley re. incinerator.
- c) Email from Stuart and Anne Taylor re. fare increases by Keighley & Worth Valley Railway.

14. Financial Matters

- a) To authorise, or otherwise, expenditure of £250.00 + VAT to Imperative Training Limited (defibshop) for attendance at the village fete on 15th July, to provide 15-minute familiarisation sessions to introduce residents to the use of defibrillator equipment and life saving techniques.
- b) To authorise, or otherwise, payment of the Clerk's Membership of the Society of Local Council Clerks (SLCC) (£10 one off joining fee and annual membership currently £121).
- c) To authorise, or otherwise, expenditure of £99 for the Clerk's online training course, Introduction to Local Council Administration (ILCA), provided by SLCC.
- d) To authorise, or otherwise, expenditure of £149 + VAT for the Clerk's Parish Council website training half-day workshop provided by Digital Nomads Limited.
- e) To authorise the following accounts for payment: -

Payee	Cheque no.	Amount	Description
Three	Direct Debit	£25.00	Monthly mobile phone bill
Janet Foster	Standing Order	£755.42	Monthly salary
Digital Nomads Limited	101219	£210	PollDaddy annual subscription

Imperative Training Limited	101220	£4,129.20	Defibrillators, cabinets and annual support x 2
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f) To note the following trial balances: -

Sum of Net amount	Accounts				Budget remaining
	Current	Deposit	Gratuity	Grand Total	
001. Balance b/fwd	1,441.51	26,459.50	3,499.62	31,400.63	
002. Transfer	-9,205.48	-10,400.00	-794.52	-20,400.00	
01. Precept	17,459.00			17,459.00	
04. Bank Interest Business Base Rate		12.93		12.93	
05. Grants Received	10,626.11			10,626.11	
06. VAT repayment					
07. Allotment key deposits	5.00			5.00	
08. Rent Allotment Holders	400.00			400.00	
09. Bank Interest - Gratuity Account			1.35	1.35	
119. PAYE & NIC	-385.99			-385.99	
120. Clerk's monthly salary	-8,729.16			-8,729.16	1,210.84
121. Subscriptions	-582.00			-582.00	218.00
122. Insurance	-491.16			-491.16	
123. Audit Fee	-170.00			-170.00	
124. Room Hire	-277.00			-277.00	43.00
125. Stationery & printing	-151.86			-151.86	206.85
126. Postage	-53.18			-53.18	6.82
128. Christmas Lights	-488.75			-488.75	
129. Travel & subsistence	-102.64			-102.64	47.36
131. Allotments	-189.55			-189.55	
132. Gratuity Account	-1,128.40			-1,128.40	
133. Contingency Fund	-170.00			-170.00	
134. Reserves	-3,122.62			-3,122.62	
135. Mobile phone	-275.00			-275.00	20.87
137. Section 137	-20.00			-20.00	
139. Outreach	-375.00			-375.00	
141. Marsh Common	-192.00			-192.00	490.00
142. Neighbourhood Development Plan	-9.00			-9.00	
144. Use of David Pearson & Associates premises	-252.00			-252.00	
145. Website	-1,067.59			-1,067.59	
146. Oxenhope Youth Club	-1,414.22			-1,414.22	2,391.48
Grand Total	1,079.02	16,072.43	2,706.45	19,857.90	4,635.22

15. Minor items and items for next agenda

To discuss minor items and to note items for the next agenda.

16. To note the date and time of the next meeting

Monthly meeting on Wednesday 12th April 2017 at 7.30 p.m.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME

Appendix 1 – March outstanding issues report

Subject	Issues	Responsibility	Date last actioned	Outcome? Notes/further action required
Affordable Housing	To ensure the section 106 monies amounting to £52k in respect of the development at Woodridge is utilised Leemingbeck Close	Cllr Maw	02/02/17	Yes
cPAD's	To install community defibrillators at the Station and at Leeming.	Cllr Eastwood		Order placed with supplier. Delivery 4-6wks from receipt of payment. Electrician required to provide quote for installation.

Appendix 2 – Safety Inspection Reports

Allotments Safety Inspection Report

Name: Joyce Harrop

Date 6 February 2017

Weather Sunny, cold, wet underfoot

Time 11.00 am

	Seen	Comment if necessary
	√	
Water drainage – Monthly Basis (unless substantial rainfall or a prolonged period of rain)		
Any defects e.g. collection of water on any one plot?	√	
Plots – Monthly Basis		
Any hazards e.g. broken glass, containers of chemicals?	√	
Access track - Monthly Basis		
Any defects e.g. pot holes, glass etc?	√	
Any unauthorised vehicular use?	√	
Any dog fouling visible on or within close proximity of access track?	√	
Gates – Monthly Basis		
Pedestrian swing gate working as it should?	√	
Field gate intact?		

Vegetation – Monthly Basis		
Any vegetation need removing and/or cutting well back?	√	
Trees – Monthly Basis		
Any overhanging branches need removing?	√	
Fires – Monthly Basis		
Any burning of garden refuse under control and not causing a nuisance to neighbouring properties?	√	
Boundary walls – Monthly Basis		
Any defects?	√	
Fencing – Monthly Basis		
Any defects?	√	Some fencing slats missing in adjacent field.

Marsh Common Safety Inspection Report

Name: D Hopkinson

Date 17 February 2017 **Weather** Fine but overcast **Time** 10.00

Culvert, beck & ditches – Monthly Basis (unless substantial rainfall or a prolonged period of rain)		No changes or major issues found
Water free flowing?		Yes. Minimal flow in both culverts.
Free of debris?	_____	Culvert and ditches reasonably clear
Footpath - Monthly Basis		Footpath through common reasonable but muddy in places.
Any defects e.g. pot holes, glass etc?	_____	None apparent, but in need of resurfacing with hardcore.
Any unauthorised vehicular use e.g. off road motor		No signs of vehicular use,

bikes etc?		
Any dog fouling visible on or within close proximity of footpath?		None apparent. Large Sign attached to entrance gate.
Seating – Monthly Basis		
Any defects which may cause personal injury?		None
Adequately secured to the ground?		Yes
Gates – Monthly Basis		
Kissing gate working as it should?		Yes.
Padlock and chain on the field gate intact?		Yes
Padlock on the palisade fencing gate in full working order?		Yes
Vegetation – Monthly Basis		
Any vegetation need removing and/or cutting well back?		All has died back.
Trees – Monthly Basis		Willow trees from adjoining land overhanging footpath have been trimmed back.
Any overhanging branches need removing?		Most of branches overhanging footpath have been removed, Those remaining appear safe.
Fencing – Monthly Basis		
Any defects?		Reasonable but some fencing alongside willow trees leaning and damaged.
Boundary walls – Monthly Basis		
Any defects?		Reasonably sound

Appendix 3 - Allotments Report

1. Some fencing slats in need of replacement. Two concrete posts in need of stabilising. Allotment holder of Plot 12 has volunteered to repair his part of fence without charge, if reimbursed for materials.
2. Large tree pushing through fence behind Plot 10. Would necessitate use of chainsaw. Fence section will need to be replaced.
3. Some fencing slats in need of replacement at various points.
4. Rubbish needs to be removed from Plot 7 and greenhouse needs to be correctly sited.

Cllr Joyce Harrop

Appendix 4 - Correspondence

Email from Kris Hopkins, MP: Date: Monday, 20 February 2017
Subject: Oxenhope Precept rates

Dear Ken I hope you are well.

I was unsure who would be taking over from Elaine Pearson as Clerk, so I hope you don't mind me contacting you.

Kris has received the below email from a constituent in Oxenhope, and I hoped you may be able to let us have a reply which we can share with him to clarify the matter?

Best regards Liz

Message: Could you please ask some questions regarding the outrageous Oxenhope Parish Council precept rate increase of 35%. I am aware the action is lawful but nevertheless a disgrace. The website "isitfair" relating to the heading "parish council scam" would seem to endorse my view. The next years increase could be ????

Email from David Hemsley
Date: 13 February 2017
Subject: Incinerator

Hi Peter,

Hopefully you are the most appropriate parish councillor to deal with the point I wish to raise.

As you are no doubt aware, last week BDMC rubber stamped plans for the building of a massive waste incinerator on the site of the former Keighley gasworks.

I guess most people in Oxenhope assume it's well away from us and we can safely

turn a blind eye. Nothing could be further from the truth. The plume from this horror will affect the air quality over a range of 25 miles and it will be at its worst for us when the wind is blowing up the Worth Valley. I think it is a great health concern for all, particularly for the youngsters growing up in the village.

I wondered if the Parish Council has knowledge of this matter, in particular the toxic nature of the outfall and whether they consider any action is appropriate on behalf of the residents of Oxenhope?

There is an action group and a petition doing the rounds. Full details are on Facebook. I have to say I do not know if it is still possible to overturn the decisions taken in Bradford, but the action group seems to think it is.

Regards, David Hemsley

Email from Stuart and Anne Taylor

Date: 1 March 2017

Subject: Increase in fares for Worth Valley Pensioners

Copy of email sent F.A.O. Chairman KWVLR

Dear Mr. Stroth,

we are writing to express our deep dismay and disappointment regarding the recent decision to scrap the Senior Local Residents' Rail Card. This means in effect that over 60's living in the Worth Valley will now have to pay approximately twice the pre 2017 fares. As retirees we feel targeted and discriminated against. Reliant on pensions, we need to be extra careful how we spend our money. We have supported KWVLR since moving to Oxenhope in 1982, using the line with friends and family before having our own children. Now with our grandchildren we are almost weekly travellers. We will now be thinking twice how often we are able to travel on the line, unless you are able to review your policy. This would be a shame for our two grandchildren, and also for KWVLR, as we will be spending less, particularly as they will shortly reach the age when we will need to be paying for them. If you take into account the potential loss if the many other pensioners in the area also take the same view this doesn't seem thought out.

We would also like to point out the lack of awareness or publicity given to this issue, for example we were not informed that these drastic price rises would take place when we renewed our Senior Local Resident's Railcards. Therefore, we were in effect paying for something that no longer exists. This does not seem appropriate for an organisation with Registered Charity status, nor is it acceptable to go against the grain of most other organisations who readily offer concessions to clients and customers who are over sixty. It's highly likely that you will be receiving many more complaints such as ours once people realise the facts of the matter and how this issue has been managed.

We therefore suggest you stock sufficient complaint forms, as when we travelled on 11/2/17 they were unavailable at both Keighley and Oxenhope stations.

We would ask you to reconsider your decision to scrap the Senior Local Resident's Railcard, and look forward to a timely response to our complaint.

Yours sincerely,
Stuart and Anne Taylor