

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 14TH FEBRUARY 2018 AT OXENHOPE METHODIST
CHURCH, COMMENCING AT 7:30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr David Ashcroft
Cllr Robert Goulding
Cllr Derrick Hopkinson
Cllr Joyce Harrop
Cllr Peter McManus

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Rebecca Poulsen
Miran Rehman
PCSO Anderson
2 members of the public

17/18 Apologies for absence and reason approved
Cllr Tony Maw (family commitments).

18/18 Disclosures of Interest
None.

19/18 Applications for a Dispensation
None received.

20/18 Minutes of Meetings (previously circulated to Members)
a) The minutes of the Parish Council's monthly meeting held 10th January 2018 were confirmed as a true and correct record.
b) Matters arising from the minutes: None.
c) February Outstanding Issues Report. Noted.

21/18 Public Question Time
None.

22/18 Guest Speakers

a) PCSO Anderson was welcomed to the meeting. He explained that he would be covering the area until March, when the Worth Valley would be split into three areas with a PCSO in each area, which should mean a greater Police presence.

He reported there had been virtually no crime so far this year in Oxenhope, other than one public order offence.

PCSO Anderson was thanked for his contribution and left the meeting

b) Worth Valley Ward Councillors

Cllr Poulsen said she had a positive meeting with Chris Hird from Bradford MDC Highways and John Parkin, Headteacher at Oxenhope CofE School, about the proposed highways scheme on Hebden Bridge Road. They had made a slight change to the draft plan and added some extra parking. The scheme is now out for public consultation and Highways are waiting to see if

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there are any objections. The aim is to make it safer for children and road users.

John Parkin is looking at using the railway car park, with the children being walked up to school in a walking bus. This has been put on the school blog and there has been a positive response. The walking bus route would be across Mill Lane, through Millennium Green and up to school.

Cllr Poulsen also said they are trying to get a school crossing patrol. Cllr Harrop asked who would fund this. Cllr Poulsen said this is being investigated.

Cllr Poulsen said another issue is changes to the rural waste collection service. The rural collection includes both farms and villages. It is in areas where the larger bin lorries cannot get access. The aim is to try and move as many properties, as possible on to the "normal" bin collection, but this involves assessing every property to see if can have a wheelie bin and where the bin can be kept. The change was an operational decision and Ward councillors have not been consulted. The Council is getting rid of the smaller collection vehicles. The Ward Councillors are trying to help with decisions for properties where there are issues.

Cllr Eastwood has been contacted by a resident on Lee Lane, where the problem is where to store wheelie bins.

Cllr Ashcroft said there is an issue with safety as on Jew Lane there is no room for wheelie bins. He stated there has been a lack of communication from the Council about these changes.

Cllr Goulding has stated he had received a letter from the Council about the changes.

Cllr Poulsen said the Council gets in touch once the property is due to be moved onto the wheelie bin collection service. She stated that there will be some properties where the bin lorry will not be able to access the property.

Cllr Eastwood said it would be a concern if pavements are completely blocked by wheelie bins.

Cllr Ashcroft asked if it was known when the routes will be rolled out. Cllr Poulsen said Susan Spink was the officer in charge of the scheme. The clerk was asked to contact her to ask about the date for planned changes in Oxenhope.

Cllr McManus stated he is on a rural route. He stated that there is a different recycling policy in different parts of the district. Cllr Poulsen said that historically there were different contracts between the urban and rural routes.

Cllr Poulsen said there is a royal visit on Friday this week, which will be good publicity for the area.

Cllr Brown said there is funding available for tourism promotion. The next meeting is in Haworth on 20th March.

- c) John Parkin, Headteacher at Oxenhope School gave his apologies, as did Rev. Cat Thatcher.

The meeting was adjourned for a short period.

23/18 Planning

Resolved:

The following planning applications were considered: -

- a) **17/06790/FUL** Build wood framed and wood clad double garage on concrete base at 2 - 4 Upper Marsh Lane Oxenhope BD22 9RH. Cllr Hopkinson pointed out it is in a prominent position, but Cllr Goulding said it will probably not be too obvious. The planning permission is for a timber clad garage. Cllr McManus said there needs to be clarity on materials to be used and a comment will be made about this.
- b) **18/00172/HOU** First floor extension at Thorn Cottage 41 Upper Town Oxenhope BD22 9LP. The Parish Council raised no objection.
- c) **18/00296/PNH** Construction of single storey rear extension at 3 Crossfield Gardens Oxenhope BD22 9DZ. The Parish Council raised no objection.

24/18 Safety Inspection Reports for Allotments and Marsh Common.

The reports for the Allotments and Marsh Common were noted. Cllr Ashcroft asked about the waiting list for allotments, which is down to four. He asked if this was a concern. Cllr Harrop said this is not a concern.

Cllr McManus asked about drainage work around Marsh Common undertaken by a resident. Cllr Goulding said this has helped with a problem on the verge. The clerk was requested to send a letter of thanks for the work.

26/18 Councillor resignation

Cllr Eastwood wanted to formally note the Council's thanks for Cllr Cusdin's contribution to the work of the Parish Council.

The Council is in a statutory period up until 27th February, during which time an election can be held to fill the vacancy if 10 electors request this. After this period, the vacancy can be filled by co-option. Cllr Eastwood said there had already been two expressions of interest in the vacancy.

27/18 General Data Protection Regulation (GDPR)

Cllr Eastwood talked to his report and pointed out that NALC are of the view that the clerk should not be the Data Protection Officer. Templates and guidance is expected from the Society of Local Council Clerks shortly. Cllr Eastwood is attending a training session on GDPR in March. Cllr Goulding is also attending NFU training on this.

The summary report on the GDPR from the Chair was noted.

28/18 Correspondence

Resolved:

- a) Email from Cllr Goulding about using farmers to help clear winter roads. Noted.
- b) Email from Michael Barrett about rubbish on Black Moor Road. The clerk was requested to inform PCSO Anderson about this.

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- c) Email from Kathryn Jones about representation on Bradford Council's Standards Committee. Noted.
- d) Minutes of Liaison Committee from 14th December 2017. Noted.
- e) Draft Highways Protocol. Cllr Eastwood pointed to out the protocol includes consultation with Parish Councils. Cllr McManus reported a swift response from Highways to reports of a pothole outside the Church.
- f) Email from Chris Tabori about planning application for 6 Perseverance Fold. Noted.

29/18 Draft Highway Plan – Hebden Bridge Road

The draft Highways plan for changes on Hebden Bridge Road showing proposed restrictions were noted.

30/18 Shaw Lane

Cllr Goulding said the issue of Shaw Lane had been raised at the NDP meeting. He asked for possible solutions as this is a busy highway which is basically a single track road. There are residential developments planned which is approved, which will make the situation even worse. He wondered whether traffic lights might be an option. Cllr Poulsen said best approach would be to email Simon D'Vali in Bradford MDC's Highways.

Cllr McManus said there would be some Section 106 relating to developments in Shaw Lane.

Cllr Ashcroft said it should be raised as an issue with Highways and then raised as part of discussion on the revised planning application being considered at the next Parish Council meeting.

31/18 Financial Matters

Resolved:

- a) To authorise the following accounts for payment (Cllr Eastwood explained that the Digital Nomads had paid the international invoice from Pixsy on behalf of the Parish Council as payment by cheque was not possible):

Payee	Cheque no.	Amount	Description
H3G (Three)	Direct Debit	£10.00	Phone
CIQ	101277	£4,470.00	Payment to Integreat for work on NDP (grant funded)
Digital Nomads	101278	£300.00	Payment in relation to Pixsy's claim for copyright infringement
Oxenhope P.C.C.	101279	£250.00	Outreach Magazine articles October and December 2017 issues

- b) To note the following payments previously authorised:
Clerk's salary and home working allowance (01.02.18 - 28.02.18). Noted.
- c) To note the bank reconciliation and budget. Noted.

32/18 Minor items and items for next agenda

The clerk said she had received an email about access still being blocked to the defibrillator in the phone booth at Leeming by vehicles parking too close.

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Cllr Goulding offered to speak to the garage again. The possibility of lines outside the phone booth was mentioned but Cllr Goulding said it is private land.

Cllr Harrop said that the sign at bottom of Jew Lane is loose. The clerk reported that Bradford MDC has been informed.

Cllr McManus reported that there will be one more NPD meeting before the draft plan will be drawn up and consulted on. He said he would like to have a stand at the Manorlands Garden party and the village Fete. Cllr McManus agreed to contact Manorlands to see if there is cost for this.

Cllr McManus suggested an exhibition in the Community Centre as an engagement event where public comments can be made. There was a discussion on the best way to consult and it was agreed that this should be an agenda item next time. Cllr Ashcroft suggested a leaflet drop to promote discussion on this very important document.

33/18 To note the date and time of the next meeting

The next monthly meeting will be on Wednesday 14th March 2018 at 7.30 p.m.

The meeting closed at 8.25 p.m.