

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL  
HELD ON WEDNESDAY 14<sup>TH</sup> MARCH 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 Tony Maw  
Cllr Peter McManus

In attendance: Worth Valley Councillor Russell Brown  
Miran Rehman  
Mr John Parkin, Headteacher  
12 members of the public

**34/18 Apologies**  
None.

**35/18 Disclosures of Interest**  
Cllr Harrop declared an interest in the planning application relating to Brooks Meeting Mill.

**36/18 Applications for a Dispensation**  
None received.

**37/18 Minutes of Meetings (previously circulated to Members)**  
a) The minutes of the Parish Council's monthly meeting held 14<sup>th</sup> February 2018 were confirmed as a true and correct record.  
b) There were no matters arising from the minutes.  
c) Updates on the March Outstanding Issues Report were:

Cllr Maw stated there was a need to rethink the approach to this Section 106 money. Cllr Ashcroft pointed out that there will be further Section 106 funding from any development at Brooks Meeting Mill, which would need to be taken into account in any plans for the existing Section 106 funds.

**38/18 Public Question Time**  
None.

**39/18 Guest Speakers**  
a) No representative present from the Police.  
b) Worth Valley Ward Councillors.  
Cllr Poulsen sent her apologies.

Cllr Brown said the main issues he had been dealing with related to the changes in bin collections. The roll out of the new service had been very problematic. He asked for details of any specific issues so that he could follow them up.

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Cllr Eastwood asked about the issues previously raised by residents of Lee Lane, but Cllr Brown said he was not sure there had been a response.

Cllr Maw queried if Bradford MDC were keeping the same small vehicle for collection. Cllr Brown said he was not sure if vehicle had been sold or was still in use. Cllr Maw stated that where he lived there was no access for a large vehicle. Cllr Brown said initially Bradford MDC had stated that black bin bags would be an option but this had not happened in practice. Cllr Ashcroft said there had also been problems on his road.

Cllr Ashcroft requested a formal letter from the Parish Council particularly highlighting the issues of lack of consultation and communication over the changes. Cllr Brown stated that Sue Spinks was the responsible officer, but Cllr Ashcroft suggested writing to the CEO of Bradford MDC and copying Ward Councillors into the correspondence.

Cllr Maw said he had received a complaint about street lights, with the response taking eight weeks. Cllr Brown asked for an email with details and then will forward it to the relevant department.

Cllr Eastwood asked Cllr Brown to give a short presentation on his proposals for the Tour de Yorkshire. Cllr Brown showed his proposal for Ilkley, which was the town name in large wooden letters, which would be displayed by the Cow and Calf rocks. He was working with Oxenhope School on the proposed sign for Oxenhope. He had identified a site for the sign, two fields down from the Wagon and Horses pub. It is a sloping field by the side of road and would be seen by the helicopter. A decision was needed on whether the letters should be 7 foot by 4 foot or 8 foot by 4 foot. Further details are contained in the correspondence item.

c) Mr. Parkin, Headteacher at Oxenhope School.

Mr. Parkin said there had been lots of sporting events at the school including cross-country events with one pupil possibly being selected for a national event. There had also been a swimming gala, which linked with a school in East Morton.

Another link with other schools had been the music event. This was aimed at children just starting to learn an instrument. There will be an event at Bingley Arts Centre on March 28<sup>th</sup>.

The school shut for 4 days due to snow. Mr. Parkin said he tries to make a decision on whether he needs to close the school by seven o'clock. There had been a problem with the school app one day, which had made communication difficult. The day that the school stayed open, the weather improved during the day so that it was the right decision. The school is open is the default position.

Mr Parkin expressed his gratitude to the Friends and Parents of Oxenhope School. The money they had raised had funded sport equipment, library books and maths resources.

Year 5 had been for a sleep over at the Deep. This had again been a very successful event, which also involved links with other schools.

Mr. Parkin said he would be willing to open the school at Easter or at a weekend for a community day working on the items for the Tour de Yorkshire.

Cllr Ashcroft asked about funding from the Local Authority for integration projects. Mr. Parkin stated the school received funding from the birth to 19 project, which involved linking with other schools.

- d) The Rev. Cat Thatcher sent her apologies.

#### **40/18 Planning**

It was decided to consider this planning application at this point in the meeting.

Cllr Harrop left the meeting.

- a) **17/06489/MAF** Conversion of the former mill into 7 residential units and the creation of ten new dwellings at Brooks Meeting Mill, West Shaw Lane, Oxenhope BD22 9QS.

Cllr McManus explained that the existing Section 106 money for the already agreed development on this site was just over £13,000 for education and just over £14,000 for recreation. The education funding had been earmarked for Haworth Primary School, which at the time of the allocation was the nearest Local Authority School. However, like Oxenhope Primary School, Haworth School is now an academy, so Cllr McManus stated the use of the education element of the Section 106 funding should be reviewed.

Under the Community Infrastructure Levy (CIL) rules Oxenhope would get just over £7,000 but if the Neighbourhood Development Plan had been in place this would be just under £12,000.

Cllr McManus stated there was a well researched comment by Peter Wear objecting to the development. This included objections to classifying part of the site of the former mill as a brownfield site. As the property had not been visible for approximately 100 years the site should be considered as part of the Green Belt.

He also commented that the additional infill properties were not in keeping with the linear development and raising the height of the roof was not in keeping with the Upper Town Conservation Area.

Cllr McManus also referred to traffic issues. There are existing serious difficulties with Shaw Road and there had been a query about whether traffic lights were needed on the single file section. The increase in traffic from this development would only make the situation worse.

He also pointed out that no information has yet been provided on drainage.

Cllr Ashcroft said there had been debate over the initial proposal, but the increase from 10 to 17 properties was over intensive and created a totally new development.

Cllr McManus agreed to draft a statement giving the Parish Council's reasons for objecting to the development.

Cllr Harrop rejoined the meeting.

#### **41/18 Councillor Vacancy**

Cllr Eastwood explained the procedure for the co-option to the vacancy to the Parish Council. He explained that the four candidates would each be asked to give a short presentation to the Parish Council. This part of the meeting would be held in private and the press and public would be excluded.

Everyone left the meeting except for the first candidate.

Cllr Eastwood introduced the members of the Parish Council to Richard Topham. Richard then gave a resume of his career and his areas of interest. Councillors asked about his role in Local Government and also queried if he felt there could be a conflict of interest with his roles at the school and church. Richard explained that this would not be the case. He was thanked for his presentation and left the meeting.

Cllr Eastwood introduced the Parish Council to Karen Faulkner who gave a presentation explaining her main areas of interest and referring to the email she had sent to the Parish Council setting out her interests and concerns. She was asked about her experience of committee work and said although she had not had much experience of this she had run a business and was also happy to undertake any necessary training. Cllr Eastwood thanked her for her presentation and she then left the meeting.

Cllr Eastwood introduced the Parish Council to Linda Herd, who then gave a presentation about her involvement with the school and running a local business. She was asked about her main areas of interest, which were the school and youth activities. She was thanked for her presentation and left the meeting.

Cllr Eastwood introduced the Parish Council to David Harris. David explained that he had been in the village for 20 years and had been encouraged to apply for the vacancy. However having seen the meeting he felt he would not have the time to make an effective contribution to the Council. Cllr Eastwood thanked him for his interest in the Parish Council and hoped he would attend future meeting.

The meeting was re-opened to the press and public.

#### **42/18 Planning**

- a) **18/00907/HOU** Construction of a timber decking to side of the property, landscaping of existing garden to rear using local natural materials at 6 Perseverance Fold, Oxenhope BD22 9HN. The Council raised no objections.

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**43/18 Safety Inspection Reports for Allotments and Marsh Common**

The reports for the Allotments and Marsh Common were noted.

Cllr Hopkinson requested that a letter of thanks be sent to Stuart Sharp for the work he has done.

Cllr Harrop reported there are deep tyre tracks on the access road but there were no other issues.

**44/18 Minutes from the Annual Allotment Holders' Open Forum Meeting**

The minutes from the Annual Allotment Holders' Open Forum Meeting were noted, with particular reference to the fact that there was no demand to form an allotment association.

**45/18 Rose Garden Lease**

Cllr McManus proposed that this item be deferred until the draft lease has been received from Bradford MDC. This was agreed.

**46/18 Rose Garden Horticulture**

Cllr Eastwood left the meeting and Cllr Ashcroft took over as Chair.

Cllr McManus explained that although no lease has been signed he has consent from Bradford MDC to move forward with work on the Rose Garden. There is a small friends group but the need is to start with a blank canvas. The aim would be to have some rose beds in place for the summer.

The delivery of the new Christmas tree had been delayed because of the snow. The new tree would take about three years to mature and in the mean time the conifer would be used as the Christmas tree.

Cllr McManus has only got one quote for the work of clearing the Rose Garden but stated the company are competitive, are the only approved tree company in area and are used by Bradford MDC. There was only one other company who were generally not willing to provide a quote.

Cllr Goulding said that while he was OK with only one quote this time, he felt that in the future other quotes should be obtained to check that any new quote was competitive.

Cllr Maw emphasized the importance of publicity for the work being undertaken.

**Resolved:**

To authorise the expenditure of £900 for work by Keighley Trees to remove existing shrubs and stumps in the Rose Garden.

Cllr Eastwood rejoined the meeting.

**47/18 Tour de Yorkshire**

Cllr Eastwood explained that the proposal is to make an Oxenhope sign, which will be visible from the helicopter. The total cost of the project is

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£1,080. £300 will come from the school. The request is for £500 from the Parish Council. Cllr Brown has offered to work with the school on a community day at no additional cost.

Cllr Harrop asked about the amount of grant returned from Young Farmers, who had a project for the 2017 Tour de Yorkshire. She was informed the grant, which has been repaid, was £450.

Cllr Ashcroft liked the original idea of the roses and the community involvement, but was less sure about just having the name of Oxenhope.

Cllr Goulding said the key factor was the community involvement, while Cllr Maw said he was also in favour of the package as a whole.

Cllr Ashcroft queried if the landowner had given permission for the sign and was informed by Chris Herd that permission has been given.

**Resolved:**

To authorise funding of £500 towards the cost of an Oxenhope sign and community rose painting project for the Tour de Yorkshire.

**48/18 Neighbourhood Planning Community Engagement**

Cllr McManus stated that the next day would be the final Neighbourhood Development Plan project group meeting. The next stage would be the draft plan for comments by the project group before it is presented to stake holder group. The draft plan will then go out for public consultation and comments.

There will need to be a number of public events. Cllr McManus stated he had provisionally booked a stall at the Millennium fete and he also wanted to take a stand at Sue Ryder Garden Party. They have asked for a donation of £100. He also talked about possibly hiring the church for a presentation. Information about the NDP will also be provided on line and via the school. It is really important for the local public to be involved and to be able to demonstrate this.

After the public consultation a formal consultation will be undertaken with Bradford MDC. This process can take up to six months, with the aim that the NDP will be in place by the Spring / Summer of 2019.

Cllr Ashcroft queried the statement that this would be the last meeting of the project group as he was keen for Oxenhope to continue taking the lead with the plan. Cllr McManus clarified that this would be the last planning meeting, but the group would still meet to consider the draft plan.

A query was raised about the plan being presented at two events, which are only a week apart, but it was felt that there would be different people at the two events.

**Resolved:**

To authorise a donation of £100 to Sue Ryder Care and £25 to Oxenhope Millennium Green Trust to allow a stand at each event to promote the Neighbourhood Development Plan.

#### 49/18 Correspondence

The following new correspondence was considered: -

- a) Email from a resident re. Perseverance Fold. Noted.

Cllr Ashcroft queried the role of the Parish Council with the specific issue and pointed out that infrastructure issues affect other parts of the village. Cllr Eastwood agreed to contact the resident concerned.

- b) Email from Bradford Council Highways concerning proposed waiting restrictions at Mill Lane/Station Road/Cross Lane, Oxenhope. Noted.

As the deadline for a response was before the Parish Council meeting Cllr Eastwood had asked for comments from Councillors and replied to the email expressing the support of the Parish Council for the proposed measures, with the request for a minor amendment to reserve parking space for the businesses in the area.

Cllr Hopkinson complained about cones not being put out by the Keighley and Worth Valley Railway as they had agreed to do when there was an event at the station. The clerk was asked to contact KWVR to express the Parish Council's concerns about this.

- c) Email exchanges between the Ward Officer, Highways & Oxenhope Parish Council concerning Stone Lane community grit bin. Noted.

Cllr Eastwood raised a query about £50 charge for refilling a grit bin. His understanding was that Bradford MDC's officer Dave Mazurke during a presentation to the Parish Council had stated the Council would fill grit bins when requested.

- d) Email from Sue Ryder Care about the Manorlands Garden Party 2018. Noted

- e) Email from Russell Brown about the Tour de Yorkshire. Noted. Decision taken earlier in the meeting.

#### 50/18 Financial Matters

- a) To authorise the following accounts for payment: -

Payee	Cheque no.	Amount	Description
H3G (Three)	Direct Debit	£10.00	Phone
AWB Charlesworth	101280	£333.00	Legal advice
Digital Nomads	101281	£234.00	Polldaddy Subscription

- b) To note the following payments previously authorised: -  
Clerk's salary and home working allowance (01.03.18 - 31.03.18)

#### 51/18 Minor items and items for next agenda

Cllr McManus said he had been contacted by a resident in Leemingbeck Close about the lack of gritting in West Drive. Cllr Eastwood said Bradford MDC needed to be contacted as this is sheltered housing.

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Cllr Harrop asked if there were first responders in village. Cllr Eastwood confirmed the first responder scheme had gone live and Cllr Harrop asked if there could be more publicity about the scheme.

Cllr McManus complained about gullies in the village being blocked with soil. The clerk was asked to contact Bradford MDC to request a gully cleaner in Oxenhope.

**52/18 To note the date and time of the next meeting**

The next meeting will be on Wednesday 11<sup>th</sup> April 2018 at 7.00 p.m. (Annual Parish Meeting) followed by the monthly Parish Council meeting at 7.30 p.m.

**53/18 Decision on Co-option of Councillor**

Cllr Eastwood stated that the discussion on the co-option a councillor would be taken in private and therefore all members of the press and public were excluded from the meeting.

A discussion took place over the presentations made by the three remaining candidates, after which a vote was taken. Karen Faulkner obtained the most votes and was co-opted to the Parish Council.

The meeting closed at 9.20 p.m.